

DEPARTMENT OF THE ARMY
 U.S. ARMY ABERDEEN PROVING GROUND
 Aberdeen Proving Ground, Maryland 21005-5001

APG Regulation
 No. 200-1

15 March 1996

Environmental Quality
 ENVIRONMENTAL QUALITY CONTROL (EQC) AT APG

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1. PURPOSE. This regulation assigns responsibilities and establishes policies and procedures for environmental quality control (EQC) at APG.
2. SCOPE. This regulation applies to all U.S. Army Garrison, Aberdeen Proving Ground (USAGAPG) elements, to all tenant supported activities, and to all users of APG facilities.
3. DEFINITIONS. See appendix A.
4. POLICY.

a. All personnel at APG will ensure that a systematic examination of the possible and probable environmental consequences of implementing a proposed action for which their organization is the proponent, is conducted as early as possible in the planning and decision making process. This examination will require one or more of the following written environmental documents:

(1) Record of Environmental Consideration (REC), EAP Form 1221 (appendix B). See also List of Categorical Exclusions (appendix C), APG National Environmental Policy Act Checklist, EAP Form 1222 (appendix D) and Commanders Environmental Evaluation, EAP Form 1220 (appendix E). These forms may be obtained from the APG Publications Stockroom, building 346.

*This regulation supersedes APG Regulation 200-1, 2 March 1987.

- (2) Environmental Assessment (EA).
- (3) Environmental Impact Statement (EIS).
- (4) Finding of No Significant Impact (FNSI).

(5) Notice of Intent (NOI). The above referenced documents are found in AR 200-2, Environmental Effects of Army Actions, will be used as guidance.

(6) Preliminary Assessment Screening (PAS). The PAS document is found in AR 200-1, Environmental Protection and Enhancement, and will be used as guidance.

b. All RECs, EAs, FNSIs, NOIs, EISs and PASs pertaining to proposed actions affecting APG facilities, real estate, or resources which are prepared by or staffed with elements of the APG Command; tenant commands, activities, and organizations on APG; and/or users or APG facilities will be coordinated with the Installation Environmental Quality Coordinator (IEQC).

c. No activity will initiate an action with potential to cause an adverse environmental impact at APG without the proper document, coordination and consent of the IEQC.

d. All actions and programs will be planned, initiated, and carried out so as to minimize, consistent with other essential considerations of DA policy, adverse effects on the quality of the human environment.

e. Violations of Environmental Quality Control (EQC) requirements will be reported to the Installation Environmental Quality Coordinator (278-7685/7686) immediately after other internal reporting requirements are satisfied. Violations may result in the suspension or termination of the action until EQC requirements are satisfactorily met.

f. All activities at APG are subject to applicable Federal, State, local, and Army environmental laws and regulations and will be monitored to ensure compliance with such standards. Failure to comply may result in the suspension of action and/or enforcement procedures by the appropriate authorities.

g. Material and energy resources will be procured and used in such a way as to minimize the emission of pollutants and production of wastes (consistent with policies for energy conservation and waste minimization).

h. Pollution Prevention will be practiced by means of source reduction. The Pollution Prevention Act (PPA) defines source reduction as practices that reduce or eliminate the creation of pollutants through: (a) increased efficiency in the use of raw materials, energy, water, or other resources; and/or (b) protection of natural resources by conservation; and/or (c) management or personnel and control of hazardous materials to diminish or negate the introduction of pollutants into the environment.

i. Provisions of the PPA, Emergency Planning and Community Right-to-Know Act (EPCRA)/Superfund Amendments and Reauthorization Act (SARA) Title III, and Presidential Executive Order #12856 will apply to all Army actions at APG.

j. There will be two Environmental Quality Control Committees (EQCC) at Aberdeen Proving Ground.

(1) The first EQCC level will be called "The Senior EQCC Meeting." This meeting is the current Commanding General's Monthly Environmental Update. It is mandatory that all commanders or, in their unavoidable absence, the next senior staff member attend. The Commanding General of the U.S. Army Test and Evaluation Command (TECOM) functioning as the Installation Commander, APG will chair this committee.

(2) The second EQCC level will be called "The APG Working Level EQCC Meeting." This meeting will be chaired by the Deputy Installation Commander (DIC), APG. Representatives from all APG organizations must attend. The chairman will prescribe the frequency of the meetings based on project resolutions needed as a result of the "APG Senior EQCC Meeting." The sub-committee chairs will be members of the "Working Level EQCC" and will report to the chairman. The "Working Level EQCC" will meet every other month, and for special meetings called by the IEQC or the DIC. The charter of the EQCC (appendix F), may be updated from time to time. The current charter will be implemented and utilized without rewriting this APGR. Functions of the "Working Level EQCC" include, but are not limited to, the following:

(a) Recommend to the DIC and/or the IEQC, measures necessary to assure that EQC requirements are met at APG.

(b) Review and comment on actions having significant environmental quality implications for APG.

(c) Inform the DIC and/or the IEQC of actions with possible EQC implications.

(d) Advise action officers of EQC requirements and procedures.

(e) Resolve problems dealing with environmental compliance and other environmental efforts at APG.

k. All proposed environmental studies, audits, assessments, surveys, and reports relative to APG facilities, real estate, or resources, conducted by or for any activity will be submitted to the IEQC for concurrence before the action begins. Upon IEQC approval and action initiation, related status reports, draft documents, and final documents will be submitted to the IEQC.

l. All requests for environmentally related documents, items, and information pertaining to APG facilities, real estate, or resources, by persons not associated with APG or its tenant activities, will be coordinated with the Public Affairs Office (PAO), TECOM.

m. All proposed contractual actions which may impact on environmental quality should be forwarded through the IEQC for comment before being forwarded to the Directorate of Procurement for action.

n. Activities operating in manner, as determined by the IEQC, to cause or potentially cause harm to human health or the environment will immediately cease operating until corrections have been completed, inspected and approved by the IEQC.

5. RESPONSIBILITIES.

a. Commanders, directors, staff officers, and heads of activities will:

(1) Provide assistance as required and perform in a manner consistent with the policies established by this regulation and other EQC regulations and laws.

- (2) Establish internal procedures to assure that the environmental quality (EQ) consequences of any proposed action have been considered by the proponent agency during the planning process. (The proponent of the proposed action is responsible for initiating and preparing the appropriate environmental document).
- (3) Assure compliance with applicable laws, regulations, and standards, and provide support to the IEQC for APG cooperation with Federal, State, and local EQC personnel.
- (4) Identify persons to serve as agency primary and alternate environmental coordinator on EQC matters and to serve as primary and alternate members of the APG "Working Level EQCC." Notify the IEQC of the names, job titles, organizational locations, and telephone numbers of the persons so identified, to include changes as they occur.
- (5) Comply with the provisions of Annex G (Environmental Disaster Plan (EDP)) to the APG Disaster Control Plan.
- (6) Ensure the completion of and coordination for all environmental documents dealing with APG facilities, real estate, or resources (other than RECs) with the agency environmental coordinator, and Operations Security (OPSEC). Coordinate all RECs with the agency environmental coordinator and the IEQC. The OPSEC review is not required for RECs.
- (7) Provide the IEQC with an inventory of known environmental pollutants related to the tenant's operations and include changes as they occur to assist APG in obtaining permits and in preparing the Installation Environmental Impact Statement (IEIS).
- (8) Develop environmental documents for activity related functions affecting APG. Coordinate documents with the IEQC, to include review of construction-type drawings.
- (9) Immediately notify the IEQC of technical assistance visits, surveys, complaints, investigations, claims, audits, and requests for EQC information which deal with APG facilities, real estate, or resources.
- (10) Submit all requests for environmental permits, regulatory required reports, disclosures, EPCRA reporting required materials, release information, etc. to Directorate of Safety, Health and Environment (DSHE), USAGAPG for staffing to higher headquarters, the State, the U.S. Environmental Protection Agency, and other regulatory agencies. Permit applications will be submitted per pertinent program area requirements.
- (11) Develop and submit data on possible pollutant discharge sources to IEQC.
- (12) In the event of any litigation involving EQC, immediately notify the IEQC and the staff element providing legal services to APG.
- (13) Provide funds in order to publish Findings of No Significant Impact (FNSIs) in local newspapers.
- (14) Provide the DIC, APG, with an annual certification statement on the status of the activity's compliance with environmental requirements. It will include licensed/permitted facilities. The statement will be signed by the activity commander, disclose where environmental non-compliance situation exist, and discuss current/proposed corrective actions.

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(15) Coordinate with the PAO and the IEQC any public affairs releases or requests, and responses to State, local or Federal environmental regulatory authorities.

b. Commander/Aviation Officer, Phillips Army Airfield, will ensure that commercial or commercially adapted aircraft comply with standards applicable to commercial aircraft in the year of manufacture as described in 40 CFR 87 prior to stationing at Phillips Army Airfield.

c. The Director, Safety, Health and Environment, USAGAPG, will:

(1) Exercise staff supervision of the EQC management of air, land, water, wildlife, pesticide, natural and cultural resource conservation, solid and hazardous waste disposal, the installation restoration program (see appendix G & H), and other EQC efforts at APG relating to fixed facilities.

(2) Assist the APG Deputy Installation Commander (DIC) in providing staff guidance in the development of the EQC programs and projects for fixed facilities.

(3) Ensure that EQC requirements are properly addressed through review and monitoring of real property and maintenance activities, and by taking appropriate staff action.

(4) Establish and update the Spill Prevention, Control, and Countermeasure Plan (SPCC Plan) and the Installation Spill Contingency Plan (ISCP).

(5) Ensure compliance with all other DSHE program area regulations.

d. The Director, Public Works, USAGAPG, will:

(1) Ensure that the Directorate of Public Works (DPW) complete reports required by the Safe Drinking Water Act (DHMH-779, Water Treatment Plant Operating Record or DHMH-1046, Water Filtration Plant Operating Results) and provide two copies to the DSHE NLT the 15th of each month.

(2) Complete the Pest Control Summary Report (RCS DD I&L (AR)1532), (which provides information on Pest Control Operations generated by DPW) and provide copies to the Installation Environmental Quality Coordinator.

(3) Ensure proposed construction drawings are reviewed and approved by the IEQC.

(4) Ensure compliance with oil operations permit and related operations.

(5) Ensure compliance with the National Environmental Policy Act.

e. The Director, Logistics, USAGAPG, will:

(1) Assure that the operation of their storage facilities for material classified as hazardous (to exclude hazardous waste) conforms to established laws, executive orders and EQC regulations.

(2) Assure that the transportation of materials classified as hazardous conforms to established EQC and Department of Transportation (DOT) regulations and laws.

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(3) Assure that air pollution control devices on motor vehicles and equipment are operated and maintained so they meet air emission standards unless specifically exempted.

(4) Conduct motor vehicle air emission testing for government owned or leased equipment assigned to APG.

f. The Installation Environmental Quality Coordinator (IEQC), who is appointed by the Commander, will:

(1) Serve as principal advisor to the Commander, APG, in the formulation of policies and procedures necessary for planning and executing EQC programs.

(2) Plan or approve, prior to initiation, all actions of the installation EQ management program.

(3) Develop a phased, orderly plan and schedule to meet assigned pollution standards and eliminate the discharge of pollutants. Establish an environmental pollution monitoring program. Provide reports from the monitoring program to the affected tenants.

(4) Maintain continuous surveillance of the installation and tenant activities' plans and construction projects to prevent any occurrences of pollution. This includes review and approval of all proposed construction-type drawings submitted by the Director, Public Works, or other activities as appropriate. The IEQC will suspend activities with excessive risk of pollution until corrective measures are taken ((11)(g) below). Appropriate comment notification will be accomplished at the time of suspension.

(5) Investigate and initiate actions for the resolution of any pollution complaints.

(6) Ensure that all actions taken or planned at APG are:

(a) Reviewed and monitored relative to EQ.

(b) Undertaken only after all EQC requirements have been met.

(7) Provide tenant activities and organizations on APG with a current APG Installation Environmental Assessment or Impact Statement which describes the total operations of the installation.

(8) Establish and maintain liaison with Environmental Protection Agency (EPA), and other appropriate Federal, State, and local EQC authorities for the purpose of:

(a) Formulating and executing programs/projects required to comply with applicable Federal, regional, State, and local EQ standards and regulations.

(b) Promoting environmental protection and enhancement efforts which may be jointly sponsored and mutually beneficial.

(9) Coordinate EA/EIS with the Public Affairs Office (PAO), TECOM, the Office of the Chief Counsel/Staff Judge Advocate, TECOM, Maryland State Clearinghouse and Harford County.

(10) Obtain necessary permits from the appropriate EPA Regional Administrator, the State of Maryland, or other authorities, as required. Inform and provide tenant activities whose operations require such permits the opportunity to participate in the permit acquisition.

(11) Maintain a Pollution Abatement and Complaint File to include:

(a) Copies of all requests for permits.

(b) Approved copies of EAs not submitted to higher headquarters.

(c) Copies of all EAs and Draft Environmental Statements (DEISs) submitted to higher headquarters.

(d) Inventories of activities within the installation that could contribute to environmental pollution.

(e) Existing devices, facilities, and programs for pollution control.

(f) Projects and programs proposed to prevent and control environmental pollution.

(g) A record of all complaints, corrective action required, and date completed.

(h) A complete file of all environmental pollution standards applicable to the installation.

(i) Complete copy of technical assistance visits and audits by U.S. Army Center for Health Promotion & Preventive Medicine (CHPPM), EPA, or authorities.

(j) Names, addresses, and telephone numbers of the applicable pollution control authorities.

(k) A copy of notices of violation (NOVs), compliance agreements and any other enforcement actions issued by Federal, state or local authorities; a record of corrective actions; and notices of attaining compliance.

(l) A record of environmental inspections by Federal, state and local authorities.

(12) Review, provide comments, and recommend for approval/disapproval all environmental documents prepared in conjunction with activities proposed for implementation at APG and in accordance with National Environmental Policy Act (NEPA) (see appendix G) and AR 200-2.

(13) Provide affected organizations, activities, and/or directors with copies of permits applicable to their operations.

(14) Perform other EQC associated duties specified by Army, AMC, and TECOM regulations and by the DIC, APG, in his capacity as the Commander, U.S. Army Garrison, Aberdeen Proving Ground.

(15) Provide organizations, activities, and/or directors a listing of those environmental pollution standards applicable to their actions.

(16) Respond to reports of chemical spills on APG as soon as report is received.

(17) Notify commanders, directors, staff officers, or heads of activities of any information gained from Army or outside sources which deals with environmental compliance/requirements of their activity.

(18) Provide to activity environmental coordinator copies of memoranda, letters, and other correspondence dealing with the environmental condition of their activities.

(19) Coordinate with and inform those tenants whose mission is the subject of Freedom of Information Act (FOIA) inquiries when such a request is received.

g. The Director, Personnel and Community Activities and Civilian Personnel Officer, USAGAPG, will, in conjunction with the IEQC, assure that adequate EQC training is provided to APG personnel.

h. Test Program Managers and Licensees will conduct EQ programs (in their area of responsibility) necessary to ensure their compliance with applicable Federal, State, and local EQ laws, regulations and requirements. The proponent and or test manager will apply for the necessary permits required by EQ agencies for the continued operation of the licensee's activities. The IEQC will review all permits required. Copies of all permits and other EQ documents and correspondence will be provided to the licensee by the IEQC and will be maintained and/or displayed by the licensee. Sediment control plans will be prepared by tenants and DPW.

(1) The IEQC will submit permit applications as follows: air quality (includes construction and operation of boilers and incinerators, and open burning), National Pollutant Discharge Elimination System (NPDES), Resource Conservation and Recovery Act (RCRA), dredging (Corps of Engineers, Section 404, Maryland), groundwater discharge, water appropriations and use, well drilling, water/sewerage construction, sediment and erosion control plans (in-house), solid waste, sludge, wetlands and water quality certifications, storm water management plans (in-house).

(2) The IEQC will review permit/license applications prior to submission by the user: radioactive materials (DA Radiation Authorizations (DARA), Nuclear Regulatory Commission specific licenses, DA radiation permits), sediment and erosion control plans (contractor), stormwater management plans (contractor).

i. The Chief, Public Affairs Office, TECOM, will:

(1) Develop, implement, and provide staff and technical supervision of an active community relations program designed to inform both the internal and external APG publics of APG involvement and accomplishments in environmental protection and enhancement.

(2) Review environmental documents (EA, EIS, FNSI, NOI) affecting APG prior to their being made available to the public.

(3) Serve as releasing authority and APG spokesman for information, including Freedom of Information Act (FOIA), requested by the media and/or public. Information proposed to be released will be coordinated in advance with the Directorate of Safety, Health, and Environment (DSHE).

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j. The Chief, Intelligence Division, Directorate of Plans, Training and Mobilization, USAGAPG, will provide:

- (1) Operations Security (OPSEC) review of EAs and EISs.
- (2) Assistance as required by the IEQC during accidents/incidents.

k. The Chief Counsel/Staff Judge Advocate, TECOM, will:

(1) Exercise staff and technical supervision over all legal aspects of APG programs pertaining to EQC.

(2) Provide guidance through functional staff channels regarding legislation and legal actions pertaining to APG programs involving EQC issues.

(3) Designate an attorney to provide legal review of EQ reports and documents for compliance with current EQ laws and regulations.

(4) Provide IEQC with details on any proposed or enacted changes to legislation or Federal regulation which have EQC implications.

(5) Maintain a current library on guidance, regulations, and laws with EQC implications.

(6) Assign the Environmental Law Specialist to the Working Level EQCC.

l. The Deputy Installation Commander will:

(1) Have final approval authority of EAs prepared in reference to any proposed actions at APG.

(2) Based upon the activity commanders certification statements described in a(14) above, assure regulatory agencies that installation facilities are operated in accordance with regulatory requirements.

6. PROCEDURES. See appendix G.

7. REPORTS.

a. Elements of USAGAPG will submit input for the APG Pollution Prevention, Control, and Abatement (RCS DD-M(SA)1383). The input will be in the format required by AR 200-1. Reports will be submitted to the IEQC by 15 October and 15 April.

b. Tenants at APG will provide information copies of their reports to the IEQC for those environmental actions affecting APG NLT 1 October.

c. Elements of USAGAPG and APG tenant organizations will submit all funding requests to DSHE and their own command.

8. RECOMMENDED CHANGES. The proponent of this regulation is the DSHE, APG. Comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) submitted directly to the Commander, U.S. Army Garrison, Aberdeen Proving Ground, ATTN: STEAP-SH, Aberdeen Proving Ground, Maryland 21005-5001 are welcomed.

9. REFERENCES.

- a. AR 200-1, Environmental Protection and Enhancement.
- b. AR 200-2, Environmental Effects of Army Actions.
- c. APG Disaster Control Plan, Appendix I of Annex G (Environmental Disaster Plan (EDP)).
- d. APG Spill Prevention, Control, and Countermeasure Plan (SPCC Plan).
- e. APG Installation Spill Contingency Plan (ISCP).
- f. 49 CFR, Subchapter 8, Parts 106, 107, Subchapter C, Parts 171-173, and Part 177.

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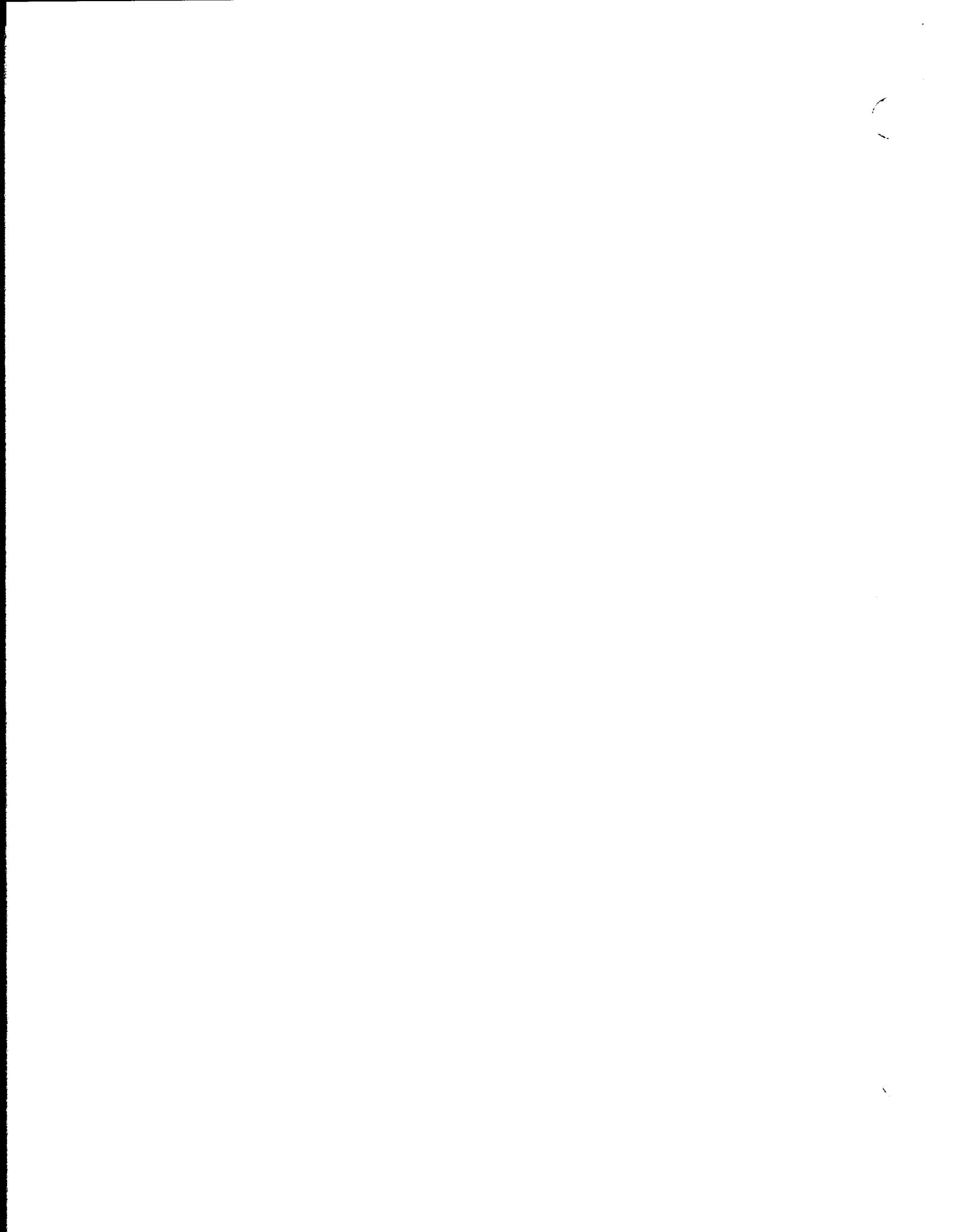
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APPENDIX A

DEFINITIONS OF EQC TERMS

This appendix lists terms that are commonly used with EQC matters.

1. Activity -

a. A unit, organization, or installation performing a function or mission.

b. A group of line items in the same generic area. For example, the missile activity in the DA Procurement Programs Data Publication.

c. Any specific action, use of energy, or motion; the degree of action, use of energy, or motion of an item or system (e.g., radioactivity).

d. A function or mission (e.g., recruiting).

2. Action - For purposes of assessing environmental quality impacts, all actions other than Federal legislative activities.

a. The type of projects or actions to be evaluated for environmental impact include:

(1) Policies, regulations, and procedures (DA regulations, circulars, or other issuances).

(2) New management and operational concepts and programs (in areas such as logistics, R&D, procurement, or personnel assignment).

(3) Projects (e.g., facilities construction, weapons and vehicle research and development).

(4) Proposed new activities (e.g., individual and unit training, flight operations, etc.).

(5) Request for a Nuclear Regulatory commission license (new, renewal, or amendment) or any Army radiation authorization.

b. In addition to the above, an environmental review is required for certain activities supported by the Army.

(1) Federal contracts, grants, subsidies, loans, or other forms of funding assistance such as government owned, contractor operated (GOCO) industrial plants.

(2) Lease, easement, permit, licenses, certificates, or other entitlement for use (e.g., grazing lease, grant of easement for highway right-of-way).

(3) Approval to use or store hazardous materials, radiation sources or wastes on Army land by non-Army entities. The responsibility to prepare environmental assessments is that of the non-Army requestor. If an EIS is required, the requestor will provide needed information and funding for the Army preparation of the EIS. All environmental documentation will be reviewed and approved by the Army activity before initiating the

3. Affected Interests - Those persons and organizations impacted by the proposed action, either directly or indirectly. These impacts include economic, recreational, or lifestyle changes and changes to the physical or biological environment (e.g., hydrology, vegetation, or wildlife).
4. Affected region - Areas that will be affected either directly or indirectly by the proposed action.
5. Alternatives - Other methods to accomplish proposed actions. For example, instead of building 200 units of family housing on the installation, building 200 units off the installation, or 100 units on and 100 units off. Each alternative satisfies the desired outcome. (See CEQ regulations, sections 1502.14 and 1508.25 (b)).
6. AMC - Army Material Command.
7. Assessment - The process of evaluating the consequences of an action upon the quality of the human environment. The term has a broad meaning, and the process can range from a mental evaluation to a formal detailed report prepared for the Executive Office of the President's Council on Environmental Quality. The term includes the REC, EA, and EIS, but is not limited thereto.
8. Assistance - Provide required information, action, or support to resolve problem issues.
9. Baseline data - Environmentally related information collected from a site, either undisturbed or disturbed. Baseline data are collected to provide a reference point to which future changes in the environment resulting from an action can be compared.
10. Categorical exclusion (CX) - A category of actions which do not individually or cumulatively have a significant effect on the human environment and which have been found to have no such effect in procedures adopted by the Army in implementation of NEPA and for which, therefore, neither an EA nor an EIS is required. See AR 200-2, appendix A, List of Categorical Exclusions.
11. Code of Federal Regulations (CFR) - This is a cumulation of Federal administrative rules and regulations published in permanent form.
12. Cooperating agency - Any Federal agency other than the lead agency with jurisdiction by law or special expertise with respect to any environmental impact involved in a proposal, legislation, or other Federal action that significantly affects the quality of the human environment. (See CEQ regulations, section 1508.5.)
13. Compliance schedule - The date or dates by which a source or category or sources is required to comply with specific emission limitations contained in an implementation plan and with any increments of progress toward such compliance.
14. Council on Environmental Quality (CEQ) - A council, created in the Executive Office of the President of the United States, composed of three members appointed by the President to serve at his/her pleasure by and with the consent of the Senate, established by the National Environmental Policy Act (NEPA) of 1969 (Public Law 91-190), and having the responsibilities to, among other things:

- a. Assist in the preparation of the annual environmental quality report.
- b. Develop and recommend to the President national policies to foster and promote the improvement of environmental quality.
- c. Review and appraise the various programs and activities of the Federal Government in light of the policy set forth in the NEPA.

15. Cumulative impact - Impact on the environment that results from the incremental impact of the action when added to other past, present, and reasonably foreseeable future actions regardless of what agency (Federal or non-Federal) or person undertakes such other actions. Cumulative impacts can result from individually minor but collectively significant actions taking place over a period of time (CEQ regulations, section 1508.7).

16. Decisionmaker - Person who is legally responsible for making a given decision at Aberdeen Proving Ground.

17. Deferred action - Delayed final action on a Federal action.

18. Draft Environmental Impact Statement (DEIS) - A preliminary EIS submitted to HQDA for distribution to the CEQ, Office of the Secretary of Defense, other Federal agencies (e.g., EPA, DHHS, etc.), and other interested parties (e.g., State and local agencies, local groups, etc.) for comments. "Preliminary EIS" is the term generally used to describe the document before DA approval.

19. Effects - The results of an action in relation to the human environment. (See CEQ regulations, section 1508.8.)

20. Errata sheet - A listing of minor factual errors and changes in a draft EIS. (See CEQ regulations, section 1503.4 (c).)

21. Environment - The sum of all external conditions and influences affecting the life, development, and ultimately, the survival of an organism.

22. Environmental assessment (EA)-

- a. An examination of the new proposed activities which do not normally require an EIS, are not categorically excluded from environmental examination, or are not excluded from environmental review by law.

- b. A concise public document for which a federal agency is responsible that serves to:

- (1) Briefly provide sufficient evidence and analysis for determining whether to prepare an EIS or a FNSI.

- (2) Aid an agency's compliance with NEPA when no EIS is necessary.

- (3) Facilitate preparation of an EIS when one is necessary.

- c. Will include brief discussions of the purpose and need for the proposal, of alternatives, of the environmental impacts of the proposed action and alternatives, a listing of agencies and persons consulted and a description of the affected environment.

23. APG National Environmental Policy Act Checklist - Questionnaire at appendix D that must be reviewed and completed by the proponent of an action requiring a Record of Environmental Consideration (REC). The checklist does not need to be submitted into the IEQC with every REC, only the "yes" answers need to be submitted. The "yes" answers can simply be addressed on the back side of a REC. The checklist is also utilized by the proponent when deciding which environmental document (REC, EA, or EIS) to use for a particular project.

24. Environmental coordinator - The individual designated by an activity commander to have overall responsibility for the management, control, and coordination of EQC matters of that activity.

25. Environmental document - A document prepared pursuant to the National Environmental Policy Act. Environmental documentation is required for all proposed federal actions and includes RECs, EAs, FNSIs, NOIs, and EISs. Guidance on the preparation of environmental documents is contained in AR 200-2, Environmental Effects of Army Actions.

26. Environmental impact statement (EIS) - An EIS is a public document that serves to ensure that the policies and goals defined in NEPA are infused into the programs and actions of Federal agencies. The EIS is required to provide full and fair discussion of significant environmental impacts and will inform decision makers and the public of the reasonable alternatives which would avoid or minimize adverse impacts or enhance the quality of human environment. Within DOD, the proponent of the action is responsible for preparing an EA; however, the EIS may be generated by any government agency or public interest organization. An EIS is normally an outgrowth of an EA which concludes that there is a need for an EIS.

27. Environmental pollutant - Any foreign substance or unnatural condition (e.g., biological or chemical substance(s) in a solid, liquid, or gaseous state; radiological contaminant(s); electromagnetic radiations including electronic, laser, and thermal emissions; noise and shock waves; or other forms of energy) which, when introduced into the environment, causes an unacceptable degradation of the quality of the human environment. The word "unacceptable" refers to violations of standards (i.e., exceeds the established standard(s) or maximum permissible level(s) and/or conditions recognized as being contradictory to those accepted throughout the scientific community).

28. Environmental pollutant inventory - A listing of all the environmental pollutants produced by and/or resulting from specific action(s) along with the following data on each pollutant:

- a. Exact name of the pollutant.
- b. Source(s) of the pollutant.
- c. Amount of the pollutant produced or existing (i.e., the quantity of the pollutant expressed in terms of the basic units of measurement).

29. Environmental pollution -

- a. The condition resulting from the presence of chemical, physical, or biological forces which alter the natural environment and thus adversely affect human health or the quality of life, biosystem, structures and equipment, recreational opportunity, aesthetics, and natural beauty.

b. A collective term used to address all or part of the environmental pollutants associated with a system, project, item and/or activity; or existing at a geographical location, locale, or area.

30. Environmental protection - All actions taken to prevent or minimize any further pollution of the present environment which may be caused by proposed activities/projects.

31. Environmental quality (EQ) - The relative condition of the surroundings, especially as the condition affects man and other living organisms.

32. Environmental quality control (EQC)-

a. A term used to identify and define the cumulative efforts taken before, during, and after any proposed action(s) to minimize the following:

(1) The quantity of the environmental pollutants produced by and/or resulting from the action(s).

(2) The impact of these environmental pollutants on the quality of the human environment.

b. A term used to describe all protective and enhancement measures taken collectively to minimize the adverse impact of proposed action(s) on the quality of the human environment.

33. Facilities - Buildings, installations, structures, public works, equipment, aircraft, vessels, and other vehicles and property under the control of, or constructed or manufactured for leasing to, the Army (AR 310-25, Dictionary of United States Army Terms).

34. Federal Register - The U.S. Government publication that officially publishes all Federal rules and regulations and other public notices and statements covering Federal agency actions.

35. Finding of No Significant Impact (FNSI) - A document which briefly presents reasons why an action will not have a significant effect on the human environment and, thus, will not be the subject of an EIS.

36. Hazardous material - A substance or material that:

a. The Secretary of Transportation has determined is capable of posing an unreasonable risk to health, safety, and property when transported in commerce.

b. Has been so designated in Department of Transportation (DOT) regulations (49 CFR 172) as a hazardous material.

37. Hazardous substance -

a. An element, compound, or mixture (other than oil) that, when discharged in any quantity onto land, or into or upon navigable or coastal waters, presents an imminent and substantial danger to the public health or welfare. Fish, shellfish, wildlife, shorelines, and beaches are included.

b. Elements and compounds designated as hazardous substances -

- (1) Under section 311 of the amended Clean Water Act.
- (2) Published by the EPA in 40 CFR 116.

38. Hazardous waste - Solid waste, or combination of solid wastes (except those excluded in 40 CFR 261.4(b)), that because of its quantity; concentration; or physical, chemical, or infectious characteristics may -

a. Cause, or significantly contribute to, an increase in mortality, or an increase in serious irreversible or incapacitating reversible illness.

b. When improperly treated, stored, transported, or disposed of, or otherwise managed, pose a substantial present or potential hazard to human health or the environment.

39. Host installation/activity - An installation or activity that has management control of facilities and/or administrative and logistical support (including base operations support) to another activity or unit dependent upon the host for all or a portion of its administrative and logistical support requirements (AR 310-25).

40. Human environment - The sum of all external conditions and influences affecting the life and development of humans. This includes natural resources and socioeconomic factors as well as food, air, recreational opportunities, aesthetics, structures and equipment, natural beauty and biosystems. It will include the natural and physical environment and the relationship of people with that environment.

41. Impacts - See effects.

42. Incremental - Amount of change occurring in an environmental system during some measurable time period.

43. Intensity - Severity of an impact. (See CEQ regulations, section 1508.27(b).)

44. Installation -

a. A grouping of facilities, located in the same vicinity, which supports particular functions.

b. Land and improvements permanently affixed thereto which are under the control of the Department of the Army and used by Army organizations. Where installations are located contiguously, the combined property is designated as one installation and the separate functions as activities of that installation. In addition to those used primarily by troops, the term "installation" applies to such real properties as depots, arsenals, ammunition plants (both contractor and Government operated), hospitals, terminals, and other special mission installations.

c. An installation primarily used or useful for the production of material or research and development. Such installations may be Government owned and Government operated; Government owned and privately operated; or privately owned and privately operated (AR 310-25).

d. For the purpose of this regulation, Aberdeen Proving Ground.

45. Installation EA - A written EA which describes the overall environmental impact of activities/operations of an installation. It addresses ongoing and anticipated actions at the installation, including tenant activities, that are a source of environmental pollution.

46. Installation Environmental Quality Coordinator - The Director, Safety, Health and Environment has the overall responsibility for the management, control, and coordination of the EQC program. An element of the Directorate of Safety, Health, and Environment (Office Symbol: STEAP-SH).

47. Irreversible and irretrievable - Cannot be corrected, or reversed; cannot be retrieved; impossible to recoup, repair, or overcome.

48. Lead agency - Agency or agencies preparing or having taken primary responsibility for preparing the Environmental Impact Statement (see CEQ regulations, section 1508.16).

49. Legislative action - For purposes of assessing environmental impacts, all Federal actions relating to legislative proposals, annual budget requests, recommendations, and favorable reports on legislation.

50. Life cycle environmental document (LCED) - An environmental document prepared initially for an item/system of Army material during the conceptual phase of its development and updated with each subsequent development phase. The LCED addresses all aspects/phases (from the conceptual phase of development to the demilitarization/retirement/disposal) of the life of the item/system in both the initial and updated versions. The LCED is prepared and updated by the proponent for the item/system. The LCED will be coordinated with the IEQC when actions apply the installation and/or property.

51. Major Federal Action - Includes actions with effects that may be major and are potentially subject to Federal control and responsibility. (See CEQ regulations section 1508.18.)

52. Mitigation - Avoiding, minimizing, rectifying, reducing, eliminating, or otherwise compensating for an environmental impact.

53. National Environmental Policy Act (NEPA) - Public Law 91-190 (as amended) requiring EQC considerations of Federal actions and establishing the CEQ.

54. National Register (of Historic Places) - A register of districts, sites, buildings, structures, and objects significant in American history, architecture, archeology, and culture. The register is maintained by the Secretary of the Interior under authority the Historic Sites Act of 1935, section 2(b). The National Register is published in its entirety in the Federal Register each year in February. Addenda are published the first Tuesday of each month.

55. Natural resources - The viable and/or renewable products of nature and their environments of soil, air, and water. Included are plants and animals occurring on grasslands, rangelands, croplands, forests, lakes, and streams.

56. Notice of Intent - A public notice published in the Federal Register announcing that a decision has been made to file an EIS on a proposed action.

57. Pollutant -

a. Any introduced gas, liquid, solid, or energy that makes a resource unfit for a specific purpose; a potential resource out of place (see environmental pollutant).

b. With respect to water: solid waste, incinerator residue, sewage sludge, munitions, chemical wastes, biological materials, radioactive materials, heat, wrecked or discarded equipment, rock, sand, sediment, cellar dirt, and industrial, municipal, and agricultural waste discharged into water.

58. Proponent for the action -

a. An organization or staff which has been assigned primary responsibility for material or subject matter in its area of interest; i.e., proponent school, proponent staff agency, proponent center, etc. (AR 310-25).

b. The staff element having responsibility for the basic action.

c. Examples of the proponent are as follows: tenant, person, or agency leasing real estate property; tenant, person, agency funding a project; or the tenant, person, or agency initiating the action.

59. Record of Environmental Consideration (REC) - A record which briefly describes the proposed action and its anticipated timeframe; identifies the responsible proponent; and explains why further environmental documentation is not required. Actions requiring a REC are listed in AR 200-2, appendix A. The format for REC is given in appendix B of this regulation. All RECs must be submitted to the IEQC for approval prior to commencement of the action.

60. Scope - Range of actions, alternatives, and impacts to be considered in the EIS.

61. Scoping process - Early and open process for determining the scope of issues to be addressed and for identifying the significant issues related to a proposed action. (See CEQ regulations, section 1501.7.)

62. Significance - A measure that considers the context, duration, and intensity of environmental impacts. (See the Army Environmental Mangers Handbook, chapter 7 and CEQ Regulations, Section 1508.27.)."

63. Tenant - A unit or activity of one government agency, military department, or command which occupies facilities on an installation of another military department or command and receives supplies or other support services from that installation.

APPENDIX B

RECORD OF ENVIRONMENTAL CONSIDERATION
(APG Reg 200-1)

- 1. TITLE: Replace interior wall in room two in building 5650, APG.
- 2. DESCRIPTION OF PROPOSED ACTION (INCLUDE A MAP SHOWING SITE OF PROPOSED ACTION):

Two interior walls will be replaced in room two in building 5650 in the Aberdeen area of APG (see attached map). The drywall located in room two will be replaced with new 5/8 inch drywall. It will then be painted to match the existing paint in the room (see attached scope of work and interior design of building). The existing wall needs replacement because of water damage.

3. START DATE AND/OR DURATION OF PROPOSED ACTION: 1 April 1996 to April 1996.

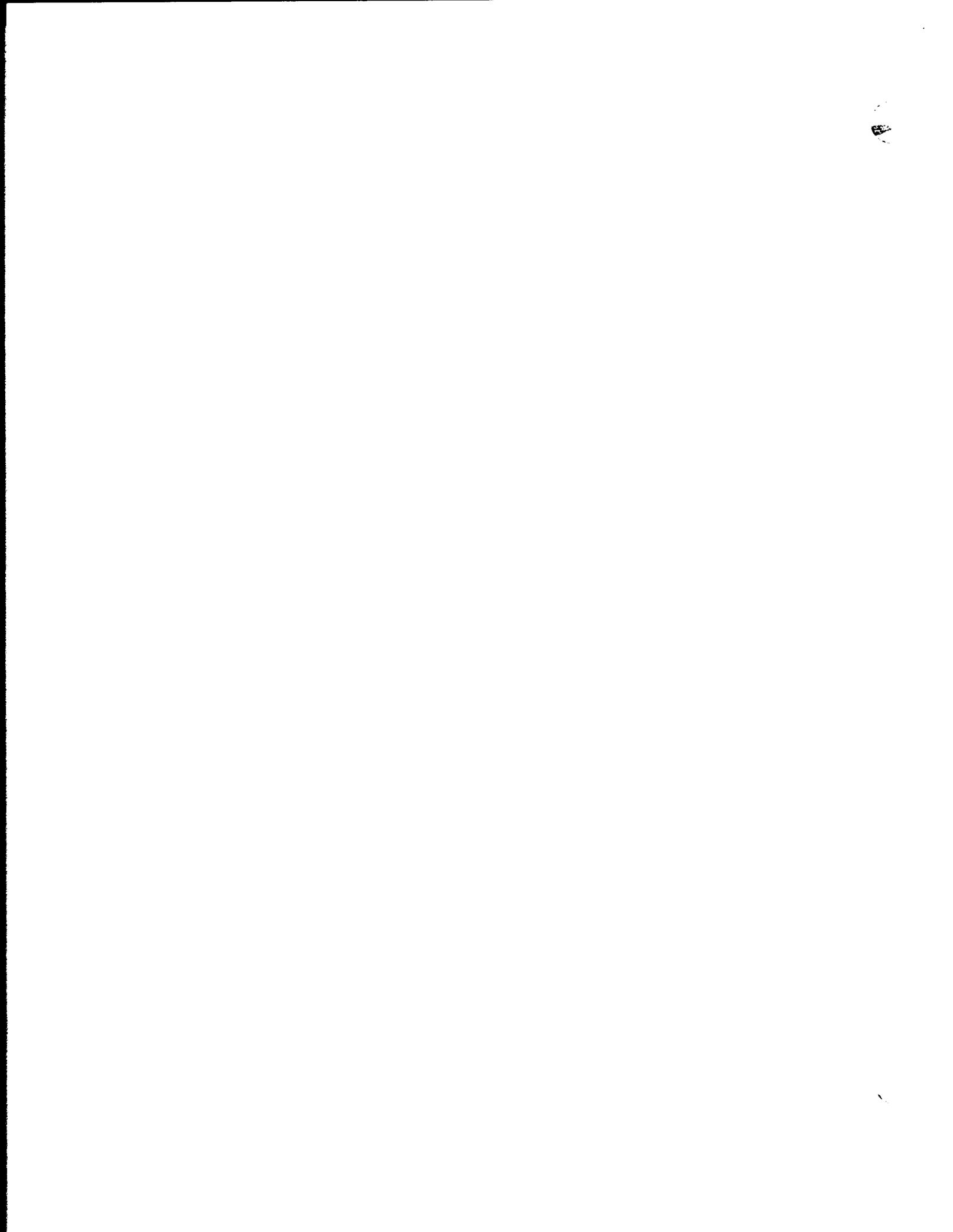
4. IT HAS BEEN DETERMINED THAT THE ACTIONS (CHOOSE ONE)

- A. IS ADEQUATELY COVERED IN THE EXISTING EA____, EIS____, CERCLA DOCUMENT____, MANAGEMENT PLAN____ (Title and Date)_____.
- B. QUALIFIES FOR CATEGORICAL EXCLUSION A-7 APPENDIX A, AR 200-2.
- C. IS EXEMPT FROM NEPA REQUIREMENTS UNDER THE PROVISIONS OF (CITE SUPERSEDING LAW): _____

SIGNED: [Signature] DATE: 1 April 96
(PROPOSER OF ACTION)

SIGNED: _____ DATE: _____
(ORGANIZATION'S ENVIRONMENTAL POC)

SIGNED: [Signature] DATE: 2 Apr 96
(APG ENVIRONMENTAL COORDINATOR)



APPENDIX C

CATEGORICAL EXCLUSIONS EXTRACTED
FROM AR 200-2

A-1. Normal personnel, fiscal, and administrative activities involving military and civilian personnel (recruiting, processing, paying, and records keeping).

A-2. Law and order activities performed by military police and physical plant protection and security personnel, excluding formulation and/or enforcement of hunting and fishing policies or regulations that differ substantively from those in effect on surrounding non-Army lands.

A-3. Recreation and welfare activities not involving off-road recreational vehicle management.

A-4. Commissary and Post Exchange (PX) operations, except where hazardous material is stored or disposed.

A-5. Routine repair and maintenance of buildings, roads, airfields, grounds, equipment, and other facilities to include the layaway of facilities, except when requiring application or disposal of hazardous or contaminated materials.

A-6. Routine procurement of goods and services, including routine utility services.

A-7. Construction that does not significantly alter land use, provided the operation of the project when completed would not of itself have a significant environmental impact; this includes grants to private lessees for similar construction (REC required).

A-8. Simulated war games and other tactical and logistical exercises without troops.

A-9. Training entirely of an administrative or classroom nature.

A-10. Storage of materials, other than ammunition, explosives, pyrotechnics, nuclear, and other hazardous or toxic materials.

A-11. Operations conducted by established laboratories within enclosed facilities where:

a. All airborne emissions, waterborne effluents, external radiation levels, outdoor noise, and solid or bulk liquid waste disposal practices are in compliance with existing Federal, State, and local laws and regulations; and

b. No animals which must be captured from the wild are used as research subjects (excluding reintroduction projects) (REC required).

A-12. Developmental and operational testing on a military installation, where the tests are conducted in conjunction with normal military training or maintenance activities so that the tests produce only incremental impacts, if any and provided that the training, and maintenance activities have been adequately assessed, where required, in other Army environmental documents (REC required).

A-13. Routine movement of personnel; routine handling and distribution of non-hazardous and hazardous materials in conformance with DA, EPA, Department of Transportation and state regulations.

A-14. Reduction and realignment of civilian and/or military personnel which fall below the thresholds for reportable actions as prescribed by statute or AR 5-10, Reduction and Realignment Action Reporting Procedures, (REC required).

A-15. Conversion of commercial activities (CA) to contract performance of services from in-house performance under the provisions of DOD Directive 4100.15.

A-16. Preparation of regulations, directives, manuals and other guidance documents that implement, without substantive change, the applicable HQDA or other federal agency regulations, procedures, manuals, and other guidance doc related to actions that have been environmentally evaluated.

A-17. Acquisition, installation and operation of utility systems and communication, data processing, cable systems and similar electronic equipment which use existing rights of way, easements, distribution systems, and facilities.

A-18. Activities which identify or grant permits to identify, the state of the existing environment (for example, inspections, surveys, investigations), including without alteration of that environment or capture of wild animals.

A-19. Deployment of military units on a temporary duty (TDY) basis where existing facilities are used and the activities to be performed have no significant impact on the environment (REC required).

A-20. Grants of easements for the use of existing right-of-way for use by vehicles; electric power, telephone and other transmission and communication lines; transmitter and relay facilities; water, wastewater, stormwater, and irrigation pipelines, pumping stations, and facilities; and for other similar public utility, and transportation uses (REC required).

A-21. Grants of leases, licenses, and permits to utilize existing Army controlled property for: agriculture and grazing; classroom; office warehouse and administrative space; housing; other use similar to previous or current Army use of the property; and historical or archeological studies or preservation; use of non-Army property for Army activities where the action is consistent with existing land use plans (REC required).

A-22. Grants of consent agreements to use a Government-owned easement in a manner consistent with existing Army use of the easement; disposal of excess easement areas to the underlying fee owner (REC required).

A-23. Grants of licenses for the operation of telephone, gas, water, electricity, community television antenna, and other distribution systems normally considered as public utilities (REC required).

A-24. Transfer of real property administrative control within the Army or to another military department or other Federal agency, including the return of public domain lands to the Department of Interior; and reporting of property

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available for outgranting; and grants of leases, licenses, permits and easements for use of excess or surplus property without significant change in land use (REC required).

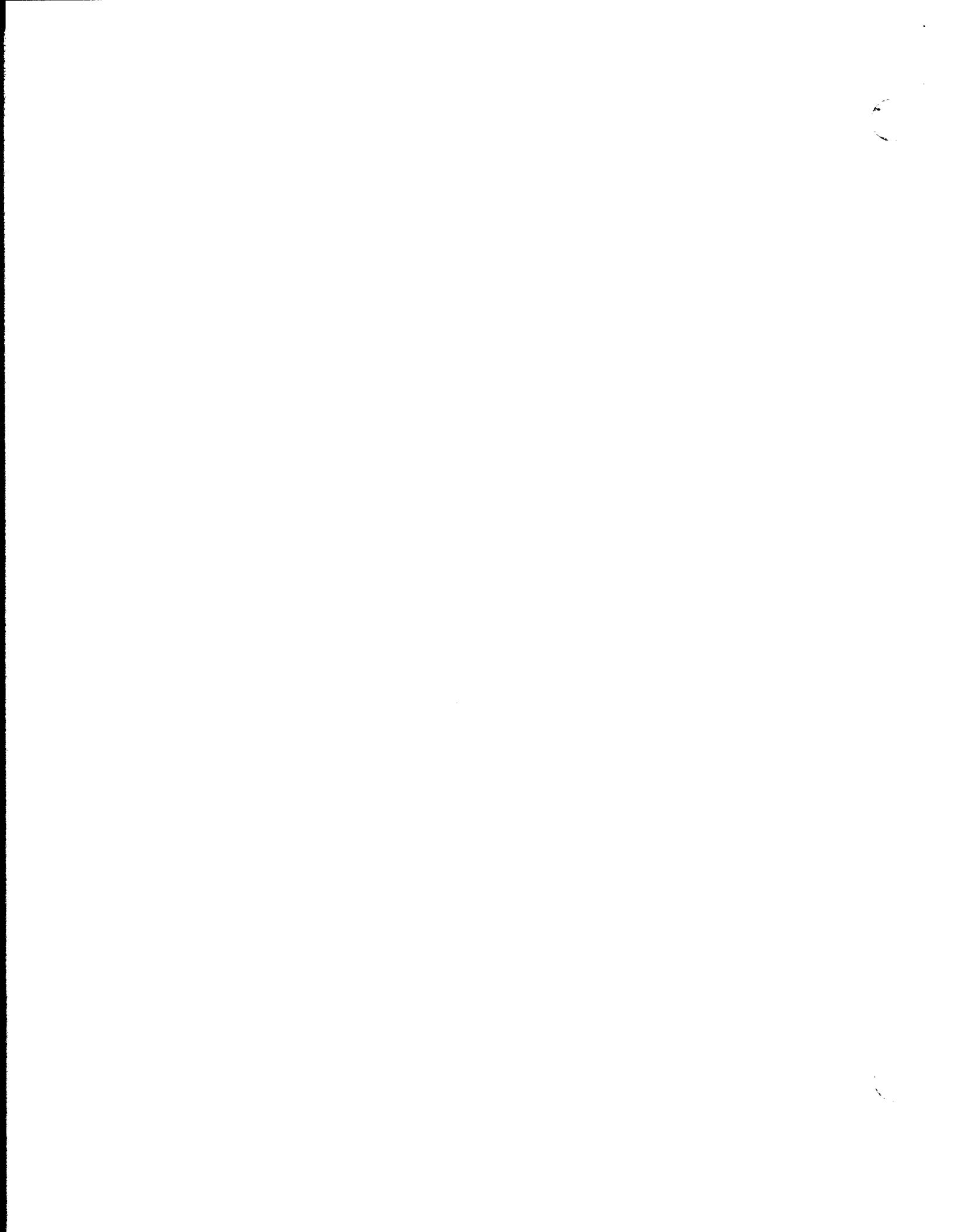
A-25. Disposal of uncontaminated buildings and other improvements for removal off-site. (REC required).

A-26. Studies that involve no commitment of resources other than manpower (REC required).

A-27. Study and test activities within the procurement program for Military Adaptation of Commercial Items for items manufactured in the U.S. (REC required).

A-28. Development of table organization and equipment documents, no fixed location or site.

A-29. Grants of leases, licenses, and permits to use DA property for or by another governmental entity when such permission is predicated upon compliance with the NEPA. (REC required.)



APPENDIX D

APG NATIONAL ENVIRONMENTAL POLICY ACT CHECKLIST
(APG Reg 200-1)

1. Does proposed test or action involve the following:

	YES	NO		YES	NO
Clearing/removing trees	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Disturbance to rivers,	<input type="checkbox"/>	<input type="checkbox"/>
Intrusive Activities?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	bay, inlets, ponds, etc?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Filling of wetlands?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Exceptional loud noises?	<input type="checkbox"/>	<input type="checkbox"/>
Asbestos Abatement?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Lead Abatement?	<input type="checkbox"/>	<input type="checkbox"/>
Need Site Approval?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Design Review?	<input type="checkbox"/>	<input type="checkbox"/>
Building Renovation?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Building Demolition?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Solid Waste Management Unit (SWMU) or IRP action?	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input checked="" type="checkbox"/>

2. Will there be an effect on the following as a result of the proposed test or action, or will a known/suspected violation of an environmental regulation result?

	YES	NO		YES	NO
Airborne particulates	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Airborne vapors	<input type="checkbox"/>	<input checked="" type="checkbox"/>
liquid wastes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Utilities Usage	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Noise	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Erosion	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Radiation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Storm water runoff	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pesticides	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Odors	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Hazardous Materials	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Hazardous wastes	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Historic Building	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Other?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

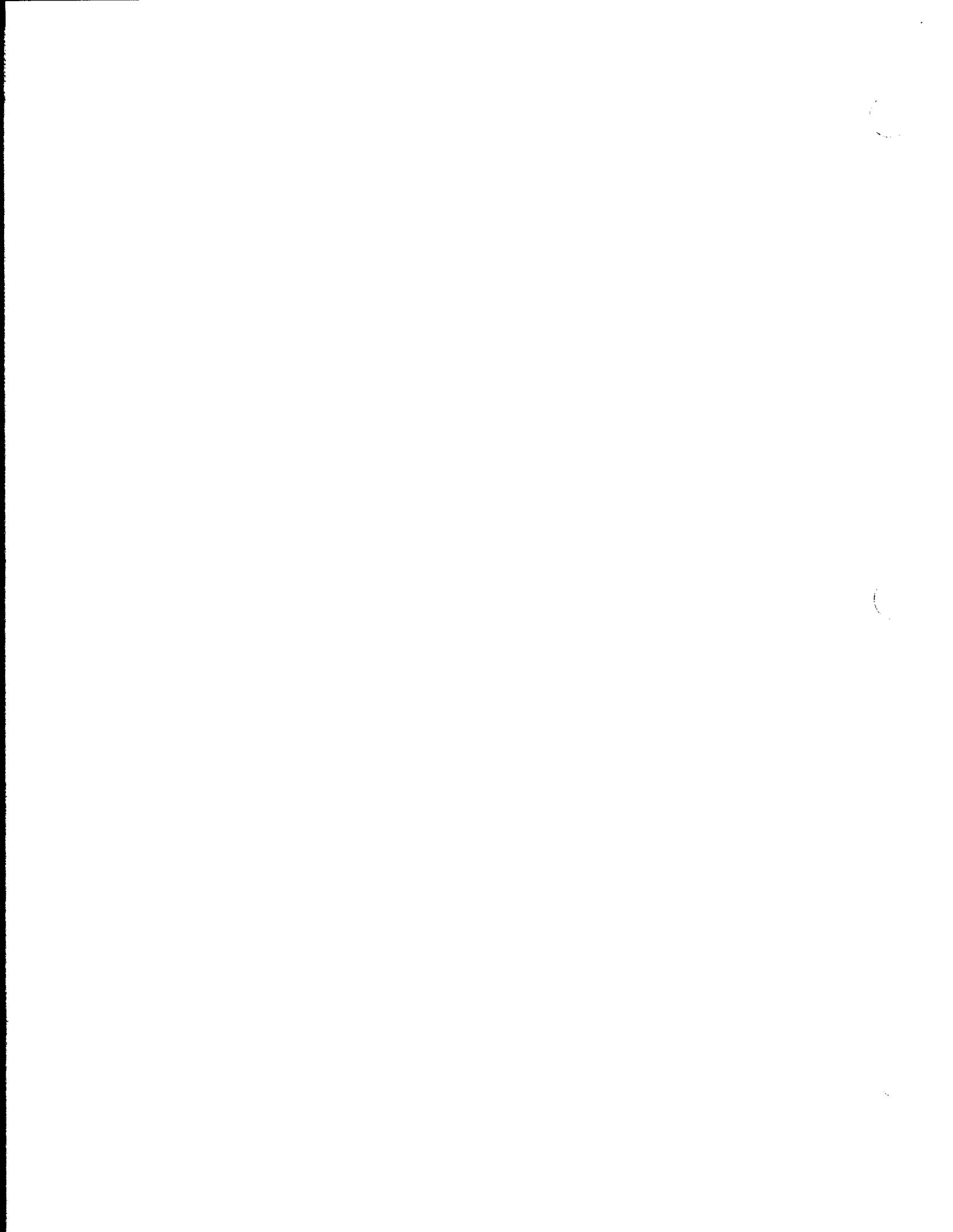
3. Will the following be done?

	YES	NO		YES	NO
Clearing/removing trees	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Disturbance to rivers,	<input type="checkbox"/>	<input type="checkbox"/>
			bay, inlets, ponds, etc?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Filling of wetlands	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Exceptional loud noises?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Asbestos Abatement	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Lead Abatement?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Need Site Approval?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Design Review?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

4. Any "Yes" answers from above must be specified here!

1. ~~Building Renovation~~ - will have two rooms renovated.
2. ~~Airborne Particulated~~ - The sanding of the drywall will have airborne dust particles which will be restricted in movement by a dropcloth and cleaned using appropriate safety measures.
3. ~~Although the renovation is located in a historic building, the walls will be replaced in kind after prior approval from the~~

5. ~~Signature of the accompanying Record of Environmental Consideration (REC)~~
and completion of this checklist by the proponent, constitutes thorough review of all possible factors listed above.



APPENDIX E

COMMANDER'S ENVIRONMENTAL EVALUATION CHECKLIST
(APG Reg 200-1)

I. EVALUATION

SEDIMENT AND EROSION CONTROL

- 1. All projects disturbing in excess of 5000 sq. ft. or 100 cu. yds. of soil have State approved sediment and erosion control plans. Y N NA
- 2. The responsible personnel on a construction site are green card certified with the Maryland Department of the Environment. Y N NA
- 3. Sediment pollution is being abated on all earth disturbing projects. Y N NA
- 4. Inspections are being conducted to evaluate and correct all sediment and erosion control deficiencies. Y N NA
- 5. Planning is conducted to ensure compliance with all sediment and erosion control requirements and regulations. Y N NA

NOISE

- 6. All activities are conducted in accordance with Aberdeen Proving Ground's Installation Compatible Use Zone Program. Y N NA
- 7. All noise producing activities are coordinated with ATC Range Control. Y N NA

NEPA DOCUMENTATION

- 8. All renovations, new construction, disposals, testing projects and maintenance of buildings operated by the tenant/operator of the facility have either a Record of Environmental Consideration and/or an Environmental Assessment (EA) that addresses the action and the document is on file. Y N NA

WASHRACKS

- 9. All washracks have been inspected monthly and logs are maintained. Y N NA

DISCHARGES

- 10. Daily Laboratory discharge logs have been maintained for all sanitary sewer system discharges and the logs submitted to DSHE biannually. Y N NA
- 11. Conducted a minimum of three consecutive days of sampling of all non-domestic sanitary system discharges on a biannual basis. Y N NA
- 12. All fixer waste resulting from photographic, X-Ray, etc. processing has been transported to building 322 for silver recovery and disposal. Y N NA

EAP Form 1220, 1 Feb 96 (Replaces STEAP-SH Form 76-R, Jun 95, which will not be used)

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13. All other wastes resulting from photographic, X-Ray, etc. processing has been analyzed at least annually. Y N NA

14. All floor drains have been inspected to assure that no hazardous/contaminated waste can discharge to the environment or sanitary system. Y N NA

15. Discharge guidance has been requested for all non-domestic discharges to the sanitary system, which are not specifically approved or prohibited by the Sewer Use requirements. Y N NA

16. All septic systems are monitored to assure that non-domestic waste was not discharged to the system. Y N NA

HAZARDOUS WASTE

17. All personnel who generate, store, treat, and/or otherwise handle hazardous waste are properly trained and training records are kept on site. Y N NA

18. All managers who supervise personnel who generate, store, treat and/or otherwise handle hazardous waste are properly trained. Y N NA

19. All satellite accumulation sites are properly operated, inspected and there are proper records at each site. Y N NA

20. All 90-day temporary storage sites are properly operated and inspected and there are proper records at each site. Y N NA

21. All RCRA permitted sites and/or sites in the permitting process are properly operated and inspected and proper records are at each site. Y N NA

22. The hazardous waste temporary storage site manager has entered all items into the hazardous waste tracking system on the date they were received. Y N NA

WILDLIFE MANAGEMENT

23. If testing and/or training areas are adjacent to hunting areas, the areas are made available for hunting when not needed for the mission. Y N NA

24. When developing a mission project, planners attempt to minimize the impact on fish and wildlife. Y N NA

ENDANGERED SPECIES

25. Impacts on endangered species are considered when developing mission projects. Y N NA

26. The planning elements of the organization have the locations of endangered species habitats, nests, etc., available. Y N NA

AIR QUALITY

27. All air sources that hold air permits are operating in accordance with their permit. Y N NA

28. All new construction or reconstruction of facilities that require air permits obtain the permits before construction/reconstruction begins.

(Y) N NA

STORMWATER

29. All industrial facilities which are covered by APG's NPDES Stormwater General Permit are inspected at least annually.

(Y) N NA

30. All personnel at industrial facilities which are covered by APG's NPDES Stormwater General Permit are trained at least annually.

(Y) N NA

SOLID WASTE

31. All dumpsters are maintained properly, lids are closed and improper waste is not disposed of in dumpsters.

(Y) N NA

32. Scrap tires are only stockpiled at permitted areas.

(Y) N NA

33. All nonhazardous ash dumpster/drums are maintained properly.

(Y) N NA

34. All medical waste is handled properly, and all medical waste records are maintained properly.

(Y) N NA

35. If your organization operates a solid waste facility, it has all necessary solid waste permits/licenses it needs to operate, and the facility is operating in accordance with the permit/license.

(Y) N NA

WETLANDS

36. Before starting any project that impacts on a wetland area, your organization has obtained the proper permits.

(Y) N NA

37. If you have a permit to impact on a wetland, all permit conditions have been met.

(Y) N NA

RADIATION

38. Maintains inventory of radioactive waste.

(Y) N NA

39. Complies with Nuclear Regulatory Commission license conditions.

(Y) N NA

CULTURAL RESOURCES

40. All renovations and/or disposal of historic buildings (50 years or older) have proper State Historic Preservation Office documentation on file.

(Y) N NA

41. All discovered archeological artifacts have been mapped and have been turned in to the DSHE Historical point of contact.

(Y) N NA

COMMANDER'S ENVIRONMENTAL EVALUATION

I have reviewed my environmental program, utilizing the Commander's environmental Evaluation checklist and other methods of evaluation, and have not detected any weaknesses/deficiencies in my environmental program except as included below (please utilize additional paper when necessary). If weaknesses/deficiencies are indicated, I have included what actions are being undertaken to correct the weaknesses/deficiencies.

SAMPLE

Commander/Director Signature

John Doe

Organization

1 April 1996

Date

APPENDIX F

ABERDEEN PROVING GROUND
ENVIRONMENTAL QUALITY CONTROL COMMITTEE
CHARTER

21 April 1993

1. Organization and Function.

a. Aberdeen Proving Ground (APG) Environmental Quality Control Committees (EQCC) will be comprised of two bodies; the Senior EQCC and the Working Level EQCC.

b. The Senior EQCC will be chaired by the APG Installation Commander (IC). It is mandatory that all activity/unit commanders or, in their unavoidable absence, the next senior member of their staff attend. In addition, it is highly recommended that activity/unit environmental coordinators and key personnel attend.

(1) The Senior EQCC allows for dissemination of current APG environmental issues and actions to all attendees.

(2) The Senior EQCC provides an excellent forum to share environmental concerns with local and State elected officials, regulatory representatives and their respective staffs.

c. The Working Level EQCC will be chaired by the APG Deputy Installation Commander (DIC). The Director, Safety, Health and Environment, U.S. Executive Secretary (ES). The membership of the Working Level EQCC will be comprised of principal and associate members. Attendance at the Working Level meetings is mandatory for all principal members. Principal members are generally recognized to have mission requirements with direct relationship to environmental quality at APG. As such, their attendance at the Working Level EQCC meetings is considered integral to the function of the committee and, therefore, necessary for the effectiveness of the Working Level EQCC. Associate members are generally recognized to have mission requirements more administrative in nature and are, therefore, welcome but not obligated to attend the Working Level EQCC meetings. Associate members include representatives of all tenant activities supported by APG who are not principal members.

(1) The Working Level EQCC acts as a nonregulatory body on the broad range of environmental issues covered in AR 200-1, Environmental Protection and Enhancement, and other related/referenced regulations.

(2) Its purpose is to foster comprehensive policies and procedures which will preserve, protect and enhance the environment of APG. In short, the Working Level EQCC supports Total Quality Environmental Management for the installation.

(3) The Working Level EQCC serves to advise the APG IC on environmental priorities, policies, strategies, and programs.

(4) Its meetings serve as forum for information exchange among tenant and USAGAPG environmental coordinators/points of contact and other key personnel located at APG.

(5) The Working Level EQCC has no regulatory authority outside that afforded it by this charter, APG regulation or the IC.

2. Working Level EQCC Principal Membership.

a. Principal members include the following activity/unit individuals (or their designated representative) with the authority to represent their command:

- (1) The Installation Environmental Quality Coordinator.
- (2) The USAGAPG Director/Officer of:
 - (a) Public Works.
 - (b) Resource Management.
 - (c) Logistics.
 - (d) Civilian Personnel.
 - (e) Community and Family Activities.
- (3) The Environmental Science Officer and the Chief of Industrial Hygiene, Kirk U.S. Army Health Clinic.
- (4) The Environmental Coordinators/Points of Contact of:
 - (a) U.S. Army Center for Health Promotion and Preventive Medicine.
 - (b) U.S. Army Research Laboratory.
 - (c) U.S. Army Edgewood Research, Development and Engineering Center.
 - (d) U.S. Army Aberdeen Test Center.
 - (e) Defense Reutilization and Marketing Office.
 - (f) U.S. Army 203d MI Battalion.
 - (g) U.S. Army National Ground Intelligence Center, Materiel Operations Division.
 - (h) Maryland Army National Guard (MDARNG).
 - (i) MDARNG-Weide Army Aviation Support Facility.
 - (j) U.S. Army Medical Research Institute of Chemical Defense.
 - (k) U.S. Army Ordnance Center and School.
 - (l) Program Manager for Chemical Demilitarization.
 - (m) U.S. Army Technical Escort Unit.
 - (n) U.S. Army Test, Measurement and Diagnostic Equipment Support Center.
- (5) The Environmental Law Specialist, Office of the Chief Counsel/Staff Judge Advocate and the Chief, Public Affairs Office, U.S. Army Test and Evaluation Command (TECOM).
- (6) The Safety and Health Manager, USAGAPG.

(7) Chief, Fire and Emergency Services Division, Directorate of Safety, Health and Environment, USAGAPG.

(8) The Surety Officer, USAGAPG.

(9) The Radiation Protection Officer, USAGAPG.

b. Organizations/individuals may petition the Chairperson to change their membership status. The chairperson reserves the authority to act on the petitions.

3. Subcommittees.

a. There will be standing subcommittees for environmental areas of concern. The chairperson, in consultation with the ES, will appoint principal members, or their designated representative, to serve on subcommittees. The goal is to have all principal members actively participating on subcommittees whose focus affects their activities and/or interests. The Environmental Law Specialist, Office of the Chief Counsel/Staff Judge Advocate, TECOM will be exempt from serving on any particular subcommittee, but will provide legal counsel to any subcommittee as deemed necessary. Other committees may be established by the Chairperson.

b. The Subcommittees are:

(1) Natural Resources Conservation and Beautification Committee.

(2) Hazardous Waste Committee.

(3) Blast, Shock and Noise Committee.

(4) Radiation Control Committee.

(5) Recycling and Solid Waste Committee.

(6) Water and Wastewater Committee.

(7) Air Quality Committee.

(8) Historical/Archeological Committee.

c. Subcommittee chairpersons will be the DIC or designated representative. The subcommittee chairpersons will conduct the meetings and execute their purposes of exchanging information, fostering group dynamics, overseeing proposals, and assuming ownership. Chairpersons will convene meetings as necessary to identify and discuss issues, and develop proposed solutions. The chairpersons will provide meeting minutes to EQCC principal members prior to the next EQCC meeting and report on subcommittee activities at EQCC meetings. The Working Level EQCC ES shall appoint subcommittee executive secretaries. The subcommittee ES will support the chairman in scheduling and conducting meetings and publishing minutes.

d. Subcommittees are working groups. As such, the burden of work should be shared. Tasks such as conducting necessary research, preparing minutes and solving problems should be shared among all members.

e. Issues and proposed solutions will be brought before the Working Level EQCC for resolution.

4. Conduct of Business.

a. The Senior EQCC meetings will be convened once every month or as the Chairperson selects. Commanders of all APG organizations will be knowledgeable on all environmental matters concerning their command. Representatives of DSHE will present the Senior EQCC briefings, regarding the status of current projects affecting APG environmental quality. Briefings will consist of core topics and cyclic topics.

b. The Working Level EQCC will convene meetings once every two months or as the Chairperson selects. Subcommittees will convene meetings, at a minimum, during the intervening months. Subcommittee chairpersons will report on their activities at the Working Level EQCC meetings.

c. The ES will, in consultation with the Chairperson, establish the agenda for the Working Level EQCC meetings. Members are encouraged to suggest agenda topics. The ES will regularly designate principal members and/or relevant speakers to make presentations to the Working Level EQCC regarding topics of general interest.

d. The Chairperson will oversee proceedings of the Working Level EQCC meetings.

e. The ES will ensure that minutes are taken at all of the Working Level EQCC meetings. As the Working Level EQCC is not a regulatory body, rather one provides the IC advice on environmental priorities, policies, strategies and programs, expressed opinions will be reflected in the minutes though not necessarily in regulations or directives. Following approval by the Chairperson, minutes will be forwarded to the Chairperson of the Senior EQCC and distributed to the Working Level EQCC principal members. Additionally, significant issues discussed during the Working Level EQCC will be briefed to the APG IC during the Senior EQCC meetings.

APPENDIX G

NATIONAL ENVIRONMENTAL POLICY ACT (NEPA) PROCEDURES

This appendix provides an overview of the APG NEPA process. The NEPA requires evaluation of all Federal actions that have the potential to affect the human environment. This is accomplished by using several methods of analysis and documentation, but not always begins with a systematic, logical methodology. First it is determined whether or not the action requires environmental analysis, then what type of documentation is needed. For a better understanding of terms used in the NEPA process before beginning this overview, refer to appendix A of this regulation.

Initial Analysis.

The decisionmaking process begins with the identification of a proposed action by the proponents. An initial analysis is performed to determine the need for and type of NEPA documentation required.

First, the action is compared to the Army list of categorical exclusions (CX) in appendix A or AR 200-2. If the proposed action fits one of these exclusions, it must be evaluated according to the screening criteria in section II of that appendix to determine whether or not there are extraordinary circumstances. If the proposed action passes all the screening criteria then a CX may be used. The CX is documented via a Record of Environmental Consideration (REC) signed by the proponent and the APG environmental quality coordinator (Director, Safety, Health, and Environment).

If the proposed action is not categorically excluded, a decision must be made whether to prepare an environmental assessment (EA) or an environmental impact statement (EIS).

Record of Environmental Consideration (REC).

A REC is a short environmental document used by the Army to show that the environment has been considered in the planning process. This document must conclude that a CX is applicable or the action is covered in an existing EA or EIS. Although only specific CXs require a REC, all environmental analysis should be documented. The simplest way to do this is to prepare a REC for all CXs, not just those that specifically require one. The format for the REC is located in appendix B of this regulation. To aid proponents of actions at APG, there is an APG National Environmental Policy Act Checklist (appendix D) that should be used before deciding what NEPA document (REC, EA, and/or EIS) may be needed. Additionally, all REC's must have "yes" answers from the environmental checklist annotated on the back of the REC.

Specific APG REC Procedures/Steps.

1. The proponent must send two copies of a REC to the APG NEPA program manager. The program manager will sign both copies, keep one, and send the other back to the proponent.

2. It is Not necessary to send a copy of the environmental checklist for each REC. It will be assumed by the reviewers that there are no "yes" answers associated with the project/action if a REC has none annotated on the back. All "yes" answers from the APG environmental checklist must be annotated on the back of each REC. Specifically, why is the answer a "yes".

3. The APG NEPA program manager has four working days to review the REC. Either the signed REC or written questions regarding the REC will be sent to the proponent after the 4 review days.

4. If the proponent is utilizing an EA to justify a REC for a specific action, and the EA is over 3 years old, a written statement as to how the EA is still current (no new environmental regulations implemented since the EA's FNSI, etc.) must accompany the REC.

5. Since the main purpose behind the NEPA legislation is to properly plan a project/action, RECs with expired start dates will not be accepted.

6. The Directorate of Safety, Health and Environment can review any REC for environmental compliance. Any comments regarding RECs, returned to the proponent should be addressed in writing back to the NEPA program manager.

Environmental Assessment.

An environmental assessment, of EA, is prepared to identify the environmental effects of a proposed action and to determine whether or not any of the impacts are significant. It is determined that the environmental effects of a proposed action are not significant, a Finding of No Significant Impact (FNSI) is prepared and published in local papers, allowing the public thirty days to comment on the EA. If the EA concludes that significant impacts may occur, an EIS is required. A notice of intent (NOI) to prepare an EIS is published in the Federal Register to initiate the EIS process and notify potentially interested parties. It includes a description of the action and alternatives, and the time and place of scoping meetings.

Environmental Assessment Procedures/Steps.

1. The proponent of a project/action is required as per AR 200-2, to initiate the EA process by preparing the document. Before submitting a draft EA to the APG NEPA program manager, ensure all environmental media have been addressed to include, but not limited to, the 106 consultation letter to the Maryland State Historic Preservation office, 401/404 Wetlands permits, Air permits, Water Discharge permits, etc.

2. The proponent must submit 15 copies of the draft EA to the APG NEPA program manager. Two copies will be sent to the Maryland State Clearinghouse, three copies sent throughout the Directorate of Safety, Health and Environment, and one copy sent to the Harford County Government. The review period for the draft EA will be one month from the time of submittal.

3. Address all comments regarding the draft EA in writing and send a copy of the written comments and answers to the APG NEPA program manager. The EA will not be processed for final signatures unless all comments have been addressed in writing.

4. Return the final draft, EA, with comments address and any modifications completed, to the APG NEPA program manager. The program manager will send the EA through the final signature route.

5. The APG NEPA program manager will send the final EA back to the proponent. The proponent must send a copy of the EA to the Public Affairs Office, TECOM as soon as receipt from the APG NEPA program manager.

APPENDIX H

INSTALLATION RESTORATION ACTIVITIES

NEPA COMPLIANCE

The Installation Commander will ensure that the environmental assessment and impact analysis requirements of the National Environmental Policy Act of 1969 (NEPA) are incorporated into Installation Restoration Program project planning and activities, reports, decision documents, and public involvement planning. Documentation and public participation requirements of NEPA and its implementing regulations promulgated by the Presidents's Council on Environmental Quality (CEQ) will be satisfied for response actions unless they qualify for exemption in accordance with AR 200-2. In the case of remedial actions, NEPA and CEQ documentation requirements may be satisfied by incorporation in a Feasibility Study of RI/FS. For removals and operable units, and for site inspection or remedial investigation activities that would intrude on sensitive environmental resources, separate documentation will be prepared.

For response actions that qualify for exemption in accordance with AR 200-2, paragraphs 2-2a(8)(a) and (b), a memo will be prepared and kept on file that includes at least:

- o the title of the action including the site's name and number;
- o a brief description of the response action;
- o anticipated start date and duration;
- o the basis for exemption; and
- o signature of the Installation Commander and the Remedial Project Manager.

If the expected response action might qualify as a major Federal action or may have significant adverse impact on the natural or man-made environment, more complete NEPA documentation will be required.

If it is uncertain whether the action is a major Federal action or has significant adverse effects, the RI/FS would incorporate information required for an Environmental Assessment (EA) as designated in AR 200-2, chapter 5. In essence, the RI/FS would require a purpose and need statement, a description of the proposed action, a list and description of alternatives considered, environmental impact of the proposed action and alternatives, and a conclusion of whether an Environmental Impact Statement (EIS) is needed. This conclusion should be made as soon as possible in the RI/FS process so that, if needed, the additional work and time needed for an EIS will not disrupt the RI/FS.

If it is determined that the action is a major Federal action and/or does have significant effects, a Notice of Intent to prepare an RI/FS-EIS will be published in the Federal Register. An EIS must contain a statement of the purpose and need for the action, a list and description of the alternatives considered, description of the affected environment, and a section on environmental and socioeconomic consequences as described in 40 CFR, Part 1502.10 and AR 200-2, chapter 6 and appendix D.

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When NEPA requirements are met by publication of a CERCLA Document, the document's cover sheet will include the legend: "This document is intended to comply with the National Environmental Policy Act of 1969." Any other response action will require separate NEPA documentation with mention of the intent to comply with NEPA.

Evaluation of the environmental effects of chemical releases from hazardous waste sites is a component of baseline risk assessments, normally prepared as part of the site characterization step of an RI/FS (see section IV.G.). Both the human health and environmental risks posed by a site are considered in decisions on the need for, and goals of, subsequent response actions. Guidance for evaluation environmental effects or releases is provided in Risk Assessment Guidance for Superfund, Volume 11, Environmental Evaluation Manual (EPA, 1989). Detailed methods for measuring environmental effects are reviewed in Ecological Assessment of Hazardous Waste Sites: A Field and Laboratory Reference (EPA, March 1989).

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6. Once the final draft EA has been signed, the APG NEPA program manager will send the original EA back to the proponent, and publish the FNSI in four local newspapers (in legal section of the papers). This notifies the public that a copy of the EA can be reviewed in the Public Affairs Office, TECOM.

7. Every 3 years the proponent must update the EA. This can simply be done by modifying the EA to include any new environmental regulations, and publishing the FNSI in the papers again for any comments. The entire NEPA EA review process is not necessary, unless the APG NEPA program manager has received concerns from other program managers (i.e; air, water, hazardous waste, etc.). These concerns will be provided to the proponent in writing.

8. Should there be a large amount of public interest requesting a meeting on a EA, the APG NEPA program manager will consult with the proponent of the EA for a time a date. The proponent of the EA will be required to answer and defend the EA!

Environmental Impact Statements.

The determination that significant impacts will or may occur triggers the decision to prepare an EIS. However, the purpose of the EIS is not to determine if significant impacts will occur. An EIS is prepared to analyze the context, duration, and intensity of impacts to the environment as a result additional information regarding the EIS process, refer to AR 200-2.

