

BRAC ENVIRONMENTAL, SAFETY AND HEALTH CHECKLIST for EFD/EFA Use

A BACKGROUND

BASE NAME: _____

MAJOR CLAIMANT: _____

OPERATIONAL CLOSURE DATE: _____

Points of Contact

	Name/code	Phone Number
EFD Safety		
EFD Environmental		
EFD BRAC		
CSO		
CSO Safety Coordinator		
Activity OSH Manager		
Activity BRAC Coordinator		
Activity Facility Closure Coordinator		

Occupational Health Nurse		
Industrial Hygienist(s)		
Human Resource Office (comp claim person)		
Fire Protection		
Navy On Scene Coordinator		
BRAC Environmental Coordinator		
Base Transition Office		
RAB Chairperson - Community - Military		

TRANSFER AGREEMENT DATE: _____

BRAC CLEAN-UP PLAN DATE: _____

EBS: _____

COOPERATIVE AGREEMENT: _____

B PEOPLE

1. CARETAKER SITE OFFICE SAFETY AND HEALTH RESPONSIBILITIES

- a. Inspections
 - 1. NAVSEA Detachment or other Navy
 - 2. Contractors
 - 3. Tenants
- b. Accidents EFD/EFA personnel Tenants NAVSEA Det/Other
Navy
 - 1. Investigations
 - 2. Reports
 - 3. Process Comp Claims
- c. Personal Protective Equipment (for EFD/EFA personnel)
 - 1. Select
 - 2. Provide
 - 3. Fit
 - 4. Train
- d. Provide Training - conduct, schedule
- e. Confined Space Program
 - 1. Testing
 - 2. Permits
 - 3. Rescue (and specific site training)
- f. Asbestos/Lead Paint Removal/IR Site work (3rd party monitor)
- g. Review of Health and Safety Plans (coordinate with 09K)
- h. Records location (inventories, training, industrial hygiene, facility conditions, etc.)

2. PUBLIC SAFETY (FIRE, SECURITY, HAZARDOUS MATERIALS) Requirements

- a. 911 emergency call response (accidents, heart attacks, security)
- b. Visitor control (to avoid visitor accidents)
- c. HAZMAT spills (first responder)
- d. Confined space rescue (training requirement)
 - 1. CSO
 - 2. Tenants
 - 3. Visitors
 - 4. Detachment
- e. Burn Permits for welding (tenants, contractors, NAVSEA Detachment)
- f. Fire Inspections
- g. Illegal Haz Waste Dumping Control

FOR CONTINUING USE BUILDINGS:

- h. Fire Extinguishers - current inspections
- i. Sprinkler systems - tested/adequate
- j. Eyewash/showers etc. necessary to meet safety codes

3. ACTIVITY PERSONNEL TRANSFERRING TO EFD/EFA

NAME	SSN	POST CLOSURE TASK	COMP CLAIM (last 5 YRS)	MEDICAL RECORDS (location)	CERTIFICATIONS (DATE OF LAST CERT)

4. CARETAKER SITE OFFICE ENVIRONMENTAL RESPONSIBILITIES

- a. Permits (application, compliance)
- b. Recordkeeping (maintain, update, compliance)
- c. Reporting (data collection, report generation, schedule)
- d. Training (development, schedule, conduct)
- e. Self-Audit (schedule, oversight, EFD assistance?)
- f. Tenant Supervision (for environmental compliance not operations)
- g. Detachment Supervision (for environmental compliance not operations)
- h. IR Supervision (for environmental compliance not operations)

C FACILITIES

1. FUNDING

AMOUNT	OPERATION	TASKS*
	Asbestos	
	Lead Paint	
	PCB	
	GRAM	
	Building Closure	
	Life Safety	
	Broken steps/handrails, etc.	

* Specify: Survey, Removal, Repair,

2. HAZARDOUS PROCESSES (OLD)

BUILDING NUMBER	OPERATION	STATUS

C FACILITIES

3. BUILDING FILES

- a. Do the building history files clearly identify safety and health hazards (e.g. fall, electrical, confined spaces, egress, lead paint, biohazard dusts).
- b. Have all designated personnel signed off the appropriate sections?
- c. Have buildings, equipment, electrical with remaining hazards been red tagged?
- d. What safety and health problem buildings still exist?

BUILDING NUMBER	HAZARD/ISSUE	STATUS

C FACILITIES

4. SPECIAL FACILITIES (remaining open/in use, e.g. dry-docks, towers, antennas, open pits I/O, diving facilities)

FACILITY	SAFETY & HEALTH IMPACT

5. PERMITTED OPERATIONS: remaining after transfer (i.e., operations associated with utilities, HW)

TYPE	STATUS	SIGNED BY:
WATER		
AIR		
HAZARDOUS WASTE		
PROCESS OPERATIONS		

6. LEVEL OF CLOSURE (1-6) SPREADSHEET:

7. LEASE ENVIRONMENTAL, SAFETY AND HEALTH REQUIREMENTS:

8. OTHER DISPOSAL ISSUES

D TENANTS

	POINT OF CONTACT	PHONE NUMBER
<i>LRA/RDA</i>		

GOVERNMENT

WHO	OPERATIONS/ LOCATION	ES&H IMPACT (MOU requirements, CSO held permits)	POST CLOSURE OVERSIGHT*	ES&H POC

* Quarterly, monthly, weekly, daily, none

NON-GOVERNMENT LESSEES

WHO	OPERATIONS	ES&H IMPACT (lease requirements, CSO held permits)	POST CLOSURE OVERSIGHT*	ES&H POC

* Quarterly, monthly, weekly, daily, none

E PERMITS

TYPE	HELD BY/NUMBER	STATUS (open or closed)
AIR		
CWA		
SDWA		
RCRA		
*REACTIVE PROCESSES (i.e., plating shop)		

*Transfer identification number

HAZARDOUS WASTE GENERATOR NUMBER: _____

F. COMPLIANCE

1. SELF-ECE/AUDITS (SCHEDULE)

Detachments

DETACHMENT	CONDUCTED BY	HOW (by media, by organization)	FREQUENCY	WHO GETS THE REPORT

Tenants

WHO WILL PROVIDE OVERSIGHT	FREQUENCY

Caretaker Site Office

CONDUCTED BY	SCOPE (What will you look at? i.e., each media, permits compliance, plans, recordkeeping)	WHO GETS THE REPORT

2. CSO ENVIRONMENTAL STAFF

NAME	FUNCTION	PHONE

3. CONTRACTOR & TENANTS

NAME	NUMBER	ENVIRONMENTAL POC
CONTRACTOR		
TENANTS		

4. PLANS

TYPE	STATUS	INCLUDES TENANT?	OTHER
ODS PHASEOUT			
HMC&M PLAN			
SPCC PLAN			
SOLID WASTE MANAGEMENT PLAN			
ASBESTOS O&M PLAN			
OIL & HAZARDOUS SUBSTANCE CONTINGENCY PLAN			

5. RECORDS

TYPE	WHERE LOCATED	OTHER
Hazardous Waste		
PCB		
Asbestos		
UST/AST		
HMC&M (MSDS, waste stream determination)		
Confined space inventory		
Hazard Abatement Log		

6. PENDING REGULATORY ACTIONS

TYPE (NOV, order)	ISSUED BY	MEDIA	DATE ISSUED	STATUS	OTHER

7. NAVY REQUIRED REPORTING REQUIREMENTS

TYPE	FREQUENCY	OTHER
A-106		
STATUS OF ELIMINATION OF ODS		
OIL SPILL		
HAZARDOUS SUBSTANCE RELEASE		
PCB INVENTORY		
SOLID WASTE & HAZARDOUS WASTE REPORT		
ECE REPORT		
REPORT ON RECEIPT OF NOV/NON		

8. PERMIT REPORTING REQUIREMENTS (if applicable)

TYPE	FREQUENCY	OTHER
AIR PERMITS		
WATER PERMITS		
HAZARDOUS WASTE PERMITS		
PERMITTED SPECIAL PROCESSES		
EPCRA REPORTING REQUIREMENTS		

G REMEDIATION

1. HASP Review (09K Coordination) (NEHC Review?)
2. Other data:

6/6/96