



DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, RED CLOUD AND AREA I
UNIT # 15707
APO AP 96258-5707

REPLY TO
ATTENTION OF:

Policy Letter # 6-3

27 AUG. 2014

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MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Environmental Officer (EO) Program Policy

1. References:

- a. Army Regulation (AR) 200-1, Environmental Protection and Enhancement, 13 December 2007.
- b. US Forces Korea (USFK) Regulation 201-1, Environmental Governing Standard (EGS), 18 June 2012.

2. Purpose: To establish a unit and organizational environmental representative program that:

- a. Provides trained environmental points of contact at each unit or organization at the various levels of command.
- b. Assures unit and organizational compliance with US Army and Host Nation environmental rules, regulations, and laws.

3. Applicability: This policy applies to all staffs, directorate, units, tenant offices, contractors, and other organizations within USAG Red Cloud and Area I.

4. EO Assignment:

a. Each brigade, battalion, and separate detached units who handle, store, transport and manage POL, Hazardous substances and chemicals will appoint a primary and alternate EO in writing on appropriate orders to act as the unit's point of contact (POC) for environmental concerns. This includes all separate Army detachments, units, and detachments from other Armed Forces Branches tenant to USAG Red Cloud and Area I activity. Forward a copy of the assignment orders to the Directorate of Public Works (DPW), Environmental Division.

b. Each Directorate and support activity and organization who handle, store, transport and manage POL, Hazardous substances and chemicals will appoint a primary and alternate EO at each level of supervision (i.e. division, branch, shop, etc.) in writing on appropriate orders to act as the organizational POC for environmental

IMRD-ZA

SUBJECT: Environmental Officer (EO) Program Policy

concerns. Forward a copy of the assignment orders to the DPW, Environmental Division.

c. All contractors who handle, store, transport and manage POL, Hazardous substances and chemicals, working within USAG Red Cloud and Area I daily for 6 months or more will appoint a primary and alternate EO at each level of supervision in writing to act as POC for environmental concerns. Forward a copy of the assignment orders to the DPW, Environmental Division.

5. EO Duties and Responsibilities: This EO is the unit commander's "eyes and ears" for the unit's environmental programs assuring compliance with all environmental laws, directives, policies, the USFK Regulation 201-1, Environmental Governing Standard (EGS), and Army environmental regulations.

a. Advise unit commanders or organizational supervisors on matters related to the implementation of this policy.

b. Advise management in developing and implementing the environmental management and compliance program in their unit or organization.

c. Organize, plan, and implement an effective environmental management and compliance program at the local level.

d. Develop and maintain Standard Operating Procedures (SOP) for environmental management and compliance program elements.

e. Provide program coordination with USAG Red Cloud and Area I Environmental Division.

f. Publicize environmental management and compliance policies and procedures.

g. Maintain spill response supplies and equipment.

h. Implement and maintain an environmental awareness campaign.

i. Maintain proficiency in environmental management and compliance topics.

j. Maintain access to environmental reference publications and regulations, including USAG Red Cloud and Area I environmental policies, and applicable Army and USFK rules and regulations.

k. Inspect or coordinates the periodic inspection of facilities for compliance with applicable environmental policies and regulations.

IMRD-ZA

SUBJECT: Environmental Officer (EO) Program Policy

l. Coordinate self-conducted facility inspection and program evaluation using the activity and operational checklists.

m. Document audit and inspection data, and track corrective actions accordingly.

n. Assist management in assuring that all environmental accidents or incidents are investigated and reported in accordance with USFK Regulation 201-1, Environmental Governing Standard (EGS) and USAG Red Cloud and Area I policies.

o. Serve as a member of the Environmental Quality Control Committee (EQCC) and an advisor to environmental work groups as assigned by the unit commander, supervisor.

p. Conduct training, and coordinates and maintains training record of environmental training for unit personnel.

q. Administer environmental management and compliance programs for applicable functional areas:

(1) Hazardous waste storage/disposal.

(2) Remediation activities.

(3) Recycling.

(4) Water quality.

(5) Wastewater.

(6) Air pollution.

(7) Above/underground storage tanks.

(8) Toxic substances.

(9) Cultural resource management.

(10) Natural resource management.

(11) Pesticide management.

(12) Solid waste management.

(13) Environmental noise.

IMRD-ZA

SUBJECT: Environmental Officer (EO) Program Policy

r. Serve as a technical resource for activities related to the functional areas (e.g. may provide technical expertise for the establishment of local contracts in the functional areas).

s. Serve as the unit or organization Hazardous Waste Manager.

t. Advise unit commanders or organizational supervisors of any environmental problems or potential violation of the environmental rules, regulations, policies, or directives.

u. Maintain competency in accordance with the core competencies described at enclosure.

v. Serve as Cross Function Team members for Environmental Management System (EMS).

6. EO Training and Competency:

a. All personnel assigned as a unit primary or alternate EO must successfully complete 24 hours EO certification course within 3 months after assignment.

b. All certified EOs will be recertified annually by successfully completing an 8 hours EO recertification course.

c. E5 or above is recommended for appointment of Environmental Officer (EO).

7. Point of contact for this memorandum is Chief, Environmental Division, DPW, USAG Red Cloud and Area I at DSN 732-6537.


JOHN W. HAEFNER
COL, EN
Commanding

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