



REPLY TO
ATTENTION OF:

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

Policy Letter # 6-14

IMRD-ZA

27 AUG. 2014

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Non-Hazardous Solid Waste Management Policy

1. References:

- a. Army Integrated (Non-Hazardous) Solid Waste Management Policy, 02 September 2008.
- b. Executive Order 13423, Strengthening Federal Environmental, Energy, and Transportation Management, 24 January 2007.
- c. Executive Order 13514, Federal Leadership in Environmental, Energy, and Economic Performance, 08 October 2009.
- d. USFK Regulation 201-1, Environmental Governing Standard (EGS), 18 June 2012.

2. Purpose:

- a. To implement and document the installation's current solid waste management program.
- b. To set forth goals, targets, and objectives for improving solid waste management through the practices of source reduction, recycling, and Green Procurement.
- c. To specify the strategies and responsibilities for achieving those goals.
- d. To meet the Army requirement an Integrated Solid Waste Management Plan (ISWMP), by FY 2015, all Defense installations are required to divert no less than 50% of the non-hazardous solid waste and at least 50% of the installation will report progress of all supported organizations and activities towards meeting these metrics, using Solid Waste Annual Report, Web-based (SWARWeb).

3. Applicability:

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a. Headquarters, directorates and organizations, all installation support activities and organizations within USAG Red Cloud and Area I installations.

b. All active military and reserve components that are permanently or temporarily stationed at installations within USAG Red Cloud and Area I installations.

c. All support organizations and entities, situated on or operating within the installation boundaries, to include DLA Disposition Service, separate medical facilities, warehouses, and industrial facilities, as well as construction or demolition projects, classified as OMA, MILCON, or BRAC, and executed by the installation Director of Public Works, the US Army Corps of Engineers, or other construction agencies.

d. Section 7 of this policy is applicable to all military personnel, US Government employees, Korean National employees, contractors, and their dependents.

e. Violation of Section 7 of this policy is punitive. Persons subject to the Uniform Code of Military Justice (UCMJ) who fail to comply with Section 7 of this policy are subject to punishment under the UCMJ, as well as to adverse administrative action and other adverse action authorized by applicable laws and regulations. Persons not subject to the UCMJ who fail to comply with the provisions of Section 7 of this policy may be subject to adverse administrative sanctions, including, but not limited to, revocation of privileges such as post-access and command sponsorship when authorized by applicable laws and regulations. Commanders, directors and/or sponsoring agencies must consult with their servicing judge advocate, and their civilian personnel activity center or personnel flight, when employees violate the Section 7 of this policy, or the assistant Chief of Staff for Acquisition Management, USFK, when contractors violate Section 7 of this policy.

4. Requirements:

a. Implement Integrated Solid Waste Management (ISWM) – Installation will incorporate into their AR 420-1 required ISWM plans, the diversion goals of 50% solid waste and 60% construction debris to be achieved by 2015.

b. Continuous Improvement – Installations which have attained the 50% solid waste or the 60% C&D diversion goals ahead of schedule will continue to make continuous improvement, with an aspirational target 1% improvement over the previous year's diversion rate as reported in web based Solid Waste Annual Report (SWARWeb).

c. Waste Prevention and Recycling Program – In accordance with EO 13423, all installations and facilities will have and maintain cost-effective waste prevention and recycling program. Installation will have a Qualified Recycling Program or participate in

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a recycling program, as an integral part of solid waste management program and a tool for maximizing diversion or recovery of recyclable materials from the non-hazardous solid waste stream. Some installation, which are either in remote locations or too small to have a cost-effective waste prevention or recycling program, will manage their wastes in the most efficient and effective manner with the means at their disposal.

d. Construction & Demolition Waste - All military construction, major renovation, and demolition activities shall include C&D waste management requirements in the solicitation documents. For example, contract bid specifications should reference the Unified Facilities Guide Specifications for demolition work and for the selection of methods for the reduction, reuse, and recycling of demolition wastes, or in the case of MILCON Transformation, the request for proposal should require a minimum target of 50% diversion.

5. Reporting:

a. Responsibilities - The installation has primary responsibility to ensure correct non-hazardous solid waste and C&D wastes data for all activities occurring within the boundaries are reported, unless otherwise exempt. It is the duty of the generators of non-hazardous solid waste and C&D wastes to ensure that complete and accurate waste information is provided to the installation point of contract in a timely manner for reporting in SWARWeb. The installation should ensure that major renovation or repair bid documents include requirements for the government representative and the contractor to adhere to the installation's waste management requirement of minimum diversion and accurate and timely reporting. The installation should also ensure that its waste management program official are included at construction pre-bid conferences and contract pre-mobilization meetings to re-enforce the installation's sustainable waste management regulations and reporting requirements.

b. SWARWeb - Army installation's will ensure that solid waste management and C&D activities and quantities are captured and reported in the Solid Waste Annual Reporting System, Web-version (SWARWeb). End of fiscal year data must be inputted by mid-November each year to ensure the roll-up of Army data and the validation process is completed before the OSD deadline.

6. Specific Responsibilities for the various Staff Elements:

Responsible environmental stewardship, focused on Army and federal government regulation compliance as well as proactive management, is crucial to the long-term viability of installations. ISWM is the responsibility of every individual stationed or works at the installations. Key proponent organizations have the responsibility to implement ISWMP. The following section provides a description of the organizations and their responsibilities.

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a. Commander, USAG Red Cloud and Area I:

(1) Establish and/or maintain a functional organizational structure to plan, execute, and monitor the solid waste program.

(2) Provide command emphasis on solid waste reduction, materials reuse, recycling, Affirmative Procurement, and composting.

(3) Chair the Environmental Quality Control Committee (EQCC) or other installation forum that addresses solid waste management.

(4) Encourage Affirmative Procurement and Environmental Preferable Purchasing.

b. Major Subordinate Commanders, Base Operations, and Tenant Activities:

Establish guidelines and procedures to ensure that all subordinate units/activities are aware of and comply with these ISWMP requirements and properly manage solid waste.

c. Directorate of Public Works (DPW) Environmental Division:

(1) Manages the ISWMP for USAG Red Cloud and Area I.

(2) Provides oversight of the solid waste collection and disposal contract to ensure contract obligations are adequately met by the contractor.

(3) Maintains records of solid waste contract performance, and statistical data on solid waste operations.

(4) Program, budget, and support resource requirements for the solid waste management program.

(5) Submits Solid Waste Annual Reports (SWARWeb reports) to higher headquarters.

(6) Maintains trash collection areas.

(7) Provides non-hazardous waste training for personnel responsible for solid waste management.

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(8) Provide information and guidelines on source reduction strategies, green waste management, and pollution prevention to installation personnel and on-post residents.

(9) Periodically review the solid waste disposal contracts and monitor performance of contractors. Evaluate the number and location of trash collection areas, collection truck routes, scheduling, and supervision.

d. Directorate of Public Works (DPW) Engineering Division:

(1) Ensure that construction and procurement contracts meet Federal Green Procurement requirements and source reduction strategies.

(2) For building deconstruction (demolition) contracts, ensure measures for the salvaging, reduce, and recovery materials are incorporated by requiring contractors to provide and follow a waste management plan.

(3) For construction and demolition contracts, include provisions for quantifying the materials diverted from the waste stream.

e. Logistics Readiness Center-Red Cloud (LRC-RC):

(1) Advise procuring activities on the availability of environmentally preferable products.

(2) Seek ways to reuse and reduce packaging and packing materials.

(3) Actively support the environmental office in measuring progress to meet waste reduction goals and Affirmative Procurement requirements.

f. All Installation Organizations, Units, and Tenant Activities:

(1) Reduce the amount of solid waste generated through procurement of products with less or reusable packaging, buying only the amounts needed, investigating new recycling/reuse opportunities, and altering operations to reduce wastes (e.g., using double-sided copies).

(2) Support recycling by procuring items with recycled materials content.

(3) Ensure safe and effective solid waste management through the proper storage of solid wastes and recyclables.

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(4) Coordinate with the installation environmental office on all matters involving solid waste management.

g. Off-Post Residents (Command/Non-command sponsored):

(1) Ensure that the refuse and recycling containers provided to the installations of the USAG Red Cloud and Area I military community for disposal of solid waste are the use of on-post residents only.

(2) Ensure that solid waste generated by off-post residents is disposed properly through local Korean municipal waste channels.

7. Disposal of Solid Waste:

The refuse and recycling containers provided to the installations of the USAG Red Cloud and Area I military community are for the exclusive use of on-post residents. Solid waste generated by off-post residents at their off-post residence must be properly disposed of through local Korean municipal waste channels. The on-post disposal of solid waste generated by off-post residents within USAG Red Cloud and Area I military community is prohibited.

8. 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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