

KANDAHAR AIRFIELD
HEADQUARTERS
AFGHANISTAN



QUARTIER GÉNÉRAL
DU COMMANDEMENT
AÉRIENNE KANDAHAR
AFGHANISTAN

SUPPORT GROUP

STANDARD OPERATING PROCEDURE 406

KANDAHAR AIRFIELD ENVIRONMENTAL MANAGEMENT

Originator:	COMKAF CJ4 Eng	Issue Date: 23 August 12	Review due:	23 August 13
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REFERENCES:

- A. KAF Tenants Charter.
- B. COMKAF SOP 379, Kandahar Airfield Access Policy.
- C. MC 0469/1, NATO Military Principles & Policies for Environmental Protection.
- D. STANAG 7141 EP, Joint NATO Doctrine for Environmental Protection during NATO Led Military Activities.
- E. COMISAF OPLAN 38302, Annex EE, Environmental Protection Policy
- F. STANAG 2510 – Joint NATO Waste Management Requirements During NATO Led Military Activities
- G. STANAG 7102 – Environmental Protection Handling for Petroleum

APPLICABILITY

1. This SOP applies to all personnel and employees, including National Support Elements (NSE) and National Command Elements (NCE), based at or visiting Kandahar Airfield (KAF). Where 'ISAF personnel' is subsequently referred to in this document, this is to include all military personnel and civilian employees at KAF regardless of whether they operate under ISAF or in a national capacity, as all operate within the confines of an ISAF base. NSE/NCEs must consider the intent of this policy when promulgating national or unit regulations, orders, directives and instructions. Sponsors of visitors are responsible for

ensuring that their visitors are familiar with applicable rules and procedures when visiting KAF facilities (Reference B).

COMMANDER'S ENVIRONMENTAL POLICY

2. COMKAF's vision for environmental management and stewardship is:

"I expect everyone, whether they are part of a unit, a contractor employee, or local national to act with due care to the environment and, where possible, leave areas in better shape than when they found them."

PURPOSE

3. This SOP and the Tenants Charter (Reference A) define the minimum expected environmental management practices and standards for all KAF tenants, contractors, and contracted workers in accordance with NATO and ISAF regulations referenced above. This will enable:

- a. The establishment of environmental management standards and practices to prevent or minimise adverse environmental impacts from mission operations.
- b. The education and training of personnel to identify potential environmental problems before they cause adverse conditions.
- c. The safe handling, storage, use and disposal of hazardous materials, reusable goods, recyclable materials, and solid waste on KAF.
- d. The incorporation of environmentally sound measures into operations to minimise waste generation, incorporate energy conservation measures, and reduce overall environmental impact from mission operations.
- e. The protection and conservation of cultural and natural resources as much as possible.
- f. Water conservation through reduction in current usage, and also engineering alternative water supplies (i.e., grey water).

RESPONSIBILITIES

Chief Engineer

4. The COMKAF Chief Engineer is responsible for reviewing all new construction work on base; this is achieved by all new works being submitted to the Infrastructure Planning Board (IPB), and ensuring new construction meets requirements to conserve natural resources on KAF as directed by COMKAF and the KAF Senior Council. These include minimising water and energy use, and minimising waste water production.

COMKAF Environmental Protection Officer (CEPO) Responsibilities

5. The CEPO is responsible for supporting the COMKAF Commander in implementing a sound and thorough EP policy for all of KAF that minimises adverse environmental impacts, maximises environmental compliance, and ensures a safe and healthy living and working environment on KAF with no detrimental effects on KAF's neighbours. The CEPO is to:

- a. Provide guidance to organisations on the storage and use of chemicals on KAF to minimise their use, minimise the amounts stored on base, ensure they are used safely, and ensure they are disposed of in an environmentally safe and appropriate manner.
- b. Ensure all KAF tenants and contractors are aware of the need to take appropriate measures to prevent leaks and spills of hazardous materials and POL products on KAF. Ensure they have a scaled spill response capability to contain/clean up small spills; <5 Litres.
- c. Provide environmental awareness briefings and education at NSPA's Users Management Group (UMG), COMKAF Tenants' Forum Meeting, and other meetings as required.
- d. Identify, assess and mitigate, as much as is possible, environmental incidents, spills, releases, conditions and contaminated sites that present an imminent and substantial environmental threat to human health and safety.
- e. Continuously review emissions, concentrations and environmental impacts from large point sources such as waste water treatment plant, waste processing yard, KAF power plant, and others, and to assess and minimise the impacts of these.
- f. Review and assess the environmental impact of proposed plans and projects presented at the Kandahar Infrastructure Meeting (KIM) and Infrastructure Planning Board (IPB), and serve as Subject Matter Expert (SME) on environmental issues to the KAF Fire Department, COMKAF Ground Safety, NSPA, and COMKAF Engineering departments.
- g. Develop future environmental improvement plans and integrate these into the KAF Infrastructure Development Plan (IDP).
- h. Maintain appropriate documentation and historical information of all environmental cleansing efforts, and provide these to the HQ ISAF Environmental Officer.
- i. Assist the Fire Department with Hazardous Material (HazMat) reporting. Work with COMKAF Safety and the Fire Department in the determination of danger zones for HazMat. Provide to the Base Engineering Contractor for mapping.
- j. Chair the monthly Environmental Working Group.

NSPA

6. NSPA is tasked by the Stakeholder Nations and SHAPE to provide contracted RLS services and APOD Support to KAF. NSPA and Contracted Quality Assurance/Quality Control services personnel have a collective responsibility to ensure that they, and their Contractors, comply with this instruction. The NSPA Contracting Officer (CO) and Technical Officer (TO) will act as the prime arbiter of the provisions, guidelines, regulations and procedures contained within in its role as interface with COMKAF and appointed staff. The NSPA KAF Management Office is the primary point of contact for all NSPA Contractors and their personnel and, as a logistic facilitator/integrator, shall:

- a. Take a leading role for Contract Management, Contractor Quality Assurance and provide functional guidance to ensure maximum compliance with these instructions.
- b. Ensure that all NSPA contracts encourage and promote a high level of environmental stewardship and responsibility.
- c. Function as the lead for environmental policy distribution, and policing/implementation for NSPA Contractors on KAF. This includes all work sites and other areas allocated by COMKAF authorities in order for the contractor to provide services.
- d. Verify and certify that the spill response contractor has provided services iaw the standards as stipulated in the Statement of Requirement and formal Statement of Work (SOW).

Base Engineering Contractor

7. The Base Engineering Contractor is responsible for general maintenance of NATO areas of responsibility. They are responsible for:

- a. Mapping the HazMat Danger zones from information given by CJ4 Engineering, the Fire Department, or COMKAF Safety staff.
- b. Limiting distribution of maps to only the Fire Department, COMKAF Safety, CJ4 Engineering, or anyone with approval through CJ4 Engineering.
- c. Updating the HazMat Danger map every quarter or as requested by CJ4 Engineering.

Stakeholder Nations

8. The Stakeholder Nations have overall responsibility for their own national elements, embedded nations, tenants, and contractors. As such, they are to:

- a. Ensure environmental compliance in their contingents and the embedded nations, tenants, and contractors they sponsor. For work completed by local nationals, ensure the escort is trained in and utilizes the correct procedures.

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- b. Appoint a Unit Environmental Protection Officer (UEPO), who is to be at least a senior non-commissioned officer or equivalent rank for each independent unit (i.e., contractor, tenant, etc.). This individual must have a basic understanding of environmental requirements and be able to enforce COMKAF environmental policies. This individual must also attend the appropriate environmental meetings (see Para 10 for specific responsibilities).
- c. Ensure all environmental requirements are met by those sponsored entities. This includes HazMat reporting, semi-annual environmental assessment, etc.

Stakeholders, Embedded Nations, Tenants and Contractors

9. The Stakeholders, Embedded Nations, Tenants, and Contractors must conduct operations in environmentally sound methods unless specific military requirements dictate differently. Each country bears ultimate responsibility for their forces and hired contractors. These organisations shall:

- a. Ensure chemicals stored and disposed of on KAF are managed iaw North American (NA) or European (EU) regulations and the requirements of this SOP.
- b. Establish and maintain hazardous chemical storage and hazardous waste collection and accumulation sites near areas where such chemicals are used. The sites must be placarded and include chemical types and name/contact information of owning organisation(s).
- c. Store all hazardous chemicals, POL products, and hazardous waste in approved containers that are properly segregated, bermed/bunded, and labelled. The labels must have the name of the chemical being stored in English and all languages that are used by personnel who work with or near the chemicals.
- d. Label all liquid waste containers with the contents, accumulation start date, and the name of the waste generator.
- e. Ensure berms/bunds are capable of holding 110 percent of the stored contents. This includes all hazardous materials, hazardous waste, fuels, and generators.
- f. Maintain a Material Safety Data Sheet (MSDS) or equivalent in the workplace for each chemical or POL being used or stored at the workplace. The MSDS must be available in English and every other language used by personnel who work at the site.
- g. Ensure containers holding hazardous chemicals/waste are closed at all times except when the chemical/waste is being removed or added to the container.

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- h. Take steps to minimise the amount of solid and hazardous waste being generated, reuse materials whenever possible, participate fully in recycling initiatives, and ensure waste is collected and processed.
- i. Ensure all personnel are fully aware of items that cannot be disposed of, such as ammunition, uniforms, etc. and take appropriate action against personnel who are found to be in breach of this requirement. All such equipment must be de-militarised as the waste yard will not accept any items that have not been certified to be de-militarised.
- j. Assess, identify and implement initiatives to reduce impact on natural and cultural resources, such as solar water heaters, solar panels, low water use utilities, utilising ablutions instead of port-a-potties, etc.
- k. At least semi-annually conduct an internal environmental audit using (as a minimum) the KAF environmental checklist at Annex A to this SOP.
- l. Ensure all workers comply with all of NATO and COMKAF environmental policies.
- m. Ensure appropriate environmental oversight is given to all national elements, embedded nations, tenants, and contractors.
- n. Ensure HazMat is reported semi-annually. Originators are to provide copies of such HazMat reports to the Fire Department, COMKAF Safety, and CJ4.
- o. Ensure the requirements of Annex B Spill Response and Remediation are followed, including the following specifics:
 - I. Maintain a spill response plan and spill cleanup kit for hazardous chemical/hazardous waste spills of less than 5 litres.
 - II. Clean up spills that are generally less than 5 litres (not to be implemented for materials that are categorised as highly hazardous).
 - III. Contact the Spill Response Contractor immediately through the Joint Defence Operations Centre (JDOC), Base Dispatch, KAF First Responders, or by calling 911 for any spills larger than 5 litres or for spills of less than 5 litres of highly hazardous waste. The emergency contact numbers must be posted in the immediate work area.

Specific UEPO Responsibilities

10. UEPOs, who are to be appointed by their respective unit command elements, are the environmental leads for their units. UEPOs shall:
- a. Ensure adequate personnel are properly trained. If personnel are not trained properly before arriving in theatre, provide the training and report the deficiency to their National Command Element to ensure the situation is corrected for the next deployment.

- b. Ensure National Command Elements are informed of all environmental requirements. Ensure all units they oversee properly follow all these regulations.
- c. Report all unit spills to the Fire Department and CEPO.
- d. Report dangerous quantities of hazardous materials to the CEPO, the Fire Department, and COMKAF Safety. This must be in writing and updated every 6 months or whenever a significant change occurs.
- e. At least semi-annually conduct an internal environmental audit using (as a minimum) the KAF environmental checklist at Annex A of this SOP. The UEPO must provide copies of all completed checklists to the CEPO.

Ground Safety

11. Ground Safety will:

- a. Conduct joint inspections with the CEPO/UEPO whenever possible.
- b. Alert the CEPO/UEPO of any environmental issues, concerns or suspected problems.
- c. Assist the Fire Department and CEPO/UEPO in determining the danger zone for HazMat.

Fire Crash Rescue Services

12. KAF Fire Department will:

- a. Conduct joint inspections with the CEPO/UEPO whenever possible.
- b. Alert the CEPO/UEPO of any environmental issues, concerns or suspected problems.
- c. Assist the CEPO/UEPO in HazMat tracking and danger zone determination. Also assist in providing this information to the Base Engineering Contractor for mapping.
- d. Use the Fire Marshals' Meeting as a forum to address HazMat tracking.

Waste Water Treatment Plant (WWTP)

13. The WWTP Operator will:

- a. Conduct all operations to minimise the environmental impact. To include: ensuring that effluent is highest quality possible, adverse health effects are prevented, and odours are minimised.

- b. Provide the CEPO and NSPA with monthly updates on WWTP operating performance parameters and measurements.
- c. Alert the CEPO of any environmental issues, concerns or suspected problems as well as any ideas to improve operations.
- d. Implement security measures to discourage and prevent malicious or terrorist actions that may disrupt wastewater treatment capabilities.

Water Production Plant (WPP)

14. The Water Production Plant Manager will:
- a. Conduct all operations to minimise the environmental impact and ensure the highest quality of water is produced.
 - b. Provide the CEPO and NSPA with monthly updates on water production parameters and quality measurements.
 - c. Alert the CEPO and NSPA to any environmental issues, concerns or suspected problems as well as any ideas to improve operations.
 - d. Implement security measures to discourage and prevent malicious or terrorist actions that may disrupt water flow or cause concerns about water safety.

Waste Processing Yard

15. The Waste Manager will:
- a. Oversee all aspects of waste management from collection, though storage to disposal, and conduct all operations to minimise the environmental impact.
 - b. Develop and maintain the KAF Waste Management Plan which shall be implemented after COMKAF approval and ensure all waste is addressed in the following prioritised order:
 - i. Minimisation of waste stream.
 - ii. Re-use goods and waste materials (in conjunction with the CEPO).
 - iii. Recycling.
 - iv. Proper disposal.
 - c. Ensure waste collectors, processors, handlers and operators receive initial and reoccurring training on health, safety and operations.

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- d. Ensure waste handling and processing equipment receives periodic/reoccurring preventative maintenance to ensure maximum operating efficiency, safety and environmental quality.
- e. Ensure procedures are in place to hold or turn-away unacceptable deliveries of solid waste (all waste must be properly de-militarised). Such deliveries include shipments that may present a health, safety, fire or environmental risk and will be notified to the Fire Department immediately.
- f. Maintain an area to collect reusable goods and recycled materials (i.e., wood, cardboard, metal, mattresses, etc.).
- g. Provide the CEPO with monthly updates on operating parameters and quality measurements.
- h. Alert the CEPO to any environmental issues, concerns or suspected problems as well as any opportunities or suggestions to improve operations.

Hazardous Waste

16. The Hazardous Waste Manager will:

- a. Ensure hazardous waste, waste POL, batteries and other potentially hazardous waste are properly collected, segregated, processed, tracked in a database and shipped out to a licensed disposal facility.
- b. Ensure proper storage of all hazardous waste and waste POL in segregated, placarded, bermed/bunded facilities and that stored volumes of waste are minimised.
- c. Ensure waste collection areas are inspected daily for leaks, spills, releases, and respond to contain and abate.
- d. Ensure collected waste is processed in an expedient fashion and not stored for greater than 90 days after receipt.
- e. Provide the CEPO with monthly updates on hazardous waste disposal parameters and associated quality measurements.
- f. Alert the CEPO to any environmental issues, concerns or suspected problems, as well as any ideas to improve operations and reduce hazardous waste generation/waste volumes.

Medical Waste

17. The Medical Waste contractor employed by NSPA will:

- a. Ensure all medical waste is properly collected, segregated, processed, tracked in a database, and incinerated.

- b. Ensure proper storage of all medical waste is placarded, refrigerated facilities, and that stored volumes of waste are minimised.
- c. Ensure waste collection areas are inspected daily for leaks, spills, releases and respond to contain and abate.
- d. Ensure all collected waste is processed in an expedient fashion, and rotate bags to minimise storage times.
- e. Provide the NSPA TO (and a copy to the COMKAF Medical Advisor (MEDAD)) with monthly updates on medical waste disposal parameters and associated quality measurements.
- f. Alert the NSPA TO, COMKAF MEDAD and CEPO of any environmental issues, concerns or suspected problems as well as any ideas to improve operations.

Non-Tactical Vehicle (NTV) Reduction

18. COMKAF's intent is to reduce the number of non-tactical vehicles on KAF. The reason for this is to increase safety by reducing road congestion and the possibility of vehicular accidents. To this end, any non-tactical vehicle that is operated on KAF must have a specific and acceptable justification for its presence and usage.



FABRICE BEAUGRAND
COLONEL (FRA AF)
Deputy Commander, Kandahar Airfield (DCOMKAF)

Annexes:

- A: KAF Annual Environmental Checklist.
- B: Spill Response and Remediation.

KAF ANNUAL ENVIRONMENTAL CHECKLIST

Tenant: _____ Date Completed: _____
 Completed by: _____ Site Location: _____
 Sponsor: _____ Next assessment: _____

	Environmental Issues to Examine	Yes	No	NA
1	Are all drums of hazardous waste and waste POL labeled with contents, owner/generator, and date accumulation started?			
2	Are drums of chemicals, POLs and waste sealed at all times except when in use?			
3	Are all chemicals segregated by type (i.e., oxidisers stored separately from organics, acids away from bases) and kept on shelving?			
4	Are Material Safety Data Sheets (MSDSs) or equivalents maintained at worksite and available in English and all languages spoken by workers?			
5	Are hazardous waste accumulation sites clearly placarded?			
6	Are all containers of chemicals and POLs stored in approved containers and properly labeled with contents?			
7	Are all drums of any/all liquids and generator sets bermed/bunded with 110 percent volume capacity of liquids in berm or on spill pallets?			
8	Are all generators properly bermed/bunded or have secondary containment?			
9	Are berms/bunds clean, sealed and no signs of recent spills?			
10	Are grounds in compound clear of any discoloration to indicate a recent spill or poor chemical practices?			
11	Are catch pans available for use to contain oil or other fluids leaking from vehicles or equipment?			
12	Is there a Spill Plan created for the chemicals used in this area and is it available in all languages used by workers on this site?			
13	Is there a spill kit available near the area where chemicals are used or stored; is the kit maintained and sized for the volume of chemicals?			
14	Are workers trained on minor spill response (i.e., contain spill, contact HAZMAT Team) and show awareness of spill kit?			
15	Is wastewater from ablutions/port-a-potties/grease traps being pumped out on a regular basis?			
16	Are the storm water ditches/drains free of debris and clear of any discoloration or runoff from suspected chemical spills?			
17	Are there separate containers to segregate solid waste from recyclable materials and are they being used?			
18	Is the work area and/or accommodations well maintained, with good housekeeping, and free of debris, trash or flammable materials?			
19	Are there any worker/tenant concerns or unknown hazards?			

NOTE: Any checks in the NO section (except 19) require immediate addressing to ensure worker health and safety, environmental protection, operational efficiency and KAF compliance.

ENVIRONMENTAL SPILL RESPONSE AND REMEDIATION

APPLICABILITY

All Kandahar Airfield tenants, contractors, local vendors, and contracted workers are to comply with these procedures to ensure that spills are adequately contained and remediated to meet the NATO and ISAF standards listed in the references above.

PURPOSE

1. This Annex B defines the minimum spill control and remediation requirements for all KAF tenants, contractors, and contracted workers in accordance with NATO and ISAF regulations located in the references. This process will enable:

- a. The establishment and standardisation of spill prevention, control, and remediation measures.
- b. The education and training of personnel to ensure proper initial spill actions, including reporting procedures to minimize occupational health, safety, and environmental risks.

RESPONSIBILITIES

ENVIRONMENTAL PROTECTION OFFICER

2. The COMKAF Environmental Protection Officer (CEPO) is responsible for supporting the Commander in implementing a sound and thorough EP policy for all of KAF that minimizes environmental impacts, maximizes environmental compliance, and ensures a safe and healthy living and working environment on KAF with no detrimental effects to KAF's neighbours. The CEPO's responsibilities include:

- a. Ensuring all KAF tenants and contractors are aware of the need to take appropriate measures to prevent leaks and spills of all hazardous materials products on KAF including the requirement that they have a scaled spill response capability to contain/clean up small spills.
- b. Ensuring the completion of required clean up of contaminated sites or spills, as far as is practicable, using cost-effective and environmentally sound methods coordinated with HQ ISAF Environmental Officer.
- c. Maintaining appropriate documentation and historical information of environmental cleansing efforts, and provide these to the HQ ISAF Environmental Officer. Spills will be annotated on the spill response form in the Appendix A to this Annex.
- d. Providing guidance on remediation to the contractor providing remediation efforts. Certify that proper remediation has been completed when notified that work has been completed.
- e. Authorising extensions for spill remediation when justified.

NSPA

3. NSPA Contract Officer (CO) and the Technical Officer (TO) are the leads for contractual and verification for spill responses and remediation. They are also responsible for:

- a. Providing contract management, quality assurance, and functional expertise on behalf of NATO and the KAF troop contributing nations to ensure maximum compliance with spill requirements.
- b. Ensuring contracts are written so contractors are appropriately enabled to mitigate spills.
- c. Verifying and certify that the Spill Response Contractor has provided services consistent with EU and North American standards and in accordance with the Statement of Work (SOW).

SPILL RESPONSE CONTRACTOR (First Responders -see Appendix B to this Annex)

4. The Spill Response Contractor, currently ATCO, can be contacted via the information in the Appendix B. They are responsible for;

- a. Provision of immediate HAZMAT spill response and containment capability 24/7. This includes initial containment and wash down services as required, It does not include spill remediation itself
- b. Maintenance of all tools and equipment necessary to perform immediate spill response services requested.
- c. Alerting the CEPO of any environmental issues, concerns or suspected problems. Inform the CEPO whenever a spill, incident, or release occurs
- d. Containing the spill and prevent it from further spreading and contamination, including possible isolation of the source of spill in coordination with the owner of the respective area/equipment
- e. If a spill requires further remediation, contact with Spill Remediation Contractor (see Appendix B) and call HAZMAT remediation team on scene.
- f. Act as Incident Commander during first response to spill and hand over the spill scene to Spill Remediation Contractor. If and when remediation activities require Spill Response Contractor to assist remediation activities, Spill Response Contractor will not leave the scene until environmental and health hazards are deemed to be under control.

Maintain COMKAF spill response form. Annotate appropriate sections on the form and provide a copy to the property owner, NSPA and the CEPO.

SPILL REMEDIATION CONTRACTOR (APOD ILS ANNEX 10 Contractor-See Appendix B to this Annex)

5. The Spill Response Remediation Team, currently KBR, can be contacted via the information in Appendix B. They are responsible for:
- a. Provision of spill remediation capability 24/7 with trained HAZMAT teams and required personnel protective equipment
 - b. Maintenance of all tools and equipment necessary to perform spill remediation services requested.
 - c. Alerting the CEPO of any environmental issues, concerns or suspected problems. Inform the CEPO after each spill, incident or release occurs.
 - d. Acting as Scene Commander after the Spill Response Contractor, currently ATCO, leaves the scene.
 - e. Safely cleaning up spills and containerise recovered spilled chemicals/POLs, contaminated materials, and cleanup materials (i.e., absorbent materials, booms, pigs, etc.) in appropriate hazardous waste containers for disposal.
 - f. Clearly marking and labelling all containers containing contaminated material/debris resulting from a spill response and ensuring all containers are transported to the hazardous waste storage area for disposal.
 - g. Making cleanup recommendations for minor spills where the unit or organization can respond themselves, and ensuring that those spills are cleaned up properly and the collected wastes disposed of properly.
 - h. Providing detailed reports to NSPA and the CEPO of the clean up and restoration operations, which are to include costs, hours worked by labour category, and other associated expenses.

STAKEHOLDER NATIONS

5. The Stakeholder Nations have overall responsibility for their embedded nations, tenants, and contractors. As such, they are to:
- a. Ensure all spills are properly remediated within 72 hours in accordance with governing NATO or internationally recognized standards as specified by CEPO.
 - b. Ensure appropriate environmental expertise in contingents. For work completed by local nationals, ensure the escort is trained in proper procedures.
 - c. Ensure environmental compliance in their contingents and the embedded nations, tenants, and contractors they sponsor.

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- d. Appoint a unit environmental officer, senior non-commissioned officer, or equivalent rank for each independent unit (i.e., contractor, tenant, etc.). This individual must have a basic understanding of environmental requirements. Ensure this individual attends the appropriate environmental meetings.
- e. Ensure appropriate environmental oversight is given to all embedded nations, tenants, and contractors.

When the unit does not have an organic spill remediation capability, ensure the unit properly funds the work of the spill remediation contractor, if directed by COMKAF J4 Engineering.

STAKEHOLDERS, EMBEDDED NATIONS, TENANTS AND CONTRACTORS

6. The Stakeholders, Embedded Nations, Tenants, and Contractors must ensure they minimize spills and properly remediate spills. Each country bears ultimate responsibility for their forces and hired contractors. These organisations shall:
 - a. Ensure all workers comply with all of NATO and COMKAF policies.
 - b. Ensure all spills are properly remediated within 72 hours, except under mission-extenuating circumstances when approved by the COMKAF Environmental Protection Officer.
 - c. Ensure chemicals stored and disposed of on KAF are managed in accordance with NATO standards, or North American (NA) or European (EU) regulations, COMKAF SOPs, and other guidance and standards that are referenced in this SOP.
 - d. Ensure all reasonable efforts are made to prevent spills—keep containers closed, use secondary containment, etc.
 - e. Maintain a spill response plan and spill cleanup kit for hazardous chemical/hazardous waste spills of less than 5 litres.
 - f. Clean up spills that are generally less than 5 liters and containerize any generated contaminated materials immediately, i.e., absorbent materials, and rags after each spill, and contact the waste yard for disposal instructions. NOTE: This does not apply to highly hazardous chemicals (such as hydrazine) which must be cleaned by properly trained personnel.
 - g. Contact the Spill Response Contractor immediately through either the Joint Defense Operations Center (JDOC), Base Dispatch, KAF Fire Department, or by calling 911 for any spills larger than 5 liters. The emergency contact numbers must be posted in the immediate work area.
 - h. Appoint a unit environmental officer, senior non-commissioned officer, or equivalent rank for each independent unit (i.e., contractor, tenant, etc.). This individual must have a basic understanding of environmental

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requirements. Ensure this individual attends the appropriate environmental meetings.

- i. Ensure appropriate environmental oversight is given to all embedded nations, tenants, and contractors.
- j. Reimburse the spill response contractor for spill remediation when the unit does not have organic spill remediation capability.
- k. Spills during aircraft refueling operations:
 - i. If during the refueling process a spill occurs due to fault with contractor's equipment or operator error, then responsibility for the remediation and reporting would lie with them.
 - ii. Should a spill occur due to a fault with the aircraft itself, then it would be the responsibility of that nation or contractor to report and remediate (or arrange remediation).

UNIT ENVIRONMENTAL PROTECTION OFFICERS (EPO)

7. Unit Environmental Protection Officers, appointed by their respective unit command elements, are the environmental leads for their units. They shall:
 - a. Ensure adequate personnel are properly trained. Personnel must be properly trained before arriving in theatre. If personnel are not trained properly, the unit environmental protection officer will provide the training and report the deficiency to their national command element to ensure the situation is corrected for the next deployment.
 - b. Report all unit spills to the fire department and environmental officer.
 - c. Lead unit-level efforts to ensure spills are cleaned properly.

GROUND SAFETY

8. Ground Safety will alert the EP officer of any environmentally significant spills discovered.

WASTE PROCESSING YARD

9. The Waste Manager/Hazardous Waste Manager will ensure material from spill control and remediation is properly stored and disposed.

DEFINITIONS

Spill: Any accidental or unintentional release of substances into the environment.

Spill Response: The act or process of containing the spill and prevent it from further spreading and contamination, including possible isolation of the source of spill.

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Contamination: The act or process of contaminating something or becoming contaminated, or the unclean or impure state that results from this.

Spill Remediation: The act or process of using remedial methods to reverse environmental damage to restore the area to the same standards/conditions as before the spill.

APPENDIX:

- A. Environmental Incident Report
- B. What To Do During A Spill
- C. General Health And Safety Precautions
- D. Flow Chart

Appendix B

WHAT TO DO DURING A SPILL:

- **For highly hazardous chemicals:**
 - Vacate immediately and call the Spill Response Team

- **Spills more than 5 Litres:**
 - Call Spill Response Team immediately; they will liaise with Remediation Team if necessary

- **Spills less than 5 Litres**
 - Use shop clean-up kit and remediate area
 - Dispose of contaminated items through the First Responders' waste yard
 - **Document all spills on spill report form**
 - Form must be provided to the COMKAF Environmental Protection Officer.
Without this, your section may be held liable in the future.

- Contact COMKAF Environmental Protection Officer with questions

Contact information:

JDOC				
VOIP MS	VOIP Centrix	NCN	DSN	Promina Red
785-1027	231-8015	685-1138	841-2004	4003

Position	Office Phone	Roshan
Spill Response Team (First Responders - KAF Fire Department)	NCN 684-1317 , DSN 841 1027 & 841 1225 or 911	0793004696 0789570744
COMKAF Base Engineer	685-1388	0793894361
COMKAF Environmental Officer	685-1367	0797505964
NSPA Technical Officer	685-2412	07934714525
Waste Yard	NA	0793794088 or 079722 6296
Spill Remediation Team (APOD ILS Contractor - KBR Help Desk)	NCN 685-2610	0797081593

Appendix C GENERAL HEALTH AND SAFETY PRECAUTIONS

1. The main risks to the health and safety of personnel involved in the spillage/pollution clean-up operation are detailed below. All personnel must be made aware of these risks and will take all possible precautions to eliminate them:

- a. Fire / Explosion.
- b. Inhalation of toxic fumes.
- c. Contamination of skin/body surfaces.
- d. Asphyxiation due to oxygen starvation.

2. All personnel are to wear PPE when engaged in clean-up duties. A basic list of “DOs” and “DON'Ts” is as follows:

- a. DO approach any spillage from an upwind direction and remain upwind whenever possible.
- b. DO wear protective clothing at all times.
- c. DO use barrier cream on hands, wrists and other exposed skin surfaces.
- d. DO remove contaminated clothing as soon as possible.
- e. DO maintain high standards of personal hygiene, wash hands and lips before eating and bathe or shower immediately after completion of the clean-up task.
- f. DO seek medical advice if any ill effects are experienced during or after the incident.
- g. DO NOT smoke – this applies both during operations and until after all contaminated clothing has been removed and the individuals have bathed or showered.
- h. DO NOT carry any smoking materials or items that may produce a spark during the operation.
- i. DO NOT wear studded or tipped footwear.
- j. DO NOT operate electrical or battery powered equipment, including fork lifts, torches and radios, unless they are safe and you are authorised to do so by the Incident Commander.
- k. DO NOT operate petrol/diesel driven engines, including vehicles in the spillage area unless they are safe and you are authorised to do so by the Incident Commander.
- l. DO NOT eat or drink with contaminated hands or whilst wearing contaminated clothing.

Appendix D

SPILL RESPONSE FLOWCHART

