



DEPARTMENT OF THE NAVY  
COMMANDER MILITARY SEALIFT COMMAND  
914 CHARLES MORRIS CT SE  
WASHINGTON NAVY YARD DC 20398-5540

REFER TO:

COMSCINST 5090.1C  
N731/N00EP  
24 May 2004

COMSC INSTRUCTION 5090.1C

Subj: ENVIRONMENTAL PROTECTION PROGRAM

- Ref:
- (a) OPNAVINST 5090.1B
  - (b) OPNAVINST 3100.6G
  - (c) COMSCINST 5090.2A
  - (d) COMSCINST 5090.3B
  - (e) COMSCINST 5090.4A
  - (f) COMSCINST 5090.5A
  - (g) COMSCINST 5090.6
  - (h) COMSCINST 5090.7
  - (i) OPNAVINST 5100.19D
  - (j) SECNAVINST 5090.7
  - (k) 33 CFR Part 159, Marine Sanitation Devices
  - (l) 33 CFR Part 155, Vessel Response Plans
  - (m) 33 CFR Part 151, Pollution from Ships
  - (n) 46 CFR Part 35 Cargo Handling
  - (o) 46 CFR Part 162, Engineering Equipment
  - (p) Oil Pollution Act of 1990 (OPA-90) (NOTAL)
  - (q) Regulation 26 of Annex I, MARPOL 73/78 (NOTAL)
  - (r) International Maritime Organization, IMO MEPC 32/20 Annex 4; Guidelines for the Development of Shipboard Oil Pollution Emergency Plans (NOTAL)
  - (s) Maritime Administration Ready Reserve Fleet Oil Spill Vessel Response Plan
  - (t) COMSCINST 4110.1B
  - (u) COMSCINST 4110.2
  - (v) COMSCINST 4000.2A
  - (w) COMSCINST 6000.1C
  - (x) Navy Ozone Depleting Substance Advisory 96-03A
  - (y) 40 CFR 82, Protection of Stratospheric Ozone
  - (z) 50 CFR 222, General Endangered and Threatened Marine Species

Encl: (1) Environmental Protection Program Manual

1. Purpose. To establish an Environmental Protection (EP) Program at Military Sealift Command (MSC). This instruction is a complete revision and should be read in its entirety.

2. Cancellation. COMSCINST 5090.1B and COMSCNOTE 5090 of 19 Oct 00.

24 May 2004

### 3. Scope

a. This instruction provides policy and guidance for all MSC shore activities and all government-owned or bareboat-chartered vessels, including contractor-operated vessels. This instruction applies to time or voyage chartered vessels or Ready Reserve Fleet (RRF) vessels under MSC operational control (OPCON) to the extent described in the applicable contracts. Compliance with this instruction shall be required on all ship operating contracts and charter agreements awarded after the date of this instruction.

b. For the purpose of this instruction, the term “MSC vessel” shall include vessels government-owned and government-operated, government-owned and contract-operated, vessels bareboat chartered by MSC, and RRF vessels under the operational control of MSC.

c. This instruction is the primary source for policy and guidance for MSC EP Program. Readers should refer to the specific referenced documents for the most recent and accurate information for requirements and procedures.

### 4. Background

a. MSC is committed to operating in a manner that protects the environment and recognizes that national defense and EP are, and must continue to be, compatible goals. Environmental regulations and Navy policy impact MSC operations worldwide and compel MSC to manage its activities in a manner consistent with the protection and preservation of the environment. In order to accomplish this mission element, personnel must be aware of the environmental laws and regulations established by Federal, state and local governments. MSC chain of command must provide leadership and a personal commitment to ensure that employees develop and exhibit an EP ethic.

b. This instruction is intended to serve as a framework for decision-making in support of MSC environmental performance. Policies established and referenced in this instruction are intended to provide a direction towards compliance with environmental requirements, support awareness of EP and pollution prevention principles, response preparedness planning for future EP needs, encourage investment in pollution prevention technology, and enhance operational readiness.

### 5. Policy

a. Protection of the environment and natural resources is a priority concern at MSC. All MSC commands, MSC vessels, and chartered vessels will strive to meet the letter and

spirit of applicable environmental laws and regulations including those of the international, Federal, state, local, and port governmental unit. MSC shall comply with these requirements as delineated in Department of Defense (DOD) and U.S. Navy directives.

b. All RRF ships under the OPCON of MSC will comply with applicable provisions of references (a) through (z) to the extent described in the applicable contracts.

c. MSC vessels and chartered vessels shall meet environmental standards imposed by host countries whenever possible. Guidance on environmental compliance overseas is contained in the Overseas Environmental Baseline Guidance Document and Final Governing Standards available from the Regional Environmental Coordinators/Navy On-Scene Coordinators (RECs/NOSCs). References (f) and (g) provide points of contact for all RECs/NOSCs.

d. Within the United States, MSC vessels shall be made available for inspection by environmental officials providing the inspector has a legitimate basis for requesting access, and subject to the requirements to protect national security information. Legal counsel should be consulted if there is any question on the applicability to MSC vessels of the law or regulation under which access is sought. Such access can be obtained if proper credentials and a legitimate basis for requesting access are provided to the appropriate Program Manager. Access shall always be at the discretion of Commander, Military Sealift Command (COMSC).

e. MSC vessels that are owned, operated, or bare-boat chartered shall obtain Non-Convention International Oil Pollution Prevention (IOPP) Certificates documenting compliance with international pollution prevention agreements.

f. MSC commands and vessels shall plan, develop, and execute forward-looking strategies to address environmental challenges.

g. MSC recognizes the necessity to be prepared to respond to an environmental incident. MSC commands and vessels shall ensure measures and plans are in place to facilitate quick and thorough response actions.

h. MSC commands and vessels shall invest in pollution prevention to reduce the cost of compliance and eliminate the need for cleanup. Methods for preventing pollution shall be incorporated into standard operating procedures and training.

i. MSC shall provide education and training to the mariners to ensure they have the tools necessary to achieve the goal of environmental excellence. This training will encompass training schools, on-the-job training, professional training, and other programs as needed.

COMSCINST 5090.1C

24 May 2004

j. MSC shall, at all levels, promote technical innovation to obtain better and more cost-effective environmental performance.

k. MSC commands and Headquarters shall develop partnerships with private contractors and public agencies to achieve our mutual environmental goals.

l. MSC commands and vessels shall integrate EP principles into the daily decision making process and long range planning. MSC shall measure organizational mission effectiveness against a "new bottom line" that includes the cost of achieving environmental goals.

m. MSC personnel shall immediately report all violations of EP requirements to the command responsible for such violation. If the responsible command is unknown, the violation shall be reported to the MSC Duty Officer. Anonymous reports may be made to the Navy Hotline (800) 522-3451.

n. N731/N00EP shall represent MSC as the subject matter expert for environmental programs to any external agencies.

o. MSC shore activities and MSC vessels shall participate in the host activity's Solid Waste Management Plan and Qualified Recycling Program to the maximum extent practicable. When evaluating waste reduction strategies, preference shall be given to source reduction. If source reduction is not technically feasible, preference shall be given to reuse programs. Recycling shall be considered if source reduction and reuse are impractical.

p. Hazardous Material (HM) reduction shall be accomplished through an effective and adequate preventive maintenance program, following updated standard operating procedures, and by purchasing the proper types of material in the proper amounts.

6. Action. This instruction applies to all MSC commands and MSC vessels.

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D. A. LOEWER  
Vice Commander

Distribution:  
(See page 5)

24 May 2004

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COMSCINST 5215.5

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**MILITARY SEALIFT COMMAND  
ENVIRONMENTAL PROTECTION PROGRAM MANUAL  
TABLE OF CONTENTS**

Chapter	Title	Page
<b>1 Environmental Protection Policy</b>		
1-1	Environmental Protection Policy Statement .....	1-1
1-2	Promulgation.....	1-2
<b>2 Environmental Protection Program and Organization</b>		
2-1	Commander, Military Sealift Command (COMSC) .....	2-1
2-2	Area Commands.....	2-5
2-3	Afloat Personnel Management Center (APMC) .....	2-5
2-4	Vessels .....	2-6
<b>3 Compliance</b>		
3-1	General.....	3-1
3-2	Compliance Afloat .....	3-2
3-3	Foreign Jurisdictions .....	3-2
<b>4 Pollution Prevention</b>		
4-1	Environmental Awareness Training Policy .....	4-1
4-2	Environmental Quality Management Board (E-QMB).....	4-1
4-3	Sewage/Graywater Management Policy .....	4-3
4-4	Air Pollution Policy .....	4-4
4-5	Oil Management Policy .....	4-5
4-6	Hazardous Materials (HM) and Hazardous Waste (HW) Control and Management Policy .....	4-8
4-7	Solid Waste Management Policy .....	4-10
4-8	Medical Waste .....	4-11
4-9	Oil and Hazardous Substances (OHS) Administration .....	4-11
4-10	Ballast Water Management Policy.....	4-12
4-11	Marine Mammal Protection Policy .....	4-13
4-12	Shipboard Maintenance Program.....	4-16
4-13	Noise Policy .....	4-16
4-14	Ozone Depleting Substance (ODS) Management Policy.....	4-16

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**5 Oil and Hazardous Substance Spill Response Readiness**

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5-1	Policy .....	5-1
5-2	Shipboard Drills .....	5-1
5-3	Exercises .....	5-2
5-4	Contingency Planning .....	5-4
5-5	Spill Reporting Procedures .....	5-4
<b>Appendix A:</b>	— Afloat Environmental Programs Self-Audit Checklist .....	5-A-1
<b>Appendix B:</b>	— Oil and Hazardous Substance (OHS) Spill Response Kit .....	5-B-1

## CHAPTER 1

### ENVIRONMENTAL PROTECTION POLICY

#### 1-1 Environmental Protection Policy Statement

Military Sealift Command (MSC) and the Navy share a commitment to environmental leadership. All MSC commands and vessels will strive to meet the letter and spirit of applicable environmental laws and regulations including those of the port state and local governmental unit. To accomplish this goal, MSC officially adopts the following statement of policy:

#### ENVIRONMENTAL PROTECTION POLICY STATEMENT

**Military Sealift Command** has a tradition of excellence. Our leadership on key environmental issues builds upon that tradition and is central to the successful execution of our mission.

Therefore, the **four pillars** of MSC's Environmental Protection Policy focus our efforts upon **regulatory compliance, pollution prevention, continued improvement, and communication.**

**To achieve this Policy, we will:**

1. **Comply** with all international, Federal, state, and local requirements as delineated in DOD and U.S. Navy directives.
2. **Plan, develop, and execute** forward-looking strategies to address environmental challenges.
3. **Recognize** the necessity to be prepared to respond to an environmental incident.
4. **Invest** in pollution prevention to reduce the cost of compliance and to eliminate the need for cleanup.
5. **Promote** technological innovation to obtain better and more cost-effective environmental performance.
6. **Integrate** environmental protection principles into our daily decision-making process and long range planning.
7. **Measure** our organizational mission effectiveness against a "new bottom line" that includes the cost of achieving our environmental goals.
8. **Provide** education and training to our mariners to ensure that they have the tools necessary to achieve our goal of environmental excellence.
9. **Develop** partnerships with private contractors and public agencies to achieve our mutual environmental goals.

## **1-2 Promulgation**

a. The MSC EP policy statement shall be prominently displayed on the bridge and in the engineering control room of every MSC vessel as well as in public spaces of MSC commands and support activities, including but not limited to office buildings, Reserve Centers, and training facilities.

b. An examination and discussion of this policy statement shall be included in the annual Environmental Awareness Training described in Chapter 4.

c. An explanation of this MSC EP policy statement shall be included in the Command Orientation Brief given to all personnel (afloat and ashore, civilian and military) joining MSC.

d. A copy of this MSC EP policy statement shall be included in the Command Orientation Package distributed to MSC's customers, contractors, suppliers, and stakeholders.

## CHAPTER 2

### ENVIRONMENTAL PROTECTION PROGRAM AND ORGANIZATION

#### 2-1 Commander, Military Sealift Command (COMSC)

a. The Director of Environmental Programs (N731/N00EP) shall:

(1) Be solely responsible for MSC environmental policy and overall program management.

(2) Advise COMSC and subordinate commanders on environmental issues affecting the command.

(3) Represent COMSC as the subject matter expert for MSC environmental programs and policy to outside agencies.

(4) Be solely responsible for managing and processing environmental program documents and official correspondence for communication external to MSC.

(5) Provide routine reports to the Chief of Naval Operations (CNO) as required on program costs and effectiveness.

(6) Provide guidance to all MSC Afloat EP Coordinators (AEPC) and EP Specialists.

(7) Ensure that SMART inspections include a review of Area Commanders' compliance with the policy guidance of this instruction and references (a) through (z).

(8) Provide guidance to Program Managers to ensure that EP Program requirements are adequately addressed in their programs.

(9) Develop a Shipboard Oil and Hazardous Substance Spill Contingency Plan or Shipboard Oil Pollution Emergency Plan for all MSC vessels and ensure that similar plans are maintained aboard all contractor-owned, contract-operated vessels chartered by MSC.

(10) Establish and participate in the MSC Environmental Quality Management Board (E-QMB). The purpose of the E-QMB is to promote uniformity and consistency in the application of EP policy at MSC. The E-QMB will advise MSC decision-makers, share information and recommend necessary policy changes. Membership will include representatives from the following offices:

24 May 2004

- Inspector General (N00I)
- Public Affairs (N00P)
- Naval Fleet Auxiliary Force (PM1)
- Special Mission (PM2)
- Prepositioning (PM3)
- Sealift (PM5)
- Maritime Forces and Manpower Management (N1)
- Counsel (N2)
- Operations and Plans (N3/5)
- Logistics (N4)
- Engineering (N7)
- Strategic Planning (N9)
- Contracts and Business Management (N10)
- Environmental Programs (N731/N00EP)

(11) Serve as COMSC's representative on the CNO E-QMB.

(12) Evaluate MSC's compliance with environmental requirements as needed, but at least every 3 years. Evaluation shall verify whether environmental program management requirements and practices are adequate and appropriate, as specified by relevant laws, regulations, and Navy policies. Actual and potential areas of noncompliance shall be identified with specific recommendations for corrective action.

(13) Maintain a list of all EP Program points of contact.

b. Program Managers shall:

(1) Designate a single point of contact for environmental issues and provide contact information to N731/N00EP.

(2) Coordinate with N731/N00EP to ensure compliance with the policies prescribed or referenced in this instruction by supporting reasonable equipment repair or upgrade requests intended to resolve environmental concerns and by ensuring that all personnel are properly trained.

(3) Provide educational materials to owners and operators of MSC vessels or chartered vessels as they become available to promote awareness of MSC's commitment to EP. This material may include printed brochures, posters, handbooks, photographs, audio, and videotapes and films.

(4) Ensure OHS spill response operations, technical assistance, funding data, and spill notification are in accordance with references (a), (b), and (i).

(5) Ensure that all contracts for the operation, repair, maintenance or supply of MSC vessels (and the requests for proposal giving rise thereto) or purchase of vessels or components adequately address EP Program requirements and consider all environmental costs (including ultimate disposal) and impacts during the decision-making process.

(6) Ensure that chartered vessels adequately address EP Program requirements (e.g., provide sufficient evidence of financial responsibility to meet requirements of reference (p), meet IMO guidelines per reference (r), and observe spill reporting requirements).

(7) Ensure hazardous materials (HM) are properly managed in accordance with section 4-6 of this instruction and references (t), (u), and (v).

(8) Ensure that all MSC vessels receive Non-Convention International Oil Pollution Prevention (IOPP) Certificates documenting compliance with international pollution prevention agreements.

(9) Ensure that all operations are planned and scheduled to minimize or eliminate any known environmental impact on marine ecosystems and provide such support to N731/N00EP as needed.

(10) Assist vessels in the development of suitable procedures for the management of oil, oily waste, transfer of oil, and pollution prevention.

(11) Assist COMSC by being an advocate for MSC's EP efforts, providing information to all MSC customers, both internal and external, concerning efforts to achieve the goals and objectives of MSC EP Program.

c. Functional Directors shall:

(1) The Director, Maritime Forces and Manpower Management (N1) shall coordinate the development of an Environmental Awareness Training Program for all MSC personnel both ashore and afloat as required by references (a) and (c) and in accordance with the provisions of Table 4-1 herein. Required training may be obtained from the following sources:

- (a) Environmental - Command Assistance Team (E-CAT),
- (b) Afloat Personnel Management Center (APMC),
- (c) Commercial sources, or
- (d) COMSC approved distance learning materials.

24 May 2004

(2) The Office of Counsel (N2) shall review all matters for legal sufficiency and shall provide such other support as N731/N00EP may require.

(3) The Operations and Plans Director (N3/5) shall ensure operations are planned to minimize environmental impacts and provide such other support as N731/N00EP may require.

(4) The Logistics Director (N4) shall:

(a) Act as COMSC primary point of contact on all issues related to the acquisition, storage, transfer, and disposal of hazardous materials.

(b) Implement and utilize Navy Supply Systems Command (NAVSUP) programs for solid waste management and pollution prevention to the maximum extent practical.

(c) Provide such other support to N731/N00EP as required.

(5) The Engineering Director (N7) shall:

(a) Provide technical input to environmental matters affecting the construction and maintenance of MSC vessels.

(b) Ensure that all applicable MSC vessels are inspected for environmental compliance through the Ship Material Assessment and Readiness Testing (SMART) Program to include equipment operation, program compliance, and training.

(c) Be responsible for policies governing the maintenance, repair, alteration and modification of all machinery aboard MSC ships, including pollution prevention equipment.

(6) The Comptroller (N8) shall ensure that appropriate levels of funding are required by Program Managers and Functional Directors to address EP Program requirements.

(7) The Director of Strategic Planning (N9) shall assist N731/N00EP and N2 with research and drafting of legislative solutions to MSC EP regulatory problems which cannot otherwise be resolved without legislative relief; provide information regarding Federal, state, and local environmental legislative activities and provide such other support to N731/N00EP as required.

(8) The Director of Contract and Business Management (N10) shall ensure that policies in chartering agreements and other transportation contracts (and the Requests for Proposal giving rise thereto) adequately addresses EP Program requirements. N10 shall also provide such other support to N731/N00EP as required.

## **2-2 Area Commands**

Area Commanders shall:

- a. Provide assistance to N731/N00EP and the Program Managers in environmental matters.
- b. Ensure that all operations are planned and scheduled to minimize or eliminate any known environmental impact on marine life, and provide such support to N731/N00EP as required.
- c. Ensure implementation of the policies prescribed or referenced in this instruction by assisting the Program Managers, N731/N00EP, and N7, as appropriate.
- d. Designate an Area Command point of contact that will support planning, coordination, and implementation of COMSC environmental policy and provide contact information to N731/N00EP.
- e. Ensure monitoring of EP requirements during command inspections and quality assurance evaluations.
- f. Assist COMSC by being an advocate for MSC's EP efforts, providing information to all MSC customers, both internal and external, concerning efforts to achieve the goals and objectives of MSC EP Program.

## **2-3 Afloat Personnel Management Center (APMC)**

- a. Division Heads shall ensure that personnel receive required EP training in accordance with Table 4-1, prior to reporting aboard ship.
- b. For CIVMAR manned ships, ensure each ship's Afloat EP Coordinator has received training in accordance with Table 4-1.

## **2-4 Vessels**

- a. The Master shall:
  - (1) Ensure that all crewmembers are familiar with and adhere to the policies prescribed or referenced in this instruction.

24 May 2004

(2) Communicate to the appropriate APMC Division Head:

(a) Any need for new environmental training elements.

(b) Recommendations for improvement of training courses.

(3) Maintain a copy of this instruction.

(4) Ensure a crewmember is designated to serve as the ship's Afloat EP Coordinator (AEPC) with responsibilities as listed under section 2-4b.

(a) For CIVMAR manned ships

(1) AEPC onboard CIVMAR manned ships is a collateral duty of the Second Mate and for the purposes of ascension training, all Second Mates are required to successfully complete one of the AEPC courses; however,

(2) The ship's Master may assign the duties of AEPC to any person on the ship who is Second Mate or Second Assistant Engineer or higher.

(3) The ship's Master shall ensure that the designated AEPC has either completed the AEPC course successfully or successfully completes the AEPC CD-ROM course within 30 days of assignment.

(b) For Contract-operated ships. The operating company/contract ship's Master shall ensure that whoever is designated as the AEPC on board ship has successfully completed the AEPC course or successfully completes the AEPC CD-ROM within 30 days of assignment.

(5) Maintain communication with Program Managers regarding environmental compliance issues. Relay information concerning inspections, notices of violation or USCG 835s to ensure that shore staff is aware of current environmental compliance issues. Report conditions or system/equipment failures that prevent compliance with environmental requirements.

(6) Ensure a complete annual evaluation of shipboard environmental compliance using the self-evaluation checklist in Appendix A is conducted by the AEPC, reviewed and any discrepancies are corrected.

(7) Initiate education programs to inform all personnel of the adverse effects of marine pollution. Training requirements are detailed in Section 4-1 of this instruction.

(8) Coordinate with the Team Leader, Environmental Command Action Team, if assistance is desired, to ensure that all environmental requirements are met per this instruction.

(9) Provide feedback to Program Managers and N731/N00EP on significant environmental issues that may impact organizational policy.

(10) Report Oil and Hazardous Substance (OHS) spills in accordance with Chapter 5 of this instruction.

(11) Maintain an OHS spill response kit in accordance with Appendix B.

(12) Ensure OHS spill drills are held in accordance with reference (e).

(13) Ensure proper shipboard EP training is held in accordance with this instruction.

(14) Implement a shipboard recycling program to the maximum extent practical.

b. AEPC shall:

(1) Serve as an advisor to the ship's Master on shipboard environmental programs and other environmental related matters.

(2) Assist in the management of shipboard EP programs in accordance with this instruction.

(3) Maintain the ship's environmental instructions, manuals and guides as specified by N731/N00EP and in accordance with this instruction.

(4) Assist the ship's department heads in meeting the requirements of this instruction.

(5) Coordinate with appropriate EP specialists for EP issues.

(6) Complete an annual evaluation of shipboard environmental compliance, using the checklist in Appendix A.



## CHAPTER 3

### COMPLIANCE

#### 3-1 General

a. CNO has committed the Navy to strict compliance with all applicable environmental requirements and the establishment of goals that “go well beyond compliance with existing standards.” MSC EP Program is designed to ensure compliance with the Federal, state, and local laws and regulations promulgated to protect the environment and natural resources of the United States, as well as international environmental laws and other agreements. MSC operations are also affected by the requirements imposed by Executive Orders, DOD directives, and Navy instructions.

(1) Accordingly, all MSC commands and MSC vessels will strive to meet the letter and spirit of applicable environmental laws and regulations including those of the port state and local governmental unit.

(2) MSC personnel shall immediately report all violations of EP requirements to the command responsible for such violation. If the identity of the responsible command is not known, the reporting individual should report the violation to the MSC Duty Officer. If reprisal is of concern to the reporting individual, reports may be submitted to the Navy Hotline (800) 522-3451.

(3) Within the United States, MSC vessels shall be made available for inspection by environmental officials provided the inspector demonstrates a legitimate basis for requesting access, and subject to the requirements to protect national security information. Additional information is located in reference (j). Legal counsel should be consulted if there is any question on the applicability to MSC vessels of the law or regulation under which access is sought. Access shall always be at the discretion of COMSC.

(a) Notify the port engineer and MSC EP Specialists if the inspectors express any interest in any liquid discharges other than oil water separator or marine sanitation device effluent.

(b) Notify the port engineer and MSC EP Specialists if any official discrepancies are issued by the inspectors.

(4) Environmental officials of foreign countries do not have the authority to inspect MSC vessels. Requests for such inspections shall be refused. Notification of such requests shall be forwarded to the U.S. Embassy, to MSC Headquarters, and the chain of command.

24 May 2004

b. All vessel chartering contracts shall require the Masters, owners and operators of vessels chartered to MSC to comply with all applicable foreign, Federal, state, and local EP laws, regulations and ordinances; including, but not limited to, pollution prevention, cleanup, and reporting requirements.

c. Both the owners and operators of vessels chartered to MSC (for operations in U.S. waters) shall provide sufficient evidence of financial responsibility to cover potential liabilities arising out of oil and/or hazardous substance spills; including, but not limited to, the costs associated with spill clean-up and environmental restoration, as determined by the charter agreement.

### **3-2 Compliance Afloat**

a. Policies related to public vessel compliance with applicable environmental laws and regulations are detailed in Chapter 19 of reference (a). Where U.S. Coast Guard regulations and specifications are clearly applicable, those requirements shall take precedence. Tables 3-1 and 3-2 summarize applicable pollution discharge restrictions for use by MSC vessels. MSC commands shall ensure that applicable requirements are met through annual afloat environmental compliance inspections. An Afloat Environmental Program Self-Audit Checklist is provided in Appendix A for this purpose.

b. U.S. Maritime Administration (MARAD) RRF vessels when under MSC OPGON shall comply with all MSC environmental regulations as mutually agreed. MARAD vessels maintain spill kits sufficient to meet U.S. Coast Guard vessel requirements and in accordance with MARAD regulations.

### **3-3 Foreign Jurisdictions**

MSC vessels and chartered vessels shall meet environmental standards contained in port visit clearances and/or in Status of Forces Agreements (SOFA) with host countries whenever possible. Guidance on environmental compliance overseas is contained in the Overseas Environmental Baseline Guidance Document and Final Governing Standards available from the RECs/NOSCs. References (f) and (g) provide points of contact for all RECs/NOSCs.

**TABLE 3-1**  
**SUMMARY OF POLLUTION CONTROL DISCHARGE RESTRICTIONS**  
*(Sewage, Graywater and Oily Waste)*

Area	Sewage <sup>(1)</sup>	Graywater <sup>(1)</sup>	Oily Waste <sup>(2)</sup>
U.S. Internal Waters and Territorial Seas (0-3 nm)	No discharge of raw sewage (from CHT). Discharge of MSD-treated effluent allowed.	If capable of collecting and treating graywater through MSD, do so. Otherwise, discharge allowed. <sup>(3)</sup>	No sheen allowed. Discharge must be through OWS and OCM and contain less than 15 ppm of oil. <sup>(4)</sup>
U.S. Contiguous Zone (3-12 nm)	Discharge allowed.	Discharge allowed.	Same as 0-3 nm.
12-25 nm	Discharge allowed.	Discharge allowed.	Discharge must be through OWS and OCM and contain less than 15 ppm of oil.
25 - 50 nm	Discharge allowed.	Discharge allowed.	Same as 12-25 nm.
> 50 nm	Discharge allowed.	Discharge allowed.	Discharge must be through OWS and OCM and contain less than 15 ppm of oil. Discharge of cargo wastes allowed if ship is enroute and discharging less than 30 liters of oil per nm.
MARPOL "Special Areas" <sup>(5)</sup>	Not applicable.	Not applicable	No discharge if practicable. If not practicable, discharge must be through OWS and OCM and be as far from shore as practicable.
Foreign Countries (0-12 nm)	Discharge of MSD-treated effluent allowed. See also Visit Request of LOGREG. <sup>(3)</sup>	If capable of collecting and treating graywater through MSD, do so. Otherwise, discharge allowed. See also Visit Request or LOGREQ. <sup>(3)</sup>	Discharge must be through OWS and OCM and contain less than 15 ppm of oil. See also Visit Clearance or LOGREQ. <sup>(3)</sup>
Comments	<ul style="list-style-type: none"> <li>Exemption allowed (direct discharge) to ensure safety of ship or those onboard.<sup>(3)</sup></li> </ul>	<ul style="list-style-type: none"> <li>Contact local port authorities for local discharge guidelines.</li> <li>Obey state regulations regarding discharge of graywater.</li> <li>Exemption allowed to ensure safety of ship or those onboard.</li> <li>In the event of concerns when the local port authorities state the ship may not discharge graywater, coordinate the issue with local MSC legal counsel.</li> </ul>	<ul style="list-style-type: none"> <li>State/local rules may vary; check with port authorities.</li> <li>Exemption allowed to ensure safety of ship or those onboard.</li> <li>Ships must log discharges of oily wastes.</li> </ul>

**Notes:**

- 1) Governing regulations include 33 CFR 159.
- 2) Governing regulations include MARPOL Annex I, 33 CFR 155.
- 3) Requirement imposed by COMSC policy.
- 4) If operating properly, OWS discharge will typically be less than 15 ppm.
- 5) Special Areas where these restrictions currently apply: Mediterranean Sea, Baltic Sea, Black Sea, and Antarctic Ocean.

**Acronyms:**

MSD: Marine Sanitation Device (Type I or II)  
CHT: Collecting and Holding Tank (Type III MSD)

OWS: Oil-Water Separator  
OCM: Oil Content Monitor

**TABLE 3-2  
SUMMARY OF POLLUTION CONTROL DISCHARGE RESTRICTIONS (Garbage)**

<b>Area</b>	<b>Garbage (<i>plastics</i>) <sup>(1)</sup></b>	<b>Garbage (<i>non-plastic</i>) <sup>(1)</sup></b>
<b>U.S. Internal Waters and Territorial Seas (0-3 nm)</b>	No discharge.	No discharge.
<b>U.S. Contiguous Zone (3-12 nm)</b>	No discharge.	No discharge of floating packaging materials. Discharge of ground paper, glass, metal and food wastes is allowed.
<b>12 - 25 nm</b>	No discharge.	No discharge of floating packaging materials. Discharge of paper, glass, metal and food wastes is allowed.
<b>25-50 nm</b>	No discharge.	Discharge of floating packaging materials, paper, glass metal and food wastes are allowed.
<b>&gt; 50 nm</b>	No discharge.	Discharge of floating packaging materials, paper, glass metal and food wastes are allowed.
<b>MARPOL "Special Areas" <sup>(2)</sup></b>	No discharge.	No discharge of floating packaging materials, paper, glass or metal. Discharge of food wastes is allowed beyond 12 nm.
<b>Foreign Countries (0-12 nm)</b>	No discharge.	No discharge of floating packaging materials. Discharge of ground paper, glass, metal and food wastes allowed beyond 3 nm. See also Visit Clearance or LOGREQ. <sup>(3)</sup>
<b>Comments</b>	Exemptions allowed to ensure safety of ship or those onboard and for discharge of wastes resulting from damage to the ship. Waste management plans and trash discharge logs required. There are additional restrictions on shore disposal of foreign food wastes. Care should be taken to eliminate floating non-plastic garbage. Retain surplus material for shore disposal. <sup>(3)</sup>	

**Notes:**

- 1) Governing regulations include MARPOL Annex V and 33 CFR 151.
- 2) Special Areas where these restrictions currently apply: Baltic Sea, North Sea, and Antarctic Ocean.
- 3) Requirements imposed by COMSC policy.

## CHAPTER 4

### POLLUTION PREVENTION

#### 4-1 Environmental Awareness Training Policy

a. All MSC employees shall receive general and command-specific environmental awareness training commensurate with the employee's position in the command to ensure that they fully understand the EP responsibilities of the Navy and MSC, as well as their roles in the proper execution of those responsibilities.

(1) Training requirements for afloat personnel are summarized in Table 4-1.

(2) Shore-side personnel should take advantage of every available opportunity for environmental awareness training, e.g., NOSC training or Spill Management Team training.

b. Training will include an overview of:

(1) The Navy's Environmental and Natural Resources Program and policy as detailed in reference (a).

(2) MSC Environmental Programs as detailed in this instruction.

(3) The role of the individual in achieving compliance with these directives.

(4) Pollution prevention measures and recycling programs.

(5) The consequences of non-compliance.

#### 4-2 Environmental Quality Management Board (E-QMB)

a. Purpose. The purpose of the E-QMB is to promote uniformity and consistency in the application of EP policy at MSC.

b. Goals. The goals of the E-QMB are three-fold:

(1) To assist MSC ship Masters, Area Commanders, Program Managers, and Functional Directors in coping with changes in EP regulations.

(2) To share information, experience, and expertise concerning EP policy and regulatory compliance throughout MSC.

24 May 2004

(3) To review and recommend necessary changes to the organizational structure and business practices MSC employs to accomplish its EP mission.

c. Membership

(1) The E-QMB will be composed of the following members:

Chairman	N01
Director of Environmental Programs	N731/N00EP
Inspector General	N00I
Head, Manning & Training	N13
Deputy Counsel for Environmental Affairs	N2
Deputy Director, Operations & Plans	N3/5X
Director, Logistics	N4
Director, Engineering	N7
Director, Congressional & Legislative Affairs	N93
NFAF Program Operations Officer	PM1D
SMS Program Manager	PM2
Prepositioning Program Manager	PM3
Sealift Program, Tanker Project Manager	PM51

(2) Chairman. The Vice Commander, MSC (N01) will serve as the permanent Chairman of the E-QMB and as the board's link to the command's Executive Steering Committee (ESC).

d. Meetings. The E-QMB will meet at the call of the Chairman. N731/N00EP shall submit to each member of the board, at least 4 weeks prior to the meeting, a proposed agenda for the upcoming meeting, and a final agenda at least 5 business days prior to the meeting.

e. Reporting. N731/N00EP will provide to the members and COMSC the final minutes of each meeting no later than 5 business days thereafter. In addition to reporting the minutes of each meeting to COMSC within 5 business days, N731/N00EP will annually report to COMSC by Command Briefing the goals, findings, and recommendations of the E-QMB during the preceding fiscal year.

f. Environmental Command Assistance Team (E-CAT). An E-CAT shall be chartered by the E-QMB on a continuous basis for periods of 1 year to facilitate the execution of MSC EP Program. The composition of the E-CAT shall be determined by the E-QMB. The goals of the E-CAT are as follows:

- (1) Assess command compliance with MSC EP Program.
- (2) Provide shipboard training assistance as requested by vessel's Master.

- (3) Identify the need for changes in MSC EP Program.
- (4) Promote the dissemination of MSC EP policies and instructions.
- (5) Assist in any OHS spill response actions as requested by vessel, Area Commander, or NOSC.

g. Integrated Process Teams (IPT). IPTs will be established as needed to address areas of special concern to the E-QMB and to recommend to the board specific courses of action for approval.

#### **4-3 Sewage/Graywater Management Policy**

a. The terms "sewage" or "blackwater" refer to untreated human body wastes and the wastes from toilets and other receptacles intended to receive or retain body wastes. The term "graywater" includes a variety of waste streams including discharge from sinks, showers, and habitability area deck drains. Graywater does not include industrial wastes, infectious wastes, and human body wastes.

b. MSC vessels and chartered vessels engaged in U.S. operations shall comply with U.S. Coast Guard regulations governing the discharge of sewage. Refer to specific U.S. Coast Guard regulations for the most recent and accurate information on the requirements. Table 3-1 provides a summary of discharge limits.

c. All new MSC vessels shall be equipped with Type II Marine Sanitation Devices (MSDs). Type I MSDs may be retained if the vessel was constructed prior to 1 Apr 79. Vessels with properly operating Type III MSDs (also called CHT systems) may retain them.

d. MSDs shall be maintained in proper working order to minimize any impact to the marine environment.

(1) In accordance with reference (k), each MSD must have the following information stamped onto the machine or possess a nameplate made of durable material.

- (a) The name of the manufacturer.
- (b) The name and model number of the device.
- (c) The month and year of completion of manufacture.
- (d) Serial number.

24 May 2004

(e) Whether the device is certified for use on an inspected or an uninspected vessel.

(f) Whether the device is Type I, II, or III.

(2) Each MSD must have a placard posted on which is printed the operating instructions, safety precautions, discharge restrictions (precaution about discharging untreated sewage overboard within 3 nautical miles of land) and warnings pertinent to the device. The warnings should include the prohibition of smoking, drinking and eating in the space and the presence of toxic or flammable fumes in the tank (for Type III MSD/CHT). The size of the letters printed on the placard must be one-eighth of an inch or larger.

(3) The MSD space must contain operational procedures for spill and leak cleanup, personnel cleanup, handling, and storage of MSD chemicals and the schedule for adding the chemicals. Procedures for discharging sewage to a shore facility shall be posted or readily available.

(4) Manufacturer's instructions for installation, operation, and maintenance should be available for each MSD in accordance with reference (k).

e. All MSC vessels that are capable of collecting and treating graywater through an MSD shall do so when operating within 3 nautical miles of land. Otherwise, discharge is allowed. Refer to Table 3-1 for guidance on local port authority restrictions.

#### **4-4 Air Pollution Policy**

a. MSC vessels shall comply with state and local regulations limiting the opacity of smoke during normal operation of the boilers and special periods, such as lighting off, securing, baking out, or testing.

b. In port, MSC vessels shall minimize operation of boilers and diesel engines by using shore services whenever operational requirements permit.

c. In order to reduce volatile organic compounds (VOCs), ships shall use only approved materials from the Authorized Use List (AUL) and in accordance with reference (v).

d. Incinerators will not be used in port or within 12 nm of shore. Under no circumstances will the incineration of hazardous materials be permitted onboard MSC vessels. Incinerators will be maintained in proper working order to minimize any environmental impacts.

#### 4-5 Oil Management Policy

a. At no time shall MSC vessels get underway for the sole purpose of discharging oily waste at sea.

b. Program Managers shall assist vessels in the development of suitable procedures for management of oil, waste oil, oily waste, transfer of oil, and pollution prevention.

c. Personnel who operate or maintain waste oil and oily water holding, processing, disposal, or transfer equipment will be trained on the proper procedures for oily waste disposal (see Table 4-1).

d. Bilgewater. Oil contamination of bilgewater should be minimized.

(1) All bilgewater shall be processed through the Oil Water Separator and Oil Content Monitor.

(2) MSC vessels should refrain from use of emulsifying bilge cleaners which could affect the operation of the OWS.

e. Waste Oil. Oil whose characteristics have changed markedly since being originally refined and has become unsuitable for further use and is not considered economically recyclable. Waste oil has less than 5 percent water content.

(1) The disposal of waste oil at sea is strictly prohibited.

(2) MSC vessels shall retain all collected waste oil aboard and use available shore facilities, including the MSC Worldwide Oil Contract, for disposal.

f. Oily Waste. Oil mixed with water or other fluids such that the mixture is no longer useful. Oily waste shall be processed through the Oil Water Separator (OWS) and Oil Content Monitor (OCM). Oily waste has a water content of greater than 5 percent.

g. OWS and OCMs. All MSC vessels and chartered vessels shall be equipped with U.S. Coast Guard-certified OWS and OCMs.

(1) All discharge from the OWS and OCM is limited to 15 parts oil per million parts water (ppm). In the event that this is not possible, oily waste shall be retained onboard for discharge ashore. If at an U.S. naval base, Public Works will be utilized for oily waste disposal; if at a non-U.S. naval base, the MSC worldwide lube oil contract will be utilized for disposal.

(2) Oil pollution prevention equipment shall be maintained in proper working order to minimize any impact to the marine environment.

24 May 2004

(3) In accordance with reference (o), each separator, monitor, and bilge alarm manufactured under Coast Guard approval must be plainly marked by the manufacturer with the information below. This includes OWS, OCMs, and cargo oil slops monitors, as applicable. The marking must be securely fastened to the item.

(4) Each marking must include the following information:

- (a) Name of the manufacturer.
- (b) Name or model number of the item.
- (c) If the item is a separator, the maximum throughput and the maximum influent pressure at which the separator is designed to operate.
- (d) The month and year of completion of manufacture.
- (e) The manufacturer's serial number for the item.
- (f) The Coast Guard approval number.
- (g) A list of bilge cleaners, solvents, and other chemical compounds that do not impair operation of the item.
- (h) If the item is a cargo monitor, the oils for which use has been approved.
- (i) If the item is a separator that uses replaceable filter or coalescer elements, the part numbers of the elements.

h. Used Oil. MSC maintains worldwide procurement contracts with organizations that supply, analyze, and dispose of oils. These contracts shall be utilized to the maximum extent possible. Additional information about waste oil management can be found in the vessel's Engineering Operations and Maintenance Manual. Waste or used lube oil shall be handled in accordance with the MSC Lube Oil Onboard Handbook.

(1) Used lube oils shall be collected, separately stored and labeled for shore reclamation.

(2) Lube oils shall not be discharged into the bilge.

i. Oil Transfer Procedures. Every MSC vessel shall develop written procedures with clearly defined responsibilities for oil transfer operations. These procedures shall designate a person in charge and include procedures for topping off tanks, communication between persons conducting transfer operations, emergency shutdown procedures, spill notification procedures, and cargo slops disposal procedures. Additional detailed information is available in references (l), (m), and (n).

(1) In accordance with reference (l), vessels with a capacity of 250 or more barrels of oil shall provide transfer procedures for transfer to or from the vessel or from tank to tank within the vessel. The transfer procedures must contain a list of each product transferred to or from the vessel, including:

- (a) Generic or chemical name.
  - (b) Cargo information including:
    - (1) Name of the cargo
    - (2) Description of the appearance and odor of the cargo
    - (3) Hazards involved in handling the cargo
    - (4) Instructions for safe handling
    - (5) Procedures in case of spills or leaks or exposure
    - (6) Fire fighting procedures and extinguishing agents for use
  - (c) Applicability of transfer procedures.
  - (d) Each vessel must have a description of each transfer system including:
    - (1) A line diagram of the vessel's transfer piping, including the location of each valve, pump, control device, vent, and overflow.
    - (2) The location of the shutoff valve or other isolation device that separates any bilge or ballast system from the transfer system.
    - (3) A description of and procedures for emptying the discharge containment system.
- (2) Additional information required for transfer operations includes:
- (a) The number of persons required to be on duty during transfer operations.

24 May 2004

- (b) The duties, by title, of each officer, person in charge, tankerman, deckhand, and any other person required for each transfer operation.
- (c) Procedures and duty assignments for tending the vessel's moorings during the transfer.
- (d) Procedures for operating the emergency shutdown and communications means.
- (e) Procedures for topping off tanks.
- (f) Procedures for ensuring that all valves used during the transfer operations are closed upon completion of transfer.
- (g) Procedures for closing and opening the vessel openings.

(3) Ensure written and legible oil transfer procedures are permanently posted or available where they can be easily seen by crewmembers when performing transfer operations.

#### **4-6 Hazardous Materials (HM) and Hazardous Waste (HW) Control and Management Policy**

a. References (a), (t), and (u) provide policy, guidance, and requirements for life-cycle control of hazardous materials acquired and used by MSC afloat and ashore.

(1) "HM" is any material that, because of its quantity, concentration, or physical, chemical, or infectious characteristics may pose a substantial hazard to human health or the environment.

(2) "HW" is a solid, liquid, semi-solid, or contains gaseous material which because of its quantity, concentration, or physical, chemical, or infectious characteristics may cause or significantly contribute to an increase in mortality or an increase in serious irreversible or incapacitating reversible illness; or pose a substantial present or potential hazard to human health or the environment when improperly treated, stored, transported, disposed of, or otherwise managed.

b. "Used HM" or "Excess HM" is hazardous material onboard ship for which there is no further, immediate use. Used or excess HM shall not be discharged at sea. Ships shall transfer used or excess HM to shore facilities who will determine if the shipboard HM is usable, reusable, or should be disposed of as HW, in accordance with international, Federal, and state laws.

c. The Resource Conservation and Recovery Act (RCRA) regulates HW and states that any hazardous waste generated on a public vessel shall not be subject to the storage, manifest, inspection or recordkeeping requirements of this regulation "until such waste is transferred to a shore facility, unless:

(1) The waste is stored on the public vessel for more than 90 days after the public vessel is placed in reserve or is otherwise no longer in service; or

(2) The waste is transferred to another public vessel within the territorial waters of the United States and is stored on such vessel or another public vessel for more than 90 days after the date of transfer."

d. The Supply Department Head is designated the HM Coordinator aboard ships. For ships without Supply Officers, the Chief Mate is the designated HM Coordinator. The HM Coordinator responsibilities afloat and ashore are contained in references (t) and (u).

e. The AUL contains each item of HM authorized for use onboard ships and ashore. Masters can authorize procurement of HM not on the AUL only if material is essential for the ship's operation and cannot be replaced by an item on the AUL. Supply procedures will be followed in accordance with reference (v), MSC Supply Procedures Manual.

f. The HM Coordinator will maintain the DoD Hazardous Material Information System (HMIS). This system includes Material Safety Data Sheets for each item of HM.

g. The HM Coordinator will inform personnel of HM hazards and necessary protective measures through training.

h. An annual inventory of HM onboard ships and ashore will be conducted in accordance with references (t) and (u).

i. Management of HM/HW during shipyard availabilities shall follow N4 policies and instructions.

j. Vessels shall not discharge overboard untreated used or excess HM generated aboard the ship within 200 nm of land unless specifically allowed by Appendix L of reference (a). Used or excess HM should be retained onboard for shore disposal to the maximum extent possible. Appendix L of reference (a) provides detailed guidance for HM discharges.

24 May 2004

#### 4-7 Solid Waste Management Policy

a. The following is a summary of elements of the Solid Waste Management Program. Details of the program can be found in reference (c).

(1) Plastic waste. Discharge of plastic waste at sea is prohibited. MSC ships shall minimize the volume of plastic material taken to sea that may become waste while at sea. Wherever possible, replace plastic disposable items with non-plastic items. Remove plastic wrapping and shipping materials from supply items before bringing onboard. Plastic waste shall be retained onboard and discharged ashore.

(a) Plastics may only be discharged at sea to ensure the safety of the crew, as a result of damage to the ship or to save a life. The ship shall make such discharges outside of 50 nautical miles from shore, in weighted bags. Masters shall minimize the amount of plastic discharged and report the discharge to the chain of command.

(b) Any discharge of plastics must be recorded in the Deck Log.

(c) Table 3-2 provides a summary of discharge restrictions.

(2) Non-plastic waste. Table 3-2 provides discharge restrictions.

b. Placards. Placards for discharge of waste must be posted in accordance with reference (m) in prominent locations and in sufficient numbers so they can be read by the crew. They should be readily accessible, at least 9 inches wide by 4 inches high, made of a durable material, with letters at least 1/8 inch high, and include the following information.

(1) The discharge of plastic or garbage mixed with plastic into any waters is prohibited.

(2) The discharge of all garbage is prohibited in the navigable waters of the United States and, in all other waters, within 3 nautical miles of the nearest land.

(3) The discharge of dunnage, lining, and packing materials that float is prohibited within 25 nautical miles of the nearest land.

(4) Other unground garbage may be discharged beyond 12 nautical miles from the nearest land.

(5) Other garbage ground to less than 1 inch may be discharged beyond 3 nautical miles of the nearest land.

c. Recycling Policy. MSC shore activities shall participate in the host activity's Solid Waste Management Plan and Qualified Recycling Program. These are organized operations to divert or recover scrap or waste from waste streams, as well as efforts to identify, segregate, and maintain the integrity of the recyclable materials in order to maintain or enhance their marketability.

(1) Materials that cannot be replaced by non-polluting alternatives should be recycled.

(2) All MSC vessels shall implement a shipboard recycling program and cooperate with shore facilities recycling programs to the maximum extent practicable.

d. Trash Segregation. MSC vessels shall segregate trash into properly labeled receptacles to assist in reducing waste onboard and facilitating recycling and disposal procedures.

#### **4-8 Medical Waste**

Medical waste will be treated in accordance with reference (w), MSC Medical Manual.

a. Infectious medical waste (including needles, syringes, scalpels, and other “sharps”) shall be suitably packaged and stored for disposal ashore.

b. Overboard discharge of other infectious medical waste is only authorized when retention of the waste would endanger the health and safety of personnel onboard, create an unacceptable nuisance condition or compromise mission readiness. Such discharge shall be recorded in the Deck Log.

#### **4-9 Oil and Hazardous Substances (OHS) Administration**

a. Oil Record Books. For machinery space operations, Oil Record Books are required onboard every tanker above 150 gross tons or any ship above 400 gross tons. Oil tankers of over 150 gross tons or a non oil tanker carrying over 200 cubic meters or more of oil in bulk must maintain an Oil Record Book for Cargo/Ballast Operations in accordance with reference (m).

(1) Entries shall be made in the Oil Record Book on each occasion, on a tank to tank basis if appropriate, whenever any of the following machinery space operations take place: ballasting or cleaning of fuel oil tanks; discharge of dirty ballast or cleaning water from fuel oil tanks; disposal of oily residues (sludge); and discharge overboard or disposal otherwise of bilge water that has accumulated in machinery spaces.

24 May 2004

(2) Entries shall be made in the Oil Record Book on each occasion, on a tank to tank basis if appropriate, whenever any of the following cargo/ballast operations take place on any oil tanker: loading of oil cargo; internal transfer of oil cargo during voyage; unloading of oil cargo; ballasting of cargo tanks and dedicated clean ballast tanks; cleaning of cargo tanks including crude oil washing; discharge of ballast except from segregated ballast tanks; discharge of water from slop tanks; closing of all applicable valves or similar devices after slop tank discharge operations; closing of valves necessary for isolation of dedicated clean ballast tanks from cargo and stripping lines after slop tank discharge operations; and disposal of residues.

(3) In the event of an emergency, accidental or other exceptional discharge of oil or oily mixture, a statement shall be made in the Oil Record Book of the circumstances of, and the reasons for, the discharge.

(4) Each operation shall be fully recorded in the Oil Record Book. Each completed operation shall be signed by the person or persons in charge of the operations concerned and each completed page shall be signed by the Master.

(5) The Master or other person having charge of a ship required to keep an Oil Record Book shall be responsible for the maintenance of such record.

(6) The Oil Record Book shall be maintained onboard for 3 years.

b. Oil Pollution Placards. In accordance with reference (1), Oil Pollution Prevention Placards will be posted in each machinery space, or at the bilge and ballast pump control station.

(1) Each placard shall be at least 5 x 8 inches, made of durable material and fixed in a conspicuous place.

(2) The placards will state: "Discharge of Oil Prohibited: The Federal Water Pollution Control Act prohibits the discharge of oil or oily waste into or upon the navigable waters of the United States, or the waters of the contiguous zone, or which may affect natural resources belonging to, appertaining to or under the exclusive management authority of the United States, if such discharge causes a film or discoloration of the surface of the water or causes a sludge or emulsion beneath the surface of the water. Violators are subject to substantial civil penalties and/or criminal sanctions including fines and imprisonment."

#### **4-10 Ballast Water Management Policy**

a. MSC vessels will manage ballast water in accordance with the existing Navy policy, as stated in reference (a). All MSC vessels shall ensure no polluted or potentially polluted ballast water is unloaded within 12 nautical miles of shore unless to a designated

shore reception facility or if necessary to ensure the safety of the vessel or crew. Any unloading of potentially polluted ballast water shall be entered into the ship's deck/cargo log with the reason for the unloading clarified and information required in 4-10(d).

b. Potentially polluted waters are designated as waters in harbors, rivers, inlets, bays, landlocked waters, open sea within 12 nautical miles from shore or as designated by naval authorities.

c. If it is necessary to load ballast water in a potentially polluted area, such ballast water shall be offloaded outside of 12 nautical miles from shore and clean seawater taken on and discharged two times prior to entry within 12 nautical miles from shore. This exchange shall be accomplished even though the ballast water may have been unloaded prior to exiting polluted waters.

d. Loading of ballast water in potentially polluted areas and flushing of ballast tanks shall be entered into the ship's Deck/Cargo Log. The entry shall include the geographical position and the amount of ballast water taken on.

e. Anchors, chains and appendages shall be routinely washed down with seawater when being retrieved to prevent onboard collection of sediment, mud and silt. Following anchor retrieval, chain lockers shall also be washed down outside of 12 miles from land to flush out sediment, mud, and silt.

#### **4-11 Marine Mammal Protection Policy**

a. Marine mammals are any ocean dwelling mammals including sea otters, manatees, dugongs, sea cows, walruses, dolphins, whales, and porpoises or mammals that primarily inhabit the marine environment, such as polar bears. Marine mammals are protected under the Marine Mammal Protection Act of 1972 from harassment, hunting, capture, and killing. No MSC vessel shall deliberately harass a marine mammal. Protection of these animals shall be taken into account during operations and planning. MSC vessels shall observe all protective measures (such as speed limits and traffic restrictions) established by naval facilities or other authorities for the protection of marine mammals.

b. Whale Strikes. MSC vessels shall report whale strikes or other incidents involving marine mammals to COMSC (N731) and CNO (N45).

(1) For ease of reporting, the ship shall use the OPREP/Unit SITREP format text fields without the flagword "Unit SITREP" unless an actual Unit SITREP is required.

(2) If an actual Unit SITREP is needed, normal procedures will be used and CNO (N45) will be included as an information addressee.

24 May 2004

(3) Information provided should include date, time, location, vessel's course, and speed, weather conditions, visibility, any operations being conducted by the vessel, a description of the whale, and a narrative of the incident.

c. Northern Right Whale. Due to the endangered species status of the Northern Right Whale, greater restrictions apply for this species. MSC vessels are prohibited from approaching within 500 yards of a Northern Right Whale wherever sighted, and must steer slowly away when one is sighted. Emergency situations and vessels restricted in their ability to maneuver are exempted.

(1) There are two key right whale habitats, one off the northeast U.S including the waters of Cape Cod Bay, Massachusetts Bay and the Great South Channel east of Massachusetts, and one off the southeast U.S., stretching 90 miles along the Atlantic seaboard in Florida and Georgia. The northeast habitat is in operation all year round; the southeast habitat operates during the period beginning on 15 November and ends on 16 April of each year. These areas have been designated as critical habitat by the National Marine Fisheries Service. MSC vessels shall exercise extra care in these waters to avoid disturbing the whales. (See Figures 1 and 2. Refer to Coast Pilots for most current information.)

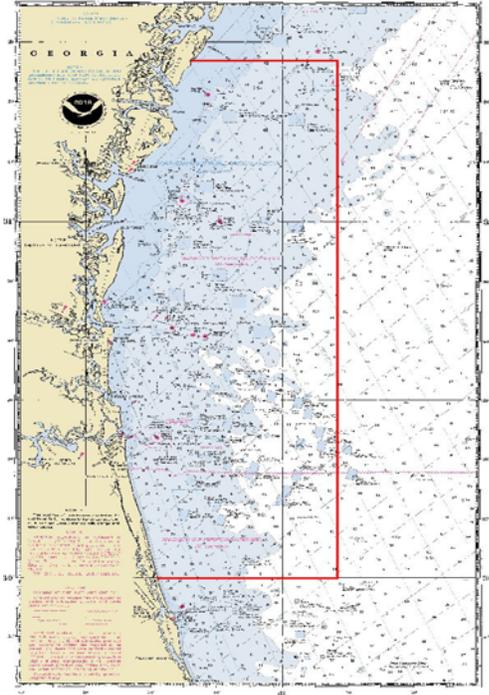
(2) Seasonal right whale advisories and sighting reports are broadcast by U.S. Coast Guard Broadcast Notice to Mariners, NAVTEX, NOAA Weather Radio, Cape Cod Canal Vessel Traffic Control, the Bay of Fundy Vessel Traffic Control, and other sources. Bridge watchstanders should also review right whale identification material and maintain a sharp watch with lookouts familiar with spotting whales when entering right whale critical habitat.

(3) When planning passage through right whale critical habitat, attempt to avoid night-time transits, and whenever practical, minimize travel distances through the area. When the ability to spot whales is reduced (e.g., night, fog, rain, etc.), mariners should bear in mind that reduced speed may minimize the risk of ship strikes.

(4) If a right whale is sighted from the ship, or reported along the intended track of a large vessel, mariners should exercise caution and proceed at a slow safe speed when within a few miles of the sighting location, bearing in mind that reduced speed may minimize the risk of ship strikes.

(5) Do not assume right whales will move out of the way. Right whales, generally slow moving, seldom travel faster than 5-6 knots. Consistent with safe navigation, maneuver around observed right whales or recently reported sighting locations. It is illegal to approach closer than 500-yards of any right whale (reference (z)).

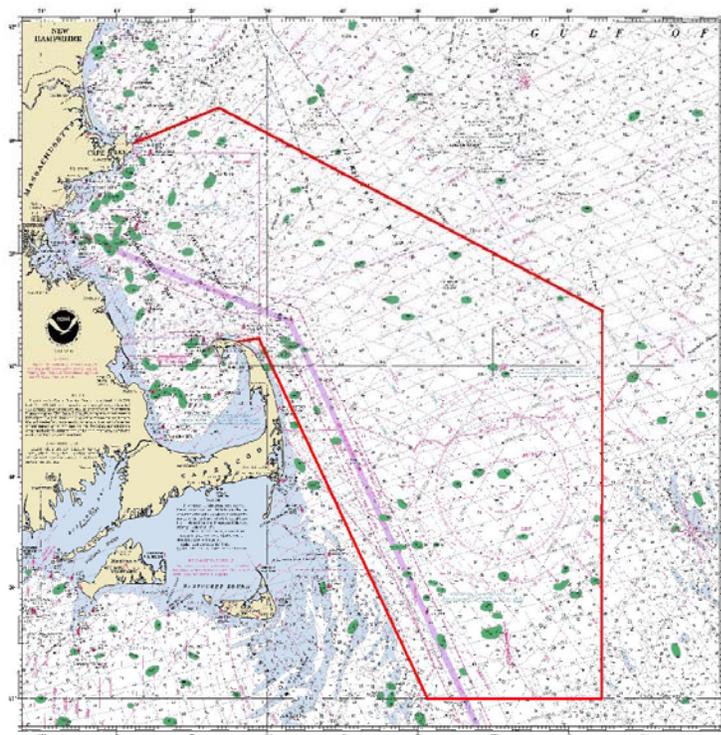
**Fig. 1 WHALESSOUTH for Northern Right Whales  
(Operates 15 Nov. to 16 April)**



**WHALESSOUTH BOUNDARY**

The area (NAD 83) extends from the shoreline east to longitude 80°51.6'W with the southern and northern boundaries at latitude 30°00'N and 31°27'N, respectively.

**Fig.2 WHALESNORTH area for Northern Right Whales  
(Operates year round)**



**WHALESNORTH BOUNDARY**

The area coordinates (NAD 83) are as follows: from a point on Cape Ann, Massachusetts at 42°39'N, 70°37'W; then northeast to 42°45'N, 70°13'W; then southeast to 42°10'N, 68°31'W; then south to 41°00'N, 68°31'W; then west to 41°00'N, 69°17'W; then northwest to 42°05'N, 70°02'W, then west to 42°04'N, 70°10'W; and then along the Massachusetts shoreline of Cape Cod Bay and Massachusetts Bay back to the point on Cape Ann at 42°39'N, 70°37'W.

24 May 2004

(6) Any whale accidentally struck, any dead whale carcass spotted, and any whale observed entangled in fishing gear should be reported immediately to the U.S. or Canadian Coast Guard noting the precise location and time of the accident or sighting.

#### **4-12 Shipboard Maintenance Program**

The MSC Engineering Director (N7) shall be responsible for policies governing the maintenance, repair, alteration, and modification of all machinery aboard MSC ships, including pollution prevention equipment.

#### **4-13 Noise Policy**

To the maximum extent possible, the use of powered tools, machinery, outboard loudspeakers, or any other devices that emit excessive noise shall be restricted to normal daylight working hours.

#### **4-14 Ozone Depleting Substances (ODS) Management Policy**

a. References (d), (x), and (y) contain detailed instruction on the control and use of ODS.

b. In accordance with reference (y), use and disposal of class I and II ODS, (CFC-11, CFC-12, Halon-1301, and HCFC-21, HCFC-22, respectively) during installation, service, repair, or disposal of air conditioning and refrigeration equipment requires that technicians must be certified by an approved technician certification program to perform this work. This certification is a condition of employment within MSC for those technicians and owners and operators can be held liable for violations of the law and penalized.

c. ODS are found aboard vessels in refrigeration, air conditioning, and firefighting systems and have been used as solvents or cleaning agents. MSC ships may use both Class I (including CFC-11, CFC-12, CFC-113, Halon 1301, etc.) and Class II (HCFC-22 and others) ODS.

d. Operational training and testing practices shall be instituted or modified to eliminate unnecessary ODS emissions aboard MSC ships. Intentionally venting ODS to the atmosphere during maintenance, service, repair, or disposal is prohibited.

e. Acquisition of ODS shall comply with reference (d). The ODS Reserve shall be used only to support mission critical uses of ODS. ODS needed for non-mission critical uses may be obtained only through open purchase and will require an ODS Procurement Approval, as described in reference (d).

f. All surplus, recovered, or reclaimed Class I ODS shall be retained by MSC for reuse or deposited into the ODS Reserve. The sale, disposal, or otherwise transfer of Class I ODS to non-Navy activities is prohibited.

g. Refrigerant logs will be maintained onboard for 3 years. Logs will contain information on addition or removal of refrigerant, consumption, leakage rates and the name(s) of technician(s) performing the work. Records shall be maintained for 3 years after conversion of units to non-ozone depleting substances.



**TABLE 4-1  
AFLOAT EP TRAINING REQUIREMENTS**

SUBJECT	TRAINING SOURCE	TRAINING REFERENCE	FREQUENCY	TARGET AUDIENCE
<b>1. MSC ENVIRONMENTAL PROTECTION PROGRAMS AND POLICY</b>				
MSC/Navy environmental and natural resources initiatives and MSC commitment to EP	MSC EP Course	OPNAVINST 5090.1B 24-5.2,4	Prior to reporting aboard and Annual Refresher	All Hands
Overview of environmental laws and regulations	MSC EP Course	OPNAVINST 5090.1B 24-5.4	Prior to reporting aboard and Annual Refresher	All Hands
Consequences of failure to comply with environmental laws and regulations	MSC EP Course	OPNAVINST 5090.1B 24-5.1	Prior to reporting aboard and Annual Refresher	All Hands
Reporting Non-Compliance with environmental laws	MSC EP Course		Prior to reporting aboard and Annual Refresher	All Hands
<b>2. SHIP GENERATED WASTES AND POLLUTANTS</b>				
Garbage/Plastics Management and Discharge Restrictions	MSC EP Course	OPNAVINST 5090.1B 19-7.4 OPNAVINST 5090.1B 24-5.5	Prior to reporting aboard and Annual Refresher	All Hands
Sewage: ◀ Disposal and Transfer Procedures ◀ Overview	On-the-job training (OJT)  MSC EP Course	OPNAVINST 5090.1B 19-3.5	Prior to being assigned to operate or maintain sewage disposal/transfer equipment Prior to reporting aboard	Personnel operating or maintaining sewage disposal and/or transfer equipment All Hands
Medical Waste: ◀ Overview ◀ Processing and Disposal	MSC EP Course  Professional Training	OPNAVINST 5090.1B 19-8.4	Prior to reporting aboard	All Hands Persons responsible for handling
Waste Management Plan	MSC EP Course		Prior to reporting aboard	All Hands
Oil and Oily Wastes: ◀ Overview ◀ Transfer of Oil/Oily Wastes ◀ Operation and Maintenance of Transfer Equipment including OWS and OCM	MSC EP Course  TBD  OJT	46 CFR Part 13  OPNAVINST 5090.1B 19-5.5	Prior to reporting aboard and Annual Refresher  TBD  Prior to being assigned to operate/maintain equipment	All Hands Personnel responsible for transfer Personnel operating or maintaining transfer equipment
<b>3. HAZARDOUS MATERIALS</b>				
Hazardous Communication (HAZCOM)	MSC Marine EP Course	29 CFR 1900.1200 OPNAVINST 5100.19C	Prior to reporting aboard and at least every 5 years	All Hands
General awareness/familiarization	MSC Marine EP Course	46 CFR 172.704 OPNAVINST 5100.19C	Prior to reporting aboard and at least every 5 years	All Hands
HAZMAT Emergency Response	MSC Marine EP Course	46 CFR 172.704 OPNAVINST 5090.1B 24-5.5	Prior to reporting aboard and at least every 5 years	All Hands

**TABLE 4-1 (Cont'd)  
AFLOAT EP TRAINING REQUIREMENTS**

SUBJECT	TRAINING SOURCE	TRAINING REFERENCE	FREQUENCY	TARGET AUDIENCE
<b>4. OIL SPILL RESPONSE READINESS</b>				
Spill Contingency Plan development and execution	MSC EP Course	OPNAVINST 5090.1B 24-5.5	Prior to reporting aboard and Annual Refresher	All Hands
Onboard emergency procedures	OJT/Shipboard drill	OPNAVINST 5090.1B 19-9	Monthly	All Hands
Equipment deployment	OJT/Shipboard drills	OPNAVINST 5090.1B 19-9	Annually	All Hands
Procedures to prevent or mitigate discharge of oil from operations or casualties	OJT/Shipboard drills	33 CFR Part 155	TBD	All Hands
Overview of Notification Procedures and Requirements	MSC EP Course and Shipboard drills	33 CFR Part 155	TBD	All Hands
NOSC/QI and Navy response organization; Unified Command Organization; USCG COTP Zones and National Response Center; Notification requirements	Annual drills and other TBD	33 CFR Part 155	TBD	Licensed Officers
<b>5. AIR POLLUTION/OZONE DEPLETING SUBSTANCES</b>				
General Awareness	MSC EP Course	OPNAVINST 5090.1B 24-5.5	Prior to reporting aboard and Annual Refresher	All Hands
Air Conditioning and Refrigeration maintenance and repair	Commercial Source	40 CFR Part 82 OPNAVINST 5090.1B 19-4.2.3	Prior to maintenance or repair	Licensed Engineers AC&R Technicians
Air Pollution minimization	OJT	OPNAVINST 5090.1B 19-4.2.3	Prior to being assigned such duties	Personnel whose duties may result in air pollution
<b>6. OTHER REQUIREMENTS</b>				
Endangered species and marine mammal protection	MSC EP Course	OPNAVINST 5090.1B 24-5.5	Prior to reporting aboard and Annual Refresher	All Hands
Ballast Water Management/Invasive Species	MSC EP Course		Prior to reporting aboard and Annual Refresher	All Hands
Afloat EP Coordinator/EP Specialists	USN Afloat EP Coordinator Course (A-4J-0021) or APEC CD-ROM		Prior to assignment as shipboard AEPC or within 30 days of assignment	AEPCs

4-19

## CHAPTER 5

### OIL AND HAZARDOUS SUBSTANCE SPILL RESPONSE READINESS

#### 5-1 Policy

To maintain oil spill response readiness at a high level, MSC shall participate in National Preparedness for Response Exercise Program (PREP) exercises. Participation will be accomplished under the guidance of N731/N00EP. References (e), (f), and (g) provide specific guidance and Table 5-1 provides an overview.

#### 5-2 Shipboard Drills

a. MSC vessels shall observe the following drill program to ensure that personnel are prepared to respond to all oil and hazardous substance spills. The drill program is consistent with the PREP guidelines.

(1) Emergency Procedures Drill. Every month, each vessel shall review one of the emergency procedures checklists provided in reference (e). The duties of each individual should be discussed, and the checklist modified as necessary to reflect the organization and capabilities of the particular ship. At the discretion of the Master, a particular emergency scenario may be repeated as necessary. Drills may include deployment of the equipment of the Spill Kit.

(2) Qualified Individual/NOSC Notification Drill. The purpose of the notification drill is to ensure that the designated person can be contacted in a spill response emergency to carry out his/her assigned duties. Contact by telephone, radio, message-pager, or facsimile must be made with the applicable NOSC and confirmation must be received to satisfy the requirements of the exercise. This drill will be conducted monthly and can be included in the monthly Emergency Procedures Drill. At least once a year, the notification drill will be conducted during non-business hours. MSC's Vessel Response Plan has a list of contact numbers for NOSCs.

(3) Unannounced Drill. MSC shall conduct an unannounced Emergency Procedures Drill once a year. This shall consist of requiring the vessel to follow the notification and response procedures described in reference (e).

b. Proper documentation (i.e., Ship's log entry) of all shipboard drills shall be maintained aboard the vessel for a period of 3 years.

24 May 2004

### 5-3 Exercises

a. MSC vessels participate in the PREP. This program has been established to help participants meet the spill response preparedness requirements of reference (p).

(1) Spill Management Team Tabletop Exercise. The PREP guidelines require the Spill Management Team to conduct a Tabletop Exercise annually. MSC personnel with spill response management responsibilities shall avail themselves of the training opportunities offered by attendance at regularly scheduled NOSC training courses. Each NOSC training course generally includes a Tabletop Exercise that meets the objectives of the PREP guidelines. The exercises test MSC's interaction with the response community and include contact and coordination with the NOSC, U.S. Coast Guard Captains of the Port (COTP), and involvement with local/state environmental groups.

(2) Area Exercise. The purpose of this exercise is to determine how effectively the various response organizations can coordinate their activities in a response to a major spill. Selected plans are tested along with the Area Contingency Plan. The exercise scenario is determined by the organization leading the exercise and lasts from 8 to 12 hours. The exercise is then evaluated by a joint government/industry team and lessons learned are disseminated nationwide through the National Response System. NOSCs coordinate Navy participation in Area Exercises. MSC vessels may be required to participate in these exercises.

(3) Unannounced Drills (U.S. Coast Guard-initiated). The U.S. Coast Guard may randomly select a response plan and call an unannounced drill on a vessel. These drills are limited to 4 hours in duration, and test the ability of the vessel to respond to the average most probable discharge scenario (a spill of 50 barrels during transfer operations). A vessel can be selected for this drill only once in a 36-month period and the drill counts as an Unannounced Drill, a QI Notification Drill, and an Equipment Deployment Drill. If the U.S. Coast Guard requests MSC to participate in an announced drill, members of the MSC Response Team and NOSC shall participate to the extent required by the COTP.

b. Documentation related to participation in Area Exercises shall be maintained at MSC Headquarters (N731/N00EP) for a period of 3 years.



Table 5-1

MSC DRILL GUIDELINES

	QI (NOSC) Notification (Conducted as Part of all Other Drills)	Onboard Emergency Procedures	Spill Management Team Tabletop Drill	Equipment Deployment
Participating Elements	Vessel Personnel, NOSC	Vessel Personnel	Spill Management Team (SMT)	SUPSALV
Initiating Authority	Master	Master	E-CAT, Individual FICs and NOSCs	SUPSALV
Frequency	Monthly	Monthly, if operating conditions permit.	Annually	Annually. Equipment deployment drills are conducted by SUPSALV.
Certification	Self	Self	Self	SUPSALV
Evaluation	Self	Self	Self	SUPSALV
Credit	<p>1) Credit for an actual spill response.</p> <p>2) Credit if conducting routine business or in conjunction with other drills, provided that the objectives of the drill are met and documented.</p>	<p>1) Credit for an actual spill response.</p> <p>2) Credit if conducted in conjunction with other drills, provided that the objectives of the drill are met and documented.</p>	<p>1) Credit for an actual spill response.</p> <p>2) Credit if conducted in conjunction with other drills, provided that the objectives of the drill are met and documented.</p>	<p>1) Credit for an actual spill response.</p> <p>2) Credit if conducted in conjunction with other drills, provided that the objectives of the drill are met and documented. Equipment deployed for other drills may be credited cumulatively (i.e., if 600' of boom is deployed at one drill, and the additional 400' required is deployed at another drill).</p>
	The drills may be conducted separately, or may be combined to satisfy drill requirements.			
Records	Retain for 3 years. Drills conducted onboard vessels documented as logbook entry in Deck Log.			



#### **5-4 Contingency Planning**

a. Spill contingency planning requirements are addressed in the Shipboard Oil and Hazardous Substances Spill Contingency Plan (SOHSCP) or Shipboard Oil Pollution Emergency Plan (SOPEP) provided to each ship as references (f) or (g). The plan contains procedures for reporting, containment, control, recovery and disposal of spills; information on protective clothing, spill clean-up materials, sources for information on oil and hazardous substances, and telephone numbers of fleet and shoreside NOSC's.

b. MSC relies on the OHS spill response organization established by the Navy. The NOSC will respond for spills involving MSC vessels and MARAD vessels under MSC OPCON.

c. Vessels under time or voyage charters to MSC are NOT public vessels and are required to comply with all international, Federal, and state pollution prevention and control regulations, and shall observe their respective vessel response plans in the event of OHS incidents. Response to any OHS incident from these vessels is the vessel owner's or operator's responsibility, as defined in the charter agreement for the vessel.

#### **5-5 Spill Reporting Procedures**

a. Reports must be made by the ship whenever an incident involves:

(1) A discharge, or potential discharge, resulting from damage to the ship or its equipment, or for the purpose of securing the safety of the ship or saving life at sea; or

(2) A discharge in excess of the quantity or instantaneous rate permitted under the present conventions (33 CFR 151.10 states oily water separator discharge must not exceed 100 ppm of oil when operating more than 12 nm from nearest land or 15 ppm when within 12 nm of land).

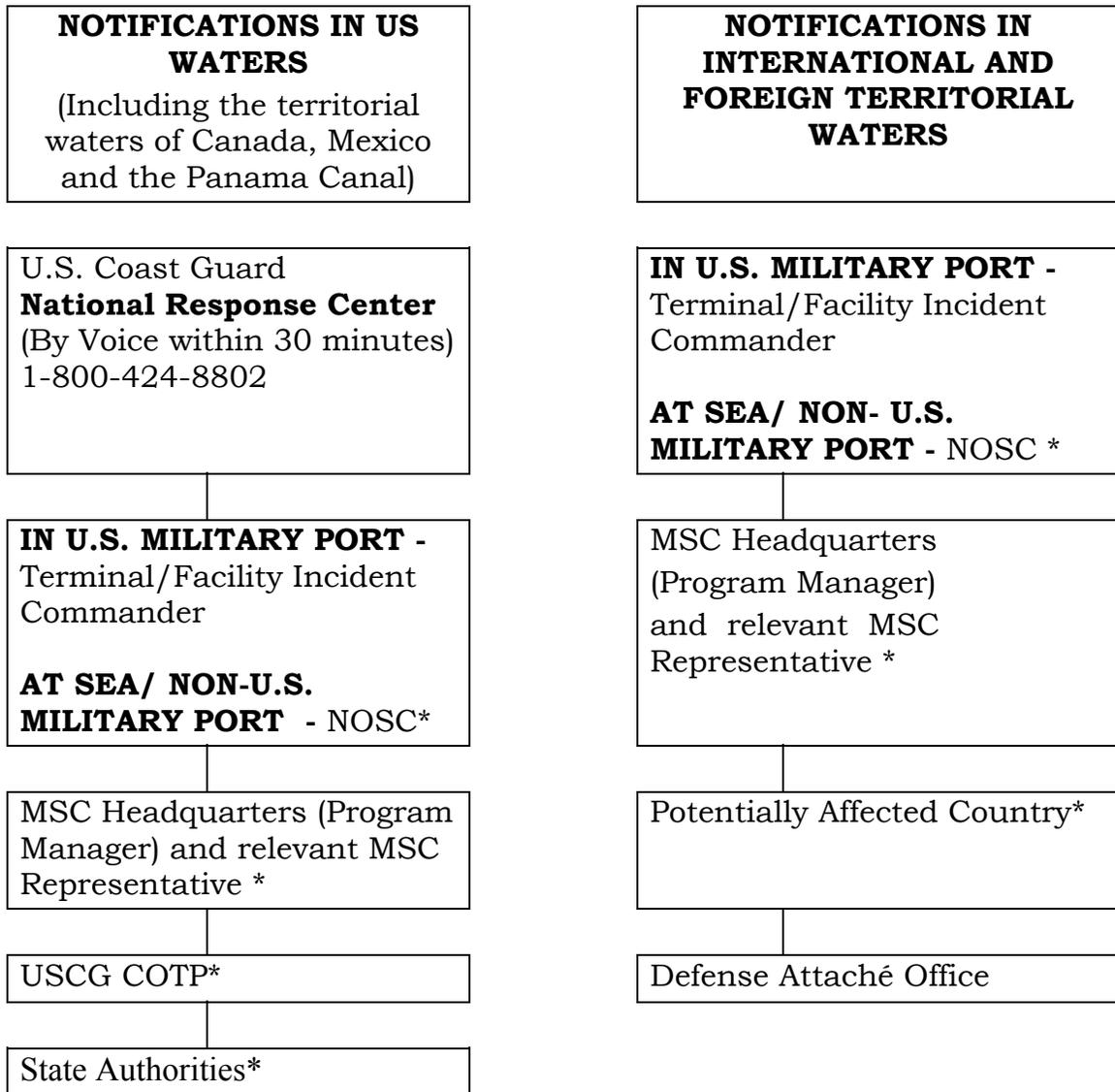
b. The requirement to report applies even when no actual spill has occurred, but there is a probability that one could. Probable discharge reports should, for example, be made in cases of:

(1) Damage, failure, or breakdown that affects the safety of the ship, such as a collision, grounding, fire, explosion, or structural failure; or

(2) Failure or breakdown of machinery or equipment that results in impairment of safe navigation, such as failure or breakdown of steering gear, propulsion plant, or electrical generating systems.

c. All reporting requirements also apply for spills from other vessels.

**OHS SPILL NOTIFICATION CHART**



\*See contact lists in references (f) and (g).

24 May 2004

d. Reporting Requirements (*contact information is provided in references (f) and (g)*)

(1) The Telephone Log provided in references (f) and (g) shall be used for tracking purposes.

(2) Reporting requirements in U.S. waters (including Alaska, Hawaii, Puerto Rico, and the U.S. Virgin Islands) as well as the territorial waters of Canada, Mexico, and the Panama Canal):

- Immediate voice communications within 30 minutes to:
  - National Response Center (NRC) at 800-424-8802.
- Notification by voice or message to:
  - Terminal/Port Authority/Facility Incident Commander (FIC) if in U.S. military port
  - Navy On Scene Commander (NOSC) if at sea or in non-U.S. military port
  - MSC Headquarters (Program Manager) and relevant MSC representative
  - U.S. Coast Guard Captain of the Port (COTP)
  - State Authority, if applicable
- Message reports:
  - Spill Report (Report Symbol OPNAV 5090-2 for oil spills, OPNAV 5090-3 for hazardous substance spills). (*Report formats in references (f) and (g).*)
  - If required, OPREP-3 or Unit SITREP message (see 5-5e below and reference (b)).

(3) Reporting requirements in international waters:

- Immediate voice communications to:
  - Terminal/ Port Authority/ Facility Incident Commander (FIC) if in U.S. military port.
  - Navy On Scene Coordinator (NOSC) if at sea or in non- U.S. military port.

- Notification by voice or message:
  - MSC Headquarters (Program Manager) and relevant MSC representative.
  - Potentially affected country.
- Message reports:
  - Informational message to U.S. Defense Attache (USDAO).
  - Spill Report (Report Symbol OPNAV 5090-2 for oil spills, OPNAV 5090-3 for hazardous substance spills). (*Report formats in references (f) and (g).*)
  - If required, OPREP-3 or Unit SITREP message (see 5-5e below and reference (b)).

e. Additional reports which may be required based on the spill:

(1) Unit SITREP. Unit SITREP reports provide the CNO and COMSC with timely, concise information on which to base a response to any significant incident that has occurred or is in progress. A Unit SITREP report should be submitted for any incident for which follow-up support is deemed appropriate. Refer to reference (b) for additional details.

(2) OPREP-3 Special Incident Reports. Environmentally catastrophic spills (worldwide) that may result in significant media interest or geopolitical implications shall be reported immediately to the cognizant NOSC by voice communication and confirmed via message using the OPREP-3 format which provides immediate notification of the event to the highest levels of military command authorities. OPREP-3 report categories may be either OPREP-3 NAVY BLUE or OPREP-3 PINNACLE.

(a) OPREP-3 NAVY BLUE. The OPREP-3 NAVY BLUE will be used to report serious spills which are of high level Navy but not necessarily of wide interest outside the Navy. The report will provide CNO and other naval commanders with immediate notification of incidents of military, political, or press interest.

(b) OPREP-3 PINNACLE. The OPREP-3 PINNACLE report shall be used to report disastrous spills which are of national interest (e.g., the 1989 Prince William Sound spill). This report provides the National Command Authorities and cognizant naval commanders with immediate notification of any incident or event where national (vice high level Navy) interest is indicated.

24 May 2004

(c) OPREP-3 Reporting Procedures. The initial voice report shall be assigned FLASH precedence and shall be submitted no later than 5 minutes after knowledge of the incident. Ships at sea should report via the most rapid means available including the appropriate FLTSEVOCOM if so equipped.

(1) The voice report shall be followed within 20 minutes of the incident by an initial IMMEDIATE (for NAVY BLUE) or FLASH (for PINNACLE) record message.

(2) All follow-up amplifying voice and record messages will normally be IMMEDIATE or lower precedence. The message should provide a clear idea of the problem and actions taken. For example:

**RMKS/APPROXIMATELY 15,000 GALLONS DFM SPILLED INTO RIVER FROM USNS NEVERSPILL (T-A0 66) DUE TO OVERFLOW OF SURGE TANK DURING REFUELING. SPILL MOSTLY CONTAINED WITHIN OIL BOOM. SOME OIL DRIFTING DOWN RIVER. LARGE SLICK. USING OIL SPILL CONTAINMENT KIT TO COLLECT OIL ON DECK. USN/USCG OIL SPILL RESPONSE TEAM ENROUTE TO ASSIST IN CLEANUP. NRC, MSO HAMPTON ROADS, NOSC NOTIFIED.//**

(3) MSC ships under the OPCON of a Fleet Commander will submit the initial voice report to the Fleet Command Center (FCC).

(4) MSC ships not assigned to a FLTCOM will report to the CNO at the National Command Center (NCC) at (703) 695-0231/ DSN (312) 225-0231. All vessels chartered through PM5 should also inform U.S. Transportation Command (USTRANSCOM) at (618) 229-3821/3899.

(5) Ships unable to reach either the FCC or the NCC will call the National Military Command Center (NMCC) at (703) 697-6340/ DSN (312) 227-6340.

f. MSC Headquarters and the Area Commanders will receive a copy of all spill reports made by MSC ships. If the report is an OPREP-3 report, indicating a serious spill, the MSC Headquarters Command Duty Officer (CDO) will notify the members of MSC's Environmental Command Assistance Team and the following personnel:

- (1) Commander, Military Sealift Command
- (2) Fleet Commander, as applicable
- (3) Commander, USTRANSCOM (for vessels conducting USTRANSCOM business)

- (4) Area Commander, Military Sealift Command
- (5) Appropriate Program Manager
- (6) U.S. Coast Guard National Response Center (for spills in U.S. waters). This is in addition to the notification provided by the vessel.



**APPENDIX A**

**AFLOAT ENVIRONMENTAL PROGRAMS SELF AUDIT CHECKLIST**

The following checklist was developed to help ships conduct annual self-evaluations of their environmental compliance. Ships should perform self-evaluations annually and retain records onboard for 3 years.

Indicate by an **X**, the answer to each of the questions below. If a question is not applicable, indicate by **NA** in the **YES** box. Explain any **NO** responses in the space provided at the end of the checklist or on additional sheets. Attach copies of any information that you consider useful in supporting this evaluation.

The applicable references(s) are provided adjacent to the question.

Date of this evaluation \_\_\_\_\_ Date of last evaluation \_\_\_\_\_

	YES	NO
<b>General</b>		
1. Have any external inspectors been granted access to the ship for an inspection related to environmental issues since the last MRE/SMART inspection? If yes, have reports or correspondence relating to the inspection/survey been retained? External inspectors include representatives from Customs, U.S. Coast Guard, American Bureau of Shipping (ABS), etc. Ref: COMSCINST 5090.1C, 3-1a3		
a. Did the external inspectors present appropriate credentials?		
b. If the inspectors expressed an interest in liquid discharges (other than in MSD or OWS effluent) from the ship, has the port engineer and EP shoreside staff been informed of that interest?		
c. If a "Notice of Violation," "USCG 835," or other official discrepancy was issued by the inspectors, were the port engineer and EP shoreside staff notified?		
d. Has the "Notice of Violation," "USCG 835" or other official discrepancy been corrected?		
2. Have requests for environmental inspections by representatives of a foreign country been refused and proper notifications made? Ref: COMSCINST 5090.1C, 3-1a4		
3. Has the ship completed an annual environmental program self-evaluation for compliance of procedures, practices and training? Ref: COMSCINST 5090.1C, 2-4a6, 3-2a		
a. Was this checklist used to assist in the performance of this evaluation?		
b. Were any discrepancies noted?		
c. Have all discrepancies been corrected? If not, what steps are being taken to correct the discrepancies?		
4. When operating in foreign territorial waters or when visiting foreign ports, does the ship abide by environmental provisions contained in port visit clearances and/or in Status of Forces Agreements (SOFA)? Ref: COMSCINST 5090.1C, 3-4b		
5. Is the MSC EP Policy Statement prominently displayed on the bridge and in the engineering control room of the vessel? Ref: COMSCINST 5090.1C, 1-2a		
<b>Afloat Environmental Program Coordinator (AEPC)</b>		
1. Has the Master appointed an AEPC? Is this individual the Second Mate Cargo or other crewmember equivalent in knowledge and authority? Ref: COMSCINST 5090.1C, 2-4a4, 2-4b		
a. Does this person have the requisite knowledge to perform his assigned duties?		
b. Is the individual maintaining environmental instructions, manuals and guide, specifically: COMSCINST 5090.1C 5090.2A 5090.3B 5090.4A 5090.5A or 5090.6 OPNAVINST 5090.1B CH2?		
c. Is the individual advising the Master on environmental issues as necessary?		

## COMSCINST 5090.1C

24 May 2004

	YES	NO
2. Has the AEPC received appropriate training through the Afloat EP Coordinator's Course (A-4J-0021) or the AEPC interactive courseware before assignment or within 30 days of assignment? Ref: COMSCINST 5090.1C, 2-4a4		
<b>Pollution Prevention Training Afloat (refer to Table 4-1)</b>		
1. Have all MSC employees presently onboard, received general and command-specific environmental awareness training commensurate with the employee's position in the command to ensure that they fully understand the EP responsibilities of MSC, as well as their roles in the proper execution of those responsibilities? Ref: COMSCINST 5090.1C, 4-1a		
a. Is EP awareness training for the crew being held annually?		
2. Are personnel who operate or maintain sewage and graywater disposal or transfer equipment trained on the proper procedures for sewage and graywater disposal, including hookup and transfer of sewage or graywater to shore facilities and at sea discharge restrictions? Ref: OPNAVINST 5090.1B CH4, 19-3.4		
3. Are personnel whose watch or task duties may result in air pollution (e.g., Boilermen, users of volatile solvents) trained on the proper use of material and operations to minimize the release of pollutants? Ref: OPNAVINST 5090.1B CH4, 19-4.3.3		
4. Have the AC&R technicians who perform maintenance on air conditioning and refrigeration equipment received proper certification on handling, recovery and recycling ozone depleting substances (ODS)? Ref: COMSCINST 5090.1C, 4-14b; COMSCINST 5090.3B, 6-b; OPNAVINST 5090.1B CH4, 19-4.3.3		
5. Are personnel who operate or maintain waste oil and oily water holding, processing, disposal or transfer equipment trained on the proper procedures for oily waste disposal, including hookup and transfer of waste oil and oily waste to shore facilities and at sea discharge restrictions? Ref: COMSCINST 5090.1C, 4-5c; OPNAVINST 5090.1B CH4, 19-5.5		
6. Are personnel who handle, store and dispose of HM trained on proper procedures? Ref: OPNAVINST 5100.19D, B3; COMSCINST 4110.1B, 6-d		
7. Are personnel responsible for handling ship's garbage trained on the discharge restrictions applicable to the waste category? Ref: COMSCINST 5090.2A, 7b; OPNAVINST 5090.1B CH4, 19-7.4		
<b>Shipboard Drills</b>		
1. Does the ship perform a monthly Emergency Procedures Drill? Ref: COMSCINST 5090.1C, 5-2a; COMSCINST 5090.3B		
2. Does the ship perform a monthly Qualified Individual/ NOSC notification drill? Ref: COMSCINST 5090.1C, 5-2a; COMSCINST 5090.3B		
3. Does the ship perform an annual NOSC notification drill during non-business hours? Ref: COMSCINST 5090.1C, 5-2a; COMSCINST 5090.3B		
4. Does the ship perform an annual Unannounced Drill? Ref: COMSCINST 5090.1C, 5-2a; COMSCINST 5090.3B		
5. Are all drills documented appropriately and maintained on board for 3 years? Ref: COMSCINST 5090.1C, 5-2b; COMSCINST 5090.3B		
<b>Sewage/Graywater</b>		
1. Is the MSD in proper working order? Ref: COMSCINST 5090.1C, 4-3d		
2. Does MSD space contain warning placards and operational procedures indicating: Ref: COMSCINST 5090.1C, 4-3d; 33 CFR 159.59		
(1) Spill and leak cleanup procedures?		
(2) Personnel cleanup procedures?		
(3) Prohibition on smoking, drinking and eating in space?		
(4) Procedures for handling and storage of MSD chemicals?		
(5) Schedule for adding chemicals?		
(6) Presence of toxic or flammable fumes in the tank? (For Type III MSD/ CHT)		
3. Are instructions posted to ensure personnel properly operate MSDs to prevent the overboard discharge of untreated or inadequately treated sewage or any waste derived from sewage within 0-3 nm of the U.S. shore? Ref: COMSCINST 5090.1C, 4-3d2		

	YES	NO
4. Does the vessel have the capability to collect graywater? If so, is Graywater collected and treated through a MSD within 3 NM of land? Ref: COMSCINST 5090.1C, 4-3e		
5. Are the manufacturer's instructions for installation, operation and maintenance available for each MSD? Ref: 33 CFR 159.57; COMSCINST 5090.1C, 4-3d4		
<b>Air Pollution</b>		
1. Is the ship implementing operations and maintenance procedures to comply with state and local regulations limiting the opacity of smoke? Ref: COMSCINST 5090.1C, 4-4a; OPNAVINST 5090.1B CH4, 19-4.3.2		
2. Does the ship minimize operation of boilers and diesel engines by using shore services whenever operational requirements permit? Ref: COMSCINST 5090.1C, 4-4b; OPNAVINST 5090.1B CH4, 19-4.3.2		
3. Does the ship use only approved solvents, paints, fuels, lubricants and chemicals onboard? Ref: COMSCINST 5090.1C, 4-4c; OPNAVINST 5090.1B CH4, 19-4.3.2		
<b>OIL MANAGEMENT PROGRAMS</b>		
1. Does the ship maintain Oil Record Book(s)? Ref: COMSCINST 5090.1C, 4-9a; 33 CFR 151.25		
a. Does the Oil Record Book demonstrate that the ship is compliant with oil discharge restrictions?		
<b>Oil and Oily Waste</b>		
1. Does the ship report the occurrence of a sheen or oil spill in accordance with the MSC Oil Spill Response Plan? Ref: COMSCINST 5090.1C, 5-5a		
2. Does the ship have a "Non-convention" International Oil Pollution Prevention (IOPP) certificate issued by ABS on behalf of the USCG? Ref: COMSCINST 5090.1C, 2-1b4		
3. Is the vessel equipped with USCG-certified Oily Water Separators (OWS) and Oil Content Monitors (OCM)? Ref: COMSCINST 5090.1C, 4-5g; 46 CFR 162-050.11		
a. Is the equipment in proper working order and properly calibrated?		
b. Are bilgewater discharges limited to 15 ppm oil?		
c. Is the engineroom OWS/OCM marked with information as required in section 4-5g of this instruction?		
4. Is Waste Oil retained onboard for shore disposal? Ref: COMSCINST 5090.1C, 4-5e and 4-5g; OPNAVINST 5090.1B CH4, 19-5.4.4		
5. Is discharge of Oily Waste through the OWS and OCM less than 15 ppm of oil? Ref: COMSCINST 5090.1C, 4-5g; OPNAVINST 5090.1B CH4, 19-5.4.2		
6. Is oil contamination of bilge water minimized? Ref: COMSCINST 5090.1C, 4-5d; OPNAVINST 5090.1B CH4, 19-5.4.4		
7. Does the ship refrain from use of emulsifying bilge cleaners? Ref: COMSCINST 5090.1C, 4-5d; OPNAVINST 5090.1B CH4, 19-5.4.4		
8. Is the monitor and control system for Oil Slops marked with the information required by section 4-5g of this instruction? Ref: 46 CFR 162.050-11; COMSCINST 5090.1C, 4-5g		
<b>Used Oil Management Policy</b>		
1. Does the ship collect, separately store and label used lube oils for shoreside reclamation? Ref: COMSCINST 5090.1C, 4-5h1		
2. Is Lube Oil prohibited from being discharged into the bilges, oily water holding or waste oil tanks? Ref: COMSCINST 5090.1C, 4-5h2; OPNAVINST 5090.1B CH4, 19-5.4.4		
<b>Oil Transfer</b>		
1. Does the ship have written procedures with clearly defined responsibilities for the following oil transfer operations? Ref: 46 CFR 35.35; 33 CFR 151.10; COMSCINST 5090.1C, 4-5i		
a. Topping Off Tanks		
b. Communication between Persons Conducting Transfer		
c. Emergency Shut-Down		
d. Spill Notification		

COMSCINST 5090.1C

24 May 2004

	YES	NO
e. Cargo Slops Disposal		
2. Are all personnel involved in oil transfer operations familiar with these procedures? Ref: COMSCINST 5090.1C, 4-5c; OPNAVINST 5090.1B CH4, 19-5.5		
3. Is a Person in Charge designated in writing for oil transfer and cargo slops disposal? Ref: COMSCINST 5090.1C, 4-5i		
4. Are written and legible oil transfer procedures permanently posted or available where they can be easily seen by crewmembers when engaged in transfer operations? Ref: COMSCINST 5090.1C, 4-5i3		
5. Do the procedures include all of the information required by this instruction? Ref: 33 CFR 155.650; COMSCINST 5090.1C, 4-5i		
<b>Hazardous Material</b>		
1. Has the ship discharged any Hazardous Material (HM) at sea not in accordance with OPNAVINST 5090.1B CH4 Appendix L? If so, what was the reason? Ref: COMSCINST 5090.1C, 4-6b; COMSCINST 5100.17C; OPNAVINST 5090.1B CH4, 19-6.4 and Appendix L		
2. Has the Master appointed in writing the HM Coordinator? Are they either the Supply Officer with vessels that have a Supply Officer or the Chief Mate/Second Mate on vessels without a Supply Officer? Ref: COMSCINST 5090.1C, 4-6d; COMSCINST 5100.17C; COMSCINST 4110.1B		
a. Does this crewmember have the requisite knowledge to perform the assigned duties?		
3. Is HM being transferred to shore facilities for proper disposal? Ref: COMSCINST 5090.1C, 4-6; COMSCINST 5100.17C; COMSCINST 4110.1B		
<b>Solid Waste</b>		
1. Does the ship have a waste (garbage) management plan? Ref: COMSCINST 5090.2A, 7a1		
2. Has the Master designated in writing a crewmember to carry out the Shipboard Garbage Management Plan? Does this person have the requisite knowledge to perform his assigned duties? Ref: COMSCINST 5090.2A, 7a1		
3. Does the ship maintain a garbage disposal log with all of the following information? - Type of disposal operation - Date & time operation took place - Name of port if operation was conducted in port - Latitude and longitude with ship's course, speed and start & stop times at sea - Approximate weight or volume - Description of garbage Ref: COMSCINST 5090.2A, 7a3		
4. Are placards showing garbage disposal restrictions as required in section 4-7 of this instruction posted? Ref: COMSCINST 5090.1C, 4-7b; Annex V MARPOL 73/78; 33 CFR 151.59		
5. Has training been provided to crewmembers to identify the different classes of waste and allowable disposal practices? Ref: COMSCINST 5090.2A, 7b; OPNAVINST 5090.1B CH4, 19-7		
6. Is Plastic Waste prohibited from being discharged at sea? Ref: COMSCINST 5090.1C, 4-7a; OPNAVINST 5090.1B CH4, 19-7.3.1		
7. Are containers for plastics transferred aboard stored for shore disposal lined with a pallet shroud and marked with 6 inch letters that read, "PLASTICS FOR DISPOSAL" and numbered? Ref: COMSCINST 5090.2A, 6d2		
8. Are containers for solid waste transferred aboard stored for shore disposal lined with a pallet shroud and marked with 6 inch letters that read, "SOLID WASTE FOR DISPOSAL" and numbered? Ref: COMSCINST 5090.2A 6d2		
9. Are trash receptacles clearly labeled with information alerting crewmembers of the importance of segregation and what items are to be placed in each receptacle (plastic, metal, glass, etc)? Ref: COMSCINST 5090.2A Enclosure 3		
<b>Medical Waste</b>		
1. Has training been provided to the crewmembers responsible for processing and disposing of shipboard medical waste? Ref: OPNAVINST 5090.1B CH4, 19-8.4; COMSCINST 5090.1C, 4-8		

	YES	NO
2. Is infectious medical waste (including needles, syringes, scalpels and other sharps) packaged correctly for ashore disposal? Ref: COMSCINST 5090.1C, 4-8a; COMSCINST 6000.1C; OPNAVINST 5090.1B CH4 19-8.3		
<b>Oil and Hazardous Substances (OHS) Spill and Reporting Procedures</b>		
1. Does the ship have a current Shipboard Oil and Hazardous Substance Contingency Plan (SOHSCP) or Shipboard Oil Pollution Emergency Plan (SOPEP)? Ref: COMSCINST 5090.1C, 2-1a9; COMSCINST 5090.5/COMSCINST 5090.6		
2. Does the ship have and maintain the appropriate OHS Spill Response Kit? Ref: COMSCINST 5090.1C, Appendix B; COMSCINST 5090.5/COMSCINST 5090.6		
3. Is the ship's Oil Spill/Hazardous Substance Notification List up-to-date? Ref: COMSCINST 5090.1C, 5-5; COMSCINST 5090.5/COMSCINST 5090.6		
4. Does the ship use the correct Oil Spill/Hazardous Substance Message Format (OPNAV 5090-2 for oil spills and OPNAV 5090-3 for hazardous substance spills)? Ref: COMSCINST 5090.1C, 5-5d; OPNAVINST 5090.1B CH4, 19-9.2.5, Appendix H and I; COMSCINST 5090.5A/COMSCINST 5090.6		
<b>Ballast Water and Anchor Sediment Control Policy</b>		
1. Does the ship routinely perform washdowns of the anchor and chain, ensuring anchors, chains, and appendages are thoroughly washed down with seawater when being retrieved to prevent onboard collection of sediment, mud and silt? Ref: COMSCINST 5090.1C, 4-10e; OPNAVINST 5090.1B CH4, 19-10.3		
2. Are chain lockers washed down outside of 12 miles from land to flush out sediment, mud and silt? Ref: COMSCINST 5090.1C, 4-10e; OPNAVINST 5090.1B CH4, 19-10.3		
3. When loading potential polluted ballast water, is water offloaded outside of 12 miles from shore? Is clean seawater taken on and discharged two times prior to entry within 12 miles of shore? Ref: COMSCINST 5090.1C, 4-10c; OPNAVINST 5090.1B CH4, 19-10.3		
4. Is the loading and flushing of the tanks entered into the ship's deck/cargo log? Ref: COMSCINST 5090.1C, 4-10d; OPNAVINST 5090.1B CH4, 19-10.3		
5. Do the log entries include the geographical position and the amount of ballast water taken on? Ref: COMSCINST 5090.1C, 4-10d; OPNAVINST 5090.1B CH4, 19-10.3		
<b>Marine Mammal Protection Policy</b>		
1. Are all personnel aware that marine mammals are protected from unpermitted "taking" under the Marine Mammal Act? Ref: COMSCINST 5090.1C, 4-11a		
2. Is the proper message format available to report whale strikes to CNO N45? Ref: COMSCINST 5090.1C, 4-11b; OPNAVINST 5090.1B CH4, 19-11.3.2		
3. Has there been any whale strike? Was it reported properly? Ref: COMSCINST 5090.1C, 4-11b; OPNAVINST 5090.1B CH4, 19-11.3.2		
4. Are all bridge personnel aware of the regulations concerning Northern Right Whales and does the ship maintain 500-yard distance from all Northern Right Whales? Ref: COMSCINST 5090.1C, 4-11c		
<b>Noise Policy</b>		
1. Does the ship restrict excessive noise to the maximum extent possible to normal daylight hours? Ref: COMSCINST 5090.1C, 4-13		
<b>Ozone Depleting Substances (ODS)</b>		
1. Does the ship record consumption data whenever refrigerant is added? Ref: COMSCINST 5090.3B, 7(c); COMSCINST 5090.1C, 4-14f		
2. Does the ship keep maintenance records on AC&R systems repairs and include the following information <ul style="list-style-type: none"> <li>◀ Technician(s) Performing Work,</li> <li>◀ Pounds of refrigerant removed, and</li> <li>◀ Pounds of refrigerant added?</li> </ul> Ref: OPNAVINST 5090.1B CH4, 19-4.3.2		
3. Does the ship maintain annual records on the equipment leakage rates for 3 years? Ref: OPNAVINST 5090.1B CH4, 19-4.3.2		
4. Are any portable Halon 1211 extinguishers being used onboard this vessel? Ref: COMSCINST 5090.3B, 6(c)3		
5. Does the ship procure mission critical ODS from the ODS Reserve (Stockpile)? Ref: COMSCINST 5090.3B, 6a2		



**APPENDIX B**

**OIL AND HAZARDOUS SUBSTANCES (OHS) SPILL RESPONSE KIT  
AEL C-5500-28001**

1. Explanation of Columns for OHS Spill Response Kit:

a. Item Name

b. COG Number

c. Stock Number

d. Column 1: quantities required for:

**T-ATF, T-AG, T-AGS, T-AGOS and T-ARC class ships**

e. Column 2: quantities required for:

**T-AOE, T-AO, T-AFS, T-AGM, T-AE, T-AK, T-AKR, T-AOT and T-AH class ships**

24 May 2004

**MSC OIL AND HAZARDOUS SUBSTANCES (OHS) SPILL RESPONSE KIT**

<b>Item Description</b>	<b>COG</b>	<b>Stock Number</b>	<b>Column 1</b>	<b>Column 2</b>
<b>Spill Containment Material</b>				
Sorbent Sweep (18" x 100' bale)	9G	4235-01-281-4608	8 ea	16 ea
Sorbent Sheet (18"x18" - 100 sheet/bale)	9G	4235-01-219-7414	1 be	2 be
Oil & Water Absorbent (20/bx) (Absorbent Pillow)	9Q	7930-01-353-6414	1 bx	1 bx
Sorbent Sox (15/bx)	9Q	7930-01-353-6415	1 bx	1 bx
Decontaminating Agent (15lb/cn)	9G	6850-01-230-8556	1 cn	2 cn
Steel Drum (30 gal)	9Z	8110-00-866-1728	2 ea	4 ea
Plastic Bags (100/bx)	9Q	8105-01-183-9764	2 bx	2 bx
Scrub Brush	9Q	7920-00-282-2470	12 ea	12 ea
Brush Handle	9Q	7920-00-141-5452	6 ea	12 ea
Rubber Dustpan	9Q	7920-00-616-0109	6 ea	12 ea
Squeegee	9Q	7920-00-224-8339	6 ea	12 ea
Tongs	9Q	7330-00-616-0998	3 ea	6 ea
Sealing Tape	9Q	7510-01-362-7043	1 ro	2 ro
<b>Personal Protective Equipment (PPE)</b>				
Disposable Coveralls, Large (6/cs) (Saranex Coated)	9D	8415-01-415-7450	1 cs	2 cs
Disposable Coveralls, Medium (6/cs) (Saranex Coated)	9D	8415-01-415-7451	1 cs	2 cs
Coveralls, Medium	9D	8415-00-601-0794	6 ea	12 ea
Coveralls, Large	9D	8415-00-601-0797	6 ea	12 ea
Toxicological Gloves	9D	8415-00-753-6553	3 pr	6 pr
Chemical & Oil Gloves (Sz 10)	9D	8415-01-013-7382	12 pr	24 pr
Surgeon's Gloves (50/pkg)	9L	6515-01-149-8841	1 pkg	2 pkg
Air Filtering Mask (20/bx) (Note 1)	9D	4240-01-429-2685 P/N 5450T12	1 bx	1 bx
Air Filtering Respirator (12/bx)	9Z	4240-01-300-9411	1 bx	1 bx
Air Filtering Respirator	9Z	4240-01-022-8501	6 ea	12 ea

**MSC OIL AND HAZARDOUS SUBSTANCES (OHS) SPILL RESPONSE KIT**

Item Name	COG	Stock Number	Column 1	Column 2
<b>Personal Protective Equipment (PPE) (Cont'd)</b>				
Air Filtering Respirator Cartridge, Organic Vapor/Acid (10/bx)	9Z	4240-01-103-8475	2 bx	4 bx
Air Filtering Respirator Cartridge, Dust, mist, fumes (10/bx)	9Z	4240-01-230-6894	2 pg	4 pg
Chemical Goggles	9Z	4240-00-190-6432	12 pr	24 pr
<b>Accessories</b>				
Accessories Storage Box	9C	2540-00-348-7792	2 ea	4 ea
Blue Litmus Paper (100/bx) (Note 2)	9L	6640-00-290-0146	1 bx	1 bx
Guide for Hazardous Material Incidents, Emergency Response Handbook	9Z	7610-01-350-5837	1 ea	1 ea
Non-Regulated Hazardous Material (Spill Residue) Label	1H	MSC 4400/5 (10/97)	1 pkg	1 pkg
PCB Identification Label (Note 3)	1H	NAVSEA 5090/3 1L 0116-LF-008-6500	1 pkg	1 pkg
Tending Line, 1/4 in diameter (50 ft) (Note 4)	9Q	4020-00-968-1350	2 rl	2 rl
Snap Hook (Note 4)	9Z	5340-00-275-4584	8 ea	16 ea
<b>Notes/Remarks</b>				
Note 1: The air mask is designed for use in non-oil contaminated atmospheres and must meet NIOSH N95 standards. The masks can be open purchased.				
Note 2: Litmus Paper not stocked in wholesale system, must procure locally.				
Note 3: Requisition from NAVICP-Phila.				
Note 4: 2 50 ft Tending Lines will be fabricated by ship's force using snap hooks and tending line. A snap hook will be attached to each end of the tending line for use in guiding sorbent sweep when used over the side.				