Develop, Update, and Maintain Environmental Management Plans

1) Air Emissions Reduction Plan
    (1) Identify locations and types of all air sources.
    (2) Inventory an air emission source to include identifying all specifications.
    (3) Identify air sources that have potential of reduction.
    (4) Develop air source reduction plan.
    (5) Conduct follow-up on air emission reduction plan.
    (6) Update air source reduction plan.

2) Hazardous Waste (HW) Management Plan.
    (1) Identify all HW generators.
    (2) Identify all HW streams by generator.
    (3) Develop plan to manage the HW generated.
    (4) Review and comment on an environmental management plan.
    (5) Update an environmental management plan.

3) Potable water system master plan.
    (1) Review potable water system master plan.
    (2) Update potable water system master plan.

4) Emergency Drinking Water Contingency Plan
    (1) Review drinking water requirements.
    (2) Identify scenarios that could cause drinking water disruption.
    (3) Develop emergency drinking water contingency plan.
    (4) Review existing drinking water contingency plan.
    (5) Update an existing drinking water contingency plan.

5) Total coliform bacteria monitoring plan.
    (1) Review drinking water system, monitoring requirements and identify potential areas of concern.
    (2) Identify a sampling methodology describing reasons for it.
    (3) Develop a sampling plan (write the plan).

6) Slug Prevention Plan
    (1) Review all sites where potentially a hazardous substance can enter into a water resource.
    (2) Identify all sites on a spreadsheet with impacts should a hazardous substance enter a water resource.
    (3) Develop a site specific slug prevention plan.
    (4) Take all site specific slug prevention plans and incorporate into one large installation Slug prevention plan.

7) Waste Analysis Plan
    (1) Identify all locations/activities that generate waste.
    (2) Review all waste that is generated at a particular location.
    (3) Develop a profile at each site by sampling the waste and determine hazardous constituents.
    (4) Develop a site specific waste analysis plan having profiled the specific site.
    (5) Develop an overall waste analysis plan from site specific plans.

8) Hazardous Waste Storage Area Closure Plan
    (1) Review an existing or to be established hazardous waste storage area to determine what wastes will be generated.
    (2) Conduct soil sampling analysis around the area where a hazardous storage area is located or will be located to determine background levels.
    (3) Develop a site specific hazardous waste storage area closure plan.

9) Installation Spill Contingency Plan to contain and clean up spills and releases of Hazardous Waste
    (1) Develop listing of all locations that could potentially spill a hazardous waste.
    (2) Review a location where hazardous waste is generated and accumulated and identify impacts should a spill occur.
    (3) Develop a site specific spill contingency plan to contain and clean up a spill.
    (4) Incorporate all site specific spill contingency plans into one installation spill contingency plan.

10) Solid Waste Landfill Closure Plan
    (1) Review the land area where the landfill is located and determine monitoring well placement.
    (2) Interview anyone available who knows what could have been disposed in the landfill and identify potential hazards that could leach from the landfill.
    (3) Find and review all disposal documents available.
    (4) Prepare a Solid Waste Landfill Closure Plan.

11) Facility Spill Plans
    (1) Identify facilities that store or have processes that could potentially cause a spill.
    (2) Develop a site specific facility spill plan.

12) Pest Management Plans
    (1) Identify all pesticides in use.
    (2) Identify all facilities that either store or mix pesticides.
    (3) Identify all pests that need to be controlled.
    (4) Develop a process to ensure all pesticides are reported on the pesticide usage report.
    (5) Compile pesticide usage reports.
    (6) Develop a pest management plan.

13) Integrated Cultural Resources Management Plan (to include historic and archeological sites)
    (1) Inventory all potentially culturally sensitive sites.
    (2) Inventory all facilities greater than 50 yrs old.
    (3) Identify all facilities that have significant historical value or where a significant event had taken place.
    (4) Inventory all known archeological locations and locations where there may be archeological significance.
    (5) Survey an archeological site developing recommendations for managing the site .
    (6) Develop recommendations for each site identified as historically or culturally significant such as how it should be managed and maintained.
    (7) Develop an installation integrated cultural resources management plan incorporating all existing studies, surveys, recommendations, inventories, etc..

14) Integrated Natural Resources Management Plan (INRMP)
    (1) Inventory all natural resource sites identifying areas of potential concern indicating known threatened, endangered, and protected species in the area and current measures in place to protect the natural resources in the area.
    (2) Survey a particular site to identify threatened, endangered, and protected species where habitat is present.
    (3) Survey a specific species to determine the population of that species within a particular site.
    (4) Develop a species protective plan for a particular species.
    (5) Survey a site for a known invasive species to determine population for a particular species.
    (6) Develop an invasive species elimination plan for a particular species.
    (7) Develop an invasive species management plan for known invasive species and known population numbers at specific sites.
    (8) Develop an installation integrated natural resources management plan incorporating all existing studies, surveys, recommendations, inventories, etc..
    (9) Finalize the INRMP by coordinating it through all personnel involved to include appropriate resource agencies such a Fish and Wildlife Service (FWS) and local Department of Agriculture Wildlife Resources (DAWR).

15) Asbestos Management Plan
    (1) Conduct an asbestos survey within a particular area within a facility and document results.
    (2) Conduct an asbestos survey within a particular facility/building and document results.
    (3) Develop an asbestos abatement plan within a particular area within a facility.
    (4) Develop an asbestos abatement plan for a particular facility/building.
    (5) Develop an asbestos management plan for a particular facility/building.
    (6) Develop an installation asbestos management plan after all facilities/buildings have been surveyed.
    (7) Review an existing asbestos management plan and provide comments for updating.
    (8) Add a facility to an existing Asbestos management plan.
    (9) Update an existing asbestos management plan.

16) Spill Prevention, Control, Countermeasures, Reporting, and Response Plan
    (1) Identify all areas that store any type of hazardous materials to include above ground storage tanks and hazardous materials storage sites.
    (2) Survey a particular storage area identifying what is being stored in the specific area, how much is being stored, containment requirements/capability, and potential impacts to the environment should containment fail.
    (3) Develop site specific response procedures for a particular area that has been identified as storing particular hazardous materials.
    (4) Develop site specific reporting procedures for a particular hazardous material storage site.
    (5) Review an existing plan and provide comments for updating.
    (6) Having all information needed, add an additional site to an existing plan.
    (7) Update an existing plan having all information needed.

17) Underground Storage Tank (UST) Management Plan
    (1) Survey a known UST site identifying/verifying tank size, contents, usage, and whether it is compliant with fire code and environmental laws and regulations.
    (2) Develop an inventory of all USTs that contains all information about a particular UST as determined from a survey.
    (3) Develop a UST management plan that incorporates all surveys and inventories that have been accomplished on existing USTs.
    (4) Review an existing plan.
    (5) Add a UST to an existing plan.
    (6) Update an existing plan having all information needed.

18) Solid Waste Management Plan
    (1) Identify all areas that generate solid waste and amounts that are generated.
    (2) Identify items that can be segregated from the solid waste stream to ensure recycling is achieved to the maximum extent possible.
    (3) Survey all collection points and monitor to ensure collection points are achieving maximum usage.
    (4) Develop Solid Waste Management Plan with all known data.
    (5) Review an existing solid waste management plan and provide comments for improvement.
    (6) Add a collection point to an existing plan.
    (7) Having all updated information, update existing solid waste management plan.

19) Installation Environmental Protection Plan
    (1) A 3 to 5 page plan that can be put into an instruction format that will bring environmental awareness and involvement among a community to ensure a proactive environmental program.

20) Wastewater Spill Response Plan
    (1) A general 5 to 10 page spill response plan that can be put into an instruction format that will outline reporting procedures, proactive maintenance that will prevent wastewater spills, primarily sewage spills, cleanup action/requirements, and assign roles and responsibilities.
    (2) Develop a flow chart for overall spill response.

21) Oil and Hazardous Substance (OHS) Spill Response Plan (Includes Reporting)
    (1) A general 5 to 10 page spill response plan that can be put into an instruction format that will outline reporting procedures, proactive preventative measures to prevent OHS spills, cleanup action/requirements, and assign roles and responsibilities.
    (2) Develop a flow chart for overall spill response.

22) Underground Storage Tank Closure Plan
    (1) A 1 to 10 page plan that will involve surveying the site where tank will be closed or taken out of service to get all detailed information about the tank, determine number of sampling points, recommend type of closure and reasons for it such as closed in place or removal.