



UNITED STATES MARINE CORPS

MARINE CORPS AIR STATION IWAKUNI, JAPAN
PSC 561 BOX 1861
FPO AP 96310-0019

IN REPLY REFER TO:

5090

7ENV

From: Commanding Officer, Marine Corps Air Station Iwakuni
To: Distribution List

Subj: LETTER OF INSTRUCTION FOR THE MCAS IWAKUNI SOLID WASTE SEPARATION FOR OPERATIONAL/MAINTENANCE (O&M) AND ADMINISTRATIVE BUILDING.

Ref: (a) EO 13693
(b) DODI 4715.5
(c) MCO 5090.2A
(d) JEGS 2016

Encl: (1) MCAS Iwakuni Separation Guidance
(2) Bldg. listing

1. Situation. MCASI is projected to double its tenants by the end of 2017. Starting January 1, 2017 MCAS Iwakuni (MCASI) will be separating all solid waste for Operations and Maintenance (O&M), and Administrative facilities to reduce the costs of the Installation Solid Waste Contract and to aggressively seek to achieving the EO 13963 mandated 50% diversion rate of solid waste.

2. Mission

a. All O&M and administrative buildings aboard the installation shall separate their solid waste to meet the requirements in Ref A thru D that promote pollution prevention and eliminate waste by minimizing general waste and pollutants through source reduction. Per ref (a) it is required to divert 50% of non-hazardous solid waste from landfills to other sources by reusing, reducing and recycling. Separation of solid waste aboard the installation will also ensure the following;

1. Solid waste is collected in a timely manner ensuring the installation stays in a high state of cleanliness at all times.

2. Cost reduction of the solid waste contract by reducing the amount of labor the contractor spends segregating trash.

3. Divert recyclable material from the solid waste contract to the Qualified Recycling Program (QRP) which will reduce or

minimize the amount of funds spent on solid waste disposal costs and generate funds for the installation QRP.

4. To satisfy the requirements of references (a) and (d).

3. Execution. All O&M and administrative buildings will separate solid waste in the following seven categories

- 1) Combustibles
- 2) Plastics
- 3) PET/PETE bottle*
- 4) Cans*
- 5) Glass bottles
- 6) Paper*
- 7) Cardboard*

* Items can be dropped off at the 24/7 Recycling Center drop off point located at bldg. 7725.

a. Collection requirements

1. Each category is required to be in a separate bag.
2. Only clear bags are authorized for proper collection.
3. Management and upkeep of the trash enclosure is the responsibility of the owning trash enclosure organization.
4. Any mismanagement of the trash enclosure (e.g. improperly separated trash or unauthorized items) may result in suspension of services and/or reimbursement of extra services rendered by the SW contractor due to non-compliance of this LOI.

b. Unauthorized items at trash enclosures

1. Vehicle parts: privately owned vehicle (POV) maintenance aboard the installation is only authorized at approved POV maintenance shops (e.g. Typhoon Motors or MCCS Auto Hobby Shop). MCCS has the only avenue aboard the installation to dispose of POV waste.
2. Hazardous Material: Per the Hazardous Waste Management Plan (HWMP) all HM shall be turned into the HAZMIN Center and all hazardous waste shall be turned into the Hazardous Waste Storage Area.

c. Bulky Items (any item that does not fit into a trash container)

1. Will only be collected on Tuesday and Friday on non-inclement weather days.

* All unserviceable/unwanted government property shall to be transferred to Defense Reutilization and Marketing Office (DRMO), Defense Logistics Agency (DLA) Bldg. 299 (via DD Form 1348)

d. Wood Waste

1. Wood waste (pallets and scrap wood) is to be turned over to an approved waste wood collection site. Wood Waste shall be returned to the supply issue point. (i.e. If your organization received its pallets/wood from DMO Freight that wood waste is to be returned to DMO Freight).

- MAG-12 Supply (bldg. 6250)
- MAL5-12 Supply (bldg. 6300)
- MWSS-171 Supply (bldg. 128)
- CLC-36 Supply (bldg. 246)
- Port Supply (bldg. 3400)
- AIMD Supply (bldg. 6100)
- DMO Freight (bldg. 1710)

e. Electronic Waste (E-waste)

1. E-waste can be turned over to the installation Recycling center at bldg. 7725.
 - Drop off of E-waste will only be accepted during normal working hours (Mon-Fri 0800-1600) by appointments only (253-3039)

* All unserviceable/unwanted government property is to be transferred to DRMO Bldg. 299 (via DD Form 1348)

4. Administration and Logistics.

a. Environmental Director. Responsible for the overall coordination and oversight responsibilities managing solid waste separation.

b. COs/OICs and Department Heads/Special Staff Assistants. Although environmental awareness and compliance are everyday responsibilities, direct, specific, and timely involvement of COs/OICs and Department heads/special staff assistants are essential in promoting and executing solid waste separation within the respective organizations.

5. Command and Signal

The Environment Facilities Department at building 100 manages the Solid Waste Program. The POC for solid waste issues is the Environmental Solid Waste Program Manager at 253-5084