

ATTACHMENT

A

ATTACHMENT A

West Virginia Army National Guard
Construction and Facilities Management Office
GENERAL ENVIRONMENTAL SPECIFICATIONS and CONDITIONS
For Work Performed under Contract

1.100 ENVIRONMENTAL PROTECTION

1.101. GENERAL

1.101.1. Environmental Management System (eMS) - The West Virginia Army National Guard (WVARNG) is required under Executive Order (EO) 13423, "Strengthening Federal Environmental, Energy, and Transportation Management" to have an environmental management system (eMS) conformant with International Standards Organization (ISO) 14001. All employees, to include contractors, are required to be made aware of our eMS and their environmental responsibilities in performing work for the WVARNG.

1.101.1.2. The Adjutant General has issued an Environmental Policy letter that is included in this Section as Tab Env-A for general awareness and information.

1.101.1.2.1. The Contractor is required to inform all onsite workers of the content of the Policy Letter and post a copy of it on a jobsite bulletin board, viewable to all personnel onsite.

1.101.1.3. The Contractor is required to familiarize their employees, and any subcontractors, of the contents of these environmental specifications and conditions.

1.101.1.3.1. The Contractor will submit a copy of the Environmental Awareness Certification included in the Section as Tab Env-B to the Owner.

1.101.2. All work shall be performed in a manner minimizing pollution of air, water and land as required.

1.101.3. For the duration of this project, and where allowed by regulatory agencies, the Contractor will be listed on all environmental permit applications as co-permittee along with the Owner and sign pertinent permit applications and modifications accordingly. For all environmental permits where the Contractor is listed as co-permittee with the Owner, the Contractor shall be and shall be listed on the permits as the primary responsible party.

1.101.3.1 The Contractor is responsible for any required fees for permit applications, permits, permit extensions, and/or modifications there to.

1.101.4. For the duration of this project, the Contractor is liable for all environmental violations and any resultant penalties, including remedial work, fines, fees, etc., resulting from a lack of maintenance of the permit requirements, non-performance of contractual obligations, or failure to operate in accordance with all local, state and federal environmental laws, regulations, ordinances, and/or permits.

1.101.4.1. If remedial work, a fine, and/or fee from an environmental regulatory agency is required or levied as a result of Contractor's lack of maintenance of the permit requirements, non-performance of contractual obligations, or failure to operate in accordance with all local, state and federal environmental laws, regulations, ordinances, and/or permits, the Contractor shall perform the remedial work at its expense and pay the fine and/or fee directly to the environmental regulatory agency within the time limit prescribed by the agency. The Contractor must provide the Owner documentation from the environmental regulatory agency that the remedial work, if any, has been

West Virginia Army National Guard
Construction and Facilities Management Office
GENERAL ENVIRONMENTAL SPECIFICATIONS and CONDITIONS
For Work Performed under Contract

completed and the fines and/or fees have been paid and that the site is back in compliance. The Owner reserves the right to withhold payment from future Applications for Pay, specifically out of the General Conditions or other relevant line item, until the remedial work, if any, has been completed and any fines and/or fees have been paid. If the Contractor does not perform the required remedial work at its expense and pay the fines and/or fees directly to the environmental regulatory agency within the time limit prescribed by the agency and the Owner has to perform the remedial work, pay fines and/or fees to the environmental regulatory agency, the Owner shall seek reimbursement from the Contractor by any means, including submitting a Deductive Construction Change Directive. The amount of the Deductive Construction Change Directive shall be the total cost, including both direct and indirect costs, incurred by the Owner to complete the remedial work and pay the fines and/or fees. The Owner also reserves its rights to pursue any of its Contractual remedies, including but not limited to, filing a claim against the Contractor's Performance Bond and/or Terminating the Contract for Cause.

1.101.5. For the duration of the project, the Contractor is required to report to the Owner any and all visits to the construction site from representatives of any local, state or federal environmental regulatory agency.

1.101.5.1. The initial report will be by telephone to the Agency Project Manager assigned to the project immediately upon receipt of notification of a regulatory agency visit or after presentation of credentials to the Contractor by a regulatory representative. The Contractor will include in the initial report: Name of the regulator representative/s; Agency represented; and Purpose of the visit.

1.101.5.2. Immediately after departure of the regulator representative/s from the site, or as soon after as practicable, the Contractor will forward a written report to the Owner that details the regulator's visit. This report will include: Name/s of the representative/s, Agency represented; Details of any and all comments, observations, issues, concerns and/or noted deficiencies communicated to the Contractor during the visit. Copies of any notices or inspection documents issued by the regulator/s to the Contractor during or at the conclusion of the visit will be attached to the written follow-up report. Written reports will be faxed / emailed to the Agency Project Manager as soon as practicable.

1.102. AIR QUALITY

1.102.1. Dust and Particulate Control - Transporting materials to or from the site shall be accomplished in a manner preventing materials or particles from becoming airborne. Earthen materials shall be wetted or otherwise protected. Gravel, sand and concrete shall be contained within vehicles to prevent spillage. Tarpaulins must be fastened over loads before entering surrounding streets. Removal of any materials dropped or blown off vehicles shall be the responsibility of the Contractor.

1.102.2. Open Burning - Title 45, Section 6 of the WV Code generally prohibits open burning of wastes and materials. There are stated exceptions contained in the regulation. The exception granted for open burning of vegetation (e.g., leaves, branches, and other vegetative matter) from land clearing and grubbing operations is allowed so long as it doesn't create a public nuisance and if it is not prohibited by local ordinances. The exception is allowed when a practical alternative disposal method is not possible. Pit burners should be used whenever practical and may be required in non-rural areas.

West Virginia Army National Guard
Construction and Facilities Management Office
GENERAL ENVIRONMENTAL SPECIFICATIONS and CONDITIONS
For Work Performed under Contract

1.102.2.1. Materials that are *illegal* to open burn include:

- 1.102.2.1.1. Household trash
- 1.102.2.1.2. Asphalt, rubber, or plastic
- 1.102.2.1.3. Asbestos-containing materials including building materials
- 1.102.2.1.4. Insulation from copper wire
- 1.102.2.1.5. Waste paints, waste oil, or solvents

1.102.2.2. Guidelines for burning vegetation

- 1.102.2.2.1. Must be thoroughly dried at least 10 days
- 1.102.2.2.2. No trunks, limbs or stumps over eight inches in diameter (before splitting)
- 1.102.2.2.3. Conducted during daylight hours
- 1.102.2.2.4. Size piles to burn out before dark
- 1.102.2.2.5. Fires must be completely extinguished and not allowed to smolder at night
- 1.102.2.2.6. All fires must be surrounded by minimum 10-foot clearing to prevent escape to potential combustible materials
- 1.102.2.2.7. Fires will never be unattended
- 1.102.2.2.8. Shovels and a water source will available nearby

1.102.2.3. Prior approval must be obtained by the Contractor from the appropriate regional office of the WVDEP's Division of Air Quality (WVDAQ). Additionally, if the open burning is to be performed during the state forest fire season (1 March - 31 May and 1 October - 31 December of any year), a commercial burning permit must be obtained from the WV Division of Forestry (WVDOF) and approval obtained from the WVDAQ. The Contractor shall be responsible for regulatory notification and acquiring any required permits. A WVDAQ Permit Application is included in the Section as Tab Env-C. WVDAQ and WVDOF Regional Office information is included as Tab Env-D.

1.102.2.4. If the Contractor operates in violation of the WV open burning law (45 CSR 6), a refusal to comply may result in a Notice of Violation and/or a fine of up to \$10,000.00 a day from WVDAQ.

1.102.3. Permitted Installed Equipment - It shall be the responsibility of the Owner to apply for a WVDAQ permit or permits for Contractor installed equipment and/or systems that will require a stationary source air quality permit to operate. **WVDAQ prohibits permittable equipment from being brought onsite until the permit is issued.** The Contractor must coordinate purchase and delivery of said equipment with the Owner and vendor contingent on the permit issuance. Examples of equipment where this may apply are: natural gas / propane fired boilers, combustors, commercial dryers, furnaces, paint booths, paint drying ovens, back-up generators and similar systems; also any diesel powered emergency / back-up generators, aboveground fuel systems or similar stationary equipment.

1.103. WATER QUALITY

1.103.1. Construction Stormwater – General Information - The WV National Pollution Discharge Elimination System (NPDES) Stormwater Program requires operators of construction sites one acre or larger (including smaller sites that are part of a larger common plan of development) to obtain authorization to discharge stormwater under an NPDES construction stormwater (CSW) permit.

1.103.1.1. Construction Stormwater General Permit - The WV Department of Environmental Protection (WVDEP) has developed and issued a General WV/NPDES Water Pollution Control

West Virginia Army National Guard
Construction and Facilities Management Office
GENERAL ENVIRONMENTAL SPECIFICATIONS and CONDITIONS
For Work Performed under Contract

Permit to regulate sediment laden stormwater flowing into the waters of the State from discharges associated with construction activities.

1.103.1.1.1. Responsibility to Obtain Permit - The WVDEP defines the "Owner" as the "entity with day-to-day oversight of the project and who is supplying the capital to finance the project. **The Owner is responsible for obtaining and complying with the permit**".

1.103.1.1.1.1. The Contractor will provide all signage is installed as required by WVDEP for permits under this Section per Tab Env-E – Construction Stormwater Permit Signage; and properly install said signage before mobilizing to the site.

1.103.1.1.2. Operator Defined – With respect to construction stormwater, the WVDEP defines an operator of a construction site as "the person (or persons) responsible for obtaining coverage under an NPDES storm water permit for construction activity, and complying with the permit requirements. An operator is the person or persons that meet **either** of the following criteria:

1.103.1.1.2.1. Has operational control of construction project plans and specifications, including the ability to make modifications to those plans and specifications; or

1.103.1.1.2.2. Has day-to-day operational control of those activities at a project which are necessary to ensure compliance with a storm water pollution prevention plan (SWPPP) for the site or other permit conditions (e.g., they are authorized to direct workers at a site to carry out activities required by the SWPPP or comply with other permit conditions).

1.103.1.1.3. Contractor to be co-permittee – **Owner considers the Contractor to be the Permit Operator as defined in Part 1.103.1.1.2.2. and requires the Contractor to be listed on the CSW permit as a co-permittee.** Accordingly, the Contractor will submit a letter on firm letterhead to the Owner requesting a modification to the CSW permit adding the Contractor as co-permittee along with a check for any modification fee. The Owner will inform the Contractor of the amount of said fee in advance of letter submittal. The Owner will then prepare a request for modification of the issued CSW permit to WVDEP. Upon WVDEP approval of the modification, the Owner will notify the Contractor and provide pertinent documents. TAB Env-F is the template for the co-permittee request letter to the Owner.

1.103.1.1.3.1. The Owner will furnish the Contractor a CSW Permit document package consisting of, at a minimum, a copy of the issued permit and any modifications applied for and received by the Owner; the site Stormwater Pollution and Prevention Plan (SWPPP) and a site Groundwater Protection Plan (GPP) template.

1.103.1.1.3.1.1. The site SWPPP outlines WVDEP permitted stormwater controls and measures to be used onsite to control stormwater discharges during and after construction operations.

1.103.1.1.3.1.2. The Contractor will use the Owner provided GPP template to complete a relevant GPP for the site that includes, at a minimum, the following areas:

1.103.1.1.3.1.2.1. Equipment maintenance yards, including fueling and refueling areas, and product / material storage facilities;

West Virginia Army National Guard
Construction and Facilities Management Office
GENERAL ENVIRONMENTAL SPECIFICATIONS and CONDITIONS
For Work Performed under Contract

1.103.1.1.3.1.2.2. Project site groundwater protection measures, equipment, facilities, and their maintenance.

1.103.1.1.3.1.3. The Contractor is required to maintain an up-to-date copy of the GPP onsite and make it available to WVDEP upon demand.

1.103.1.1.4. During the period that the CSW Permit Modification is being processed by WVDEP, the Contractor may proceed with construction events and activities that do not involve groundbreaking or earthmoving.

1.103.1.1.4.1. If the Contractor elects to delay starting construction activities and events until the CSW permit modification is issued by WVDEP, the Owner will not approve any claims for delay or extensions of time.

1.103.1.1.5. Before earth moving or groundbreaking operations commence, the Contractor will install all erosion and sedimentation controls in vicinity of all excavations and ground disturbance IAW the issued CSW permit to prevent untreated sediment laden water from entering waters of the state.

1.103.1.1.5.1. Said controls will be maintained until a disturbed area is stabilized. At a minimum, all erosion controls on the site are to be inspected at least once every seven (7) calendar days and within 24 hours after any storm event of greater than 0.5 inches of rain per 24 hour period.

1.103.1.1.5.2. Except as noted in paragraph 1.103.1.1.5.4 below, stabilization measures shall be initiated as soon as practicable in portions of the site where construction activities have temporarily or permanently ceased, but in no case more than seven (7) days after the construction activity in that portion of the site has temporarily or permanently ceased.

1.103.1.1.5.3. Where the initiation of stabilization measures by the 7th day after construction activities temporary or permanently ceases is precluded by snow cover, stabilization measures shall be initiated as soon as conditions allow.

1.103.1.1.5.4. Where construction activity will resume on a portion of the site within 21 days from when activities cease (e.g., the total time period that construction activity is temporarily halted is less than 21 days), then stabilization measures do not have to be initiated on that portion of the site by the 7th day after construction activities have temporarily ceased.

1.103.1.1.6. The original CSW permit application includes a determination of a project's disturbed area to be the total of all disturbed areas directly related to construction of the entire project. This includes the disturbance related to installation of utilities, construction of sediment control structures, building of roads and other infrastructure. It does not include any offsite waste and borrow areas the Contractor may want to use.

1.103.1.1.6.1. Offsite waste and borrow sites for the project are required to be included in the total disturbance unless the borrow sites are commercial quarries and regulated by the Bureau of Mining and Reclamation.

1.103.1.1.6.2. The Contractor shall request a modification to the CSW permit for any offsite waste and borrow sites for the project that the Contractor wishes to utilize and are not included in the CSW

West Virginia Army National Guard
Construction and Facilities Management Office
GENERAL ENVIRONMENTAL SPECIFICATIONS and CONDITIONS
For Work Performed under Contract

permit issued to the Contractor by the Owner. The Contractor shall furnish pertinent borrow and/or waste site information to the Owner along with the modification request.

1.103.1.1.6.3. The Contractor shall not utilize any offsite waste and borrow sites for the project until the modification to add said sites to the CSW permit is approved by WVDEP.

1.103.1.1.7. When the construction activity extends past the expiration date of the General CSW Permit, the Owner shall submit a request to WVDEP to extend the permit expiration date.

1.103.1.1.8. When the construction activity is completed and all disturbed areas are stabilized, the Owner will submit a Notice of Termination (NOT) to WVDEP in order to end coverage under the General Permit.

1.103.1.1.8.1. WVDEP will inspect the site for CSW permit compliance before granting the Notice of Termination.

1.103.2. Water Polluting Activities. The following construction related activities are water polluting and are prohibited:

1.103.2.1. Introduction of fuels, oils, bitumen, acids or other harmful materials into stream beds, lakes, drainage ways, sanitary and storm sewers, etc.

1.103.2.2. Surface drainage from the construction site containing harmful amounts of sediment. Sediment laden drainage shall be prevented from draining onto adjacent areas by grading and other control methods.

1.103.2.3. Flushing of concrete trucks onsite, unless at a designated location approved for this purpose is issued in writing by the Owner to the Contractor.

1.103.2.4. Onsite disposal of excess mortar, plaster or drywall materials. Water utilized for plastering or drywall equipment shall be disposed of in accordance with the instructions of the Owner, and under no circumstances shall water be disposed of in areas which are planted or scheduled to be planted.

1.103.3. Dredge and Fill Operations and Wetlands Protection

1.103.3.1. Some projects may involve construction in or near bodies of water or wetlands.

1.103.3.2. Activities of this type require the Owner to apply for and receive specialized permits from various agencies having jurisdiction before said activities can commence.

1.103.3.2.1. Section 404, Clean Water Act (CWA) permits are required for dredge and fill operations and activities affecting wetlands regulated by the US Army Corps of Engineers (USACE).

1.103.3.2.2. Bridge construction on navigable waterways requires permits issued by the US Coast Guard (USCG).

West Virginia Army National Guard
Construction and Facilities Management Office
GENERAL ENVIRONMENTAL SPECIFICATIONS and CONDITIONS
For Work Performed under Contract

1.103.3.2.3. Section 401, CWA Water Quality Certification is required for each permit or license issued by a federal agency to ensure that proposed projects will not violate WV water quality standards or stream designated uses.

1.103.3.2.3.1. The Owner must receive WVDEP Section 401 Water Quality Certification in advance of receiving a permit from the Army Corps of Engineer District.

1.103.3.2.3.2. WVDEP Division of Water Resources is authorized to issue Certification under Section 401 CWA.

1.103.3.2.3.3. WVDEP may grant, grant with conditions, waive, or deny Section 401 Water Quality Certification.

1.103.3.2.3.4. The decision to issue certification is based on project compliance with West Virginia Water Quality Standards.

1.103.3.2.3.5. Field support for the Section 401 program is provided by the Division of Natural Resources' Wildlife Resources Section.

1.103.3.3. Activities disturbing a stream bed require the Owner to apply for a Right of Entry permit issued by WVDNR Office of Lands and Streams.

1.103.4. Wastewater Issues

1.103.4.1. The Owner retains responsibility for submitting wastewater permit applications in the following situations where permits are required for operating the facility upon completion of construction:

1.103.4.1.1. Industrial discharge pretreatment permit applications to servicing Public Owned Treatment Works (POTW) or Public Service Districts (PSD).

1.103.4.1.2. NPDES permit applications to WVDEP for any point source industrial wastewater discharges to waters of the State related to operating the completed project.

1.103.4.1.3. Domestic waste (sanitary) discharges to servicing Public Owned Treatment Works (POTW) or Public Service Districts (PSD).

1.103.4.1.4. Any discharges to sinkholes (requires an Injection Well Permit).

1.103.4.1.5. The Contractor shall not make any connections of new sanitary and / or industrial wastewater systems to existing municipal systems without requisite permits being issued to the Owner.

1.103.4.1.6. The Contractor shall not make any connections of new / or existing industrial wastewater systems to existing or new industrial discharge systems without requisite permits being issued to the Owner.

1.104. Hazardous Materials (HAZMAT) and Petroleum Management

West Virginia Army National Guard
Construction and Facilities Management Office
GENERAL ENVIRONMENTAL SPECIFICATIONS and CONDITIONS
For Work Performed under Contract

1.104.1. The Contractor will manage all hazardous materials and petroleum products brought onsite in accordance with the project Groundwater Protection Plan (GPP).

1.104.2. At a minimum, all HAZMAT and petroleum shall be stored and handled so as to minimize the likelihood of spills into the environment.

1.104.3. Such materials shall be stored onsite in a manner to protect against unauthorized access and vandalism.

1.104.4. Bulk petroleum products will be stored in secondary containment with containers locked during periods when the project is shutdown.

1.104.5. MSDS of all Contractor HAZMAT and petroleum products will be maintained at the project site and kept available for ready reference.

1.104.6. The Contractor is responsible for spill clean-up of HAZMAT and / or petroleum on the project site and sites relating to the project site.

1.104.6.1. The Contractor must have personnel trained to respond to spills of HAZMAT and petroleum onsite during periods of construction activity.

1.104.6.2. The Contractor must maintain spill control and clean-up supplies adequate to respond to spills of the type and quantities of HAZMAT and petroleum stored and used on the project site.

1.104.6.3. If a spill occurs, the Contractor will:

1.104.6.3.1. Initiate immediate response to stop the spill at the source;

1.104.6.3.2. If unable to control the source, call the local 911 Center and request assistance. Notify the local Owner site personnel of the emergency.

1.104.6.3.3. Provide immediate notice to the following agencies as soon as the Contractor / employees / subcontractors have knowledge of the discharge:

1.104.6.3.3.1. National Response Center (NRC) (800-424-8802)

1.104.6.3.3.2. WVDEP Spill Hotline (800-642-3074)

1.104.6.3.3.3. Local Owner site personnel (if available)

1.104.6.3.3.4. WVARNG Environmental Protection Office (304-546-7410 / 304-561-6445)

1.104.6.3.3.5. WVARNG Joint Operations Center (304-561-6444 / 6496)

1.104.6.3.4. Within 7 calendar days of knowledge of the release, the Contractor will submit a written report to the NRC and the Owner that includes: a description of the release, date of the release, circumstances leading to the release, response actions to the release, and measures implemented to prevent the reoccurrence of such releases.

1.104.6.3.5. The Contractor is responsible for proper management and disposal of contaminated materials and supplies used in responding to the spill incident and clean-up of the spill site.

West Virginia Army National Guard
Construction and Facilities Management Office
GENERAL ENVIRONMENTAL SPECIFICATIONS and CONDITIONS
For Work Performed under Contract

1.105. WASTE DISPOSAL AND RECYCLING

1.105.1 Waste Management - All refuse, debris, construction waste, and/or other waste materials generated by any work under this contract performed on an Owner installation shall be handled, transported, stored, disposed and/or recycled, if appropriate, by the contractor and/or by his Sub-contractor at any time in accordance with all applicable Federal, state, or local laws, ordinances, regulations, court orders, or other types of rulings having the effect of the law.

1.105.1.1. All refuse, debris, construction waste and any other wastes generated on the project site or, as a result of the project, shall be legally disposed or recycled, if appropriate, offsite at the Contractor's expense.

1.105.1.2. Accumulations of refuse on the site will not be permitted.

1.105.1.3. All salvage property removed and not reinstalled under this contract shall be returned to the Owner as directed by the Owner Project Manager (OPM) or properly disposed/recycled (if appropriate) when directed by the OPM.

1.105.1.4. Non-hazardous solid waste should be diverted to local recycling programs, when and where available, if such diversion is less than or equal to the equivalent cost of landfill disposal or incineration.

1.105.1.5. Should the Owner be held liable for any neglect or improper actions by the Contractor or any sub-contractor regarding removal or disposal of any hazardous or non-hazardous waste, the contractor shall reimburse the Owner for all such liability.

1.106 ARCHEOLOGICAL, PALEONTOLOGICAL AND ENDANGERED SPECIES

1.106.1. Archeological / Paleontological Finds - If, during the performance of the contract, the Contractor encounters any archeological finds (evidence of human occupation) or paleontological finds (evidence of prehistoric plant or animal life), they are to be reported immediately to the Owner Project Manager.

1.106.1.1. Work in the suspect area will be suspended until investigated by qualified personnel.

1.106.1.2. The Contractor shall continue work in other areas without interruption.

1.106.2. Endangered Species Encounters - It is the Owner's intent not to locate projects near, or that will directly affect, any protected or endangered flora and / or fauna.

1.106.2.1. Any exceptions to this policy will be fully briefed to the Contractor.

1.106.2.2. If, during the performance of the contract, the Contractor encounters questionable flora and / or fauna in the construction zone and any construction activities may threaten endangered species or their habitats, the Contractor will notify the Owner Project Manager immediately.

1.106.2.3. Work in the suspect area will be suspended pending investigation by qualified personnel.

West Virginia Army National Guard
Construction and Facilities Management Office
GENERAL ENVIRONMENTAL SPECIFICATIONS and CONDITIONS
For Work Performed under Contract

1.106.2.4. The Contractor shall continue work in other areas without interruption.

1.107. UNEXPLODED ORDNANCE (UXO) AND MUNITIONS AND EXPLOSIVES OF CONCERN (MEC)

1.107.1 The Owner is obligated to inform the Contractor if the project site may now be or has been used for military training that may have included weapons firing ranges.

1.107.2 Certain weapons types such as mortars, artillery, and grenades and specialized military training such as demolitions can produce unexploded ordnance / munitions and explosives of concern (UXO/MEC) during range firing.

1.107.2.1. The terms UXO and MEC have the same meaning.

1.107.2.1. UXO/MEC are munitions that do not operate as intended, e.g., explode or detonate, and are commonly referred to as "duds".

1.107.2.1.1. Small arms ammunition (e.g., rifle, pistol, machine gun) does not produce UXO.

1.107.2.2. Some munitions for mortars and grenades are designed for training and firing on special short distance ranges. These are commonly referred to as training munitions.

1.107.2.2.1. Training munitions can contain a low explosive (black powder) charge in their fuzes that detonates upon contact with the ground or a target after firing/throwing/launching.

1.107.2.2.2. Training munitions may or may not be filled with an inert material (usually sand).

1.107.2.2.3. Training munitions do not have a high explosive fuze or filler that produces an explosion or shrapnel.

1.107.3. Unexploded Ordnance Incident Response Procedure

1.107.3.1. The Owner will furnish the Contractor with Standard Operating Procedures on sites where UXO/MEC may be present.

1.107.3.2. The Contractor will be responsible to ensure all employees and subcontractors entering the site are informed of the Owners UXO/MEC SOP.

1.107.3.3. If personnel believe they have found a UXO/MEC – REMEMBER THE 3 R's.

1.107.3.3.1. **RECOGNIZE** if the suspect item is a possible UXO. DO NOT TOUCH OR MOVE THE ITEM!

1.107.3.3.2. **RETREAT** to a safe distance **IMMEDIATELY** and close off the area to the public and unauthorized personnel to a minimum of 300 feet in all directions, if possible. NO personnel are authorized to go within 300 feet of the object until EOD, law enforcement Bomb Squad, or other trained personnel arrive and take control of the incident.

West Virginia Army National Guard
Construction and Facilities Management Office
GENERAL ENVIRONMENTAL SPECIFICATIONS and CONDITIONS
For Work Performed under Contract

1.107.3.3.3. **REPORT** the following information as per the furnished site UXO/MEC SOP.

1.107.3.3.3.1. **LOCATION**: location of the possible UXO and your safe area location.

1.107.3.3.3.2. **DESCRIPTION OF ITEM**: Give a general description of the item, if possible. Don't worry if you don't know the exact size or type of UXO. **DO NOT TOUCH OR MOVE THE ITEM!**

1.107.3.3.3.3. **THREATENED RESOURCES**: Report any equipment, facilities, or other assets that are threatened by the possible UXO.

1.107.3.3.3.4. **PROTECTIVE MEASURES TAKEN**: Describe any measures you have taken to protect personnel and equipment such as your 300 foot radius safe zone.

1.107.3.3.3.5. You must report your information to Post personnel at the furnished numbers.
DO NOT LEAVE YOUR REPORT AS A VOICEMAIL!

West Virginia Army National Guard
Construction and Facilities Management Office
GENERAL ENVIRONMENTAL SPECIFICATIONS and CONDITIONS
For Work Performed under Contract

TAB Env-A - TAG Environmental Policy Letter



STATE OF WEST VIRGINIA
OFFICE OF THE ADJUTANT GENERAL
1703 COONSKIN DRIVE
CHARLESTON, WEST VIRGINIA 25311-1085

James A. Hoyer
Major General, WVARNG
The Adjutant General
NGWV-TAG

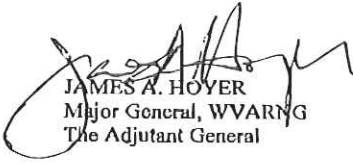
(304) 561-6317
DSN: 623-6317
FAX (304) 561-6327

MEMORANDUM FOR SEE DISTRIBUTION

NOV 04 2011

SUBJECT: Army National Guard Environmental Policy Statement

1. The West Virginia Army National Guard is a world class, professional, and mission ready volunteer force of "Citizen-Soldiers" with a long and distinguished history of selfless service to our state and nation. Our primary mission is to maintain and sustain forces that are highly trained, fully equipped, well disciplined and ready to respond to domestic emergencies and federal mobilization.
2. The West Virginia Army National Guard is committed to environmental stewardship and sustainability at all of our facilities and activities while meeting the demands of our mission.
3. The West Virginia Army National Guard is committed to sound environmental management by:
 - a. Complying with all relevant federal, state and local environmental laws and regulations, and other identified requirements and policies issued by the Command Environmental Quality Control Committee (EQCC);
 - b. Continuing to improve our pollution prevention and reduction strategies through the application of innovative processes, green technologies, and green procurement;
 - c. Acting as stewards of environmental protection by implementing sound, up-to-date procedures, practices and policies issued by the EQCC;
 - d. Enabling continual improvement through the development, attainment, and review of specific environmental protection objectives and targets;
 - e. Establishing a formalized educational process that assures our Soldiers, employees and contractors are informed of our environmental protection requirements, thereby enabling them to perform their individual and organizational responsibilities with environmental consideration;
 - f. Communicating our environmental management goals to our Soldiers, employees, and the public and working with interested groups;
 - g. Monitoring our environmental performance and reviewing it on a regular basis in keeping with ISO 14001:2004 standards.
4. The point of contact for this memorandum is Mr. Gary Blackhurst at 304-561-6445.


JAMES A. HOYER
Major General, WVARNG
The Adjutant General

DISTRIBUTION:
"A"

West Virginia Army National Guard
Construction and Facilities Management Office
GENERAL ENVIRONMENTAL SPECIFICATIONS and CONDITIONS
For Work Performed under Contract

B Env-B - Contractor Certification of Environmental Awareness Template

(Company Letterhead may be used)
(DATE)

Joint Force HQ, WVARNG
ATTN: Env Protection Office
1707 Coonskin Drive
Charleston, West Virginia 25311-1085

PROJECT:

LOCATION:

CERTIFICATION*:
The undersigned certifies that I have reviewed and will comply with the Environmental Protection Section of the Supplemental General Conditions of the Contract for the Project described above. I certify that all employees of this firm, to include sub-contractors, will be made aware of Section contents and requirements.

(Sign Here)

PRINT / TYPE NAME
TITLE
FIRM

CONTRACTOR ADDRESS:

*Owner or responsible officer of firm must sign this certification

West Virginia Army National Guard
Construction and Facilities Management Office
GENERAL ENVIRONMENTAL SPECIFICATIONS and CONDITIONS
For Work Performed under Contract

TAB Env-C – Open Burning Permit Application

- RESERVED -

West Virginia Army National Guard
Construction and Facilities Management Office
GENERAL ENVIRONMENTAL SPECIFICATIONS and CONDITIONS
For Work Performed under Contract

TAB Env-D – Agency Contacts for Open Burning Information and Permits

WV Department of Environmental Protection
Division of Air Quality
601 57th Street SE
Charleston, WV 25304

Charleston	(304) 926-0475
Fairmont	(304) 368-3910
Romney	(304) 822-7266
Wheeling	(304) 238-1220

West Virginia Department of Commerce
Division of Forestry
Gus R. Douglass Agricultural Center at Guthrie, Building 13
1900 Kanawha Blvd. E
Charleston, WV 25305-0180

Beckley	(304) 256-6775
Charleston	(304) 558-2788
Farmington	(304) 825-6983
French Creek	(304) 924-6266
Milton	(304) 743-6186
Parkersburg	(304) 420-4515
Romney	(304) 822-4512

West Virginia Army National Guard
Construction and Facilities Management Office
GENERAL ENVIRONMENTAL SPECIFICATIONS and CONDITIONS
For Work Performed under Contract

TAB Env-E – Construction Stormwater Permit Signage

Revised January 2009

PUBLIC NOTICE SIGN REQUIREMENTS

Section G.4.b.5 of the General Permit states that "Within 24 hours of filing an NOI (one to less than three acres) or a Site Registration Application (three acres or more) with Division of Water and Waste Management (DWWM), all projects shall display a sign for the duration of the construction project near the entrance of the project or, for linear projects, at a location near an active part of the project that is accessible by the public, which contains the following information using the template found in the instructions:

1. The registrant's name or the name of a contact person along with a telephone number;
2. A brief description of the project;
3. A statement indicating that the NOI or SWPPP as applicable has been filed with the DWWM;
4. The address and telephone number of the Owner where the NOI or SWPPP is maintained; and,
5. That any person may obtain a copy of the NOI or SWPPP by contacting the DWWM at (800) 654-5227.

The sign shall be a minimum of two feet by two feet and at least three feet above ground level, clearly visible and legible from a public roadway or right-of-way. If it is not feasible to display a sign at or near the project, the registrant, with prior approval from the DWWM, may post a notice containing the foregoing information at a local public building, including, but not limited to, a town hall or public library."

A template for the sign is as follows:

The top part of the sign, down to the words "Application Date" shall be worded and formatted as shown in the graphic.

Remaining text shall be filled in by the applicant (Date, Name of Registrant or Contact, Project Name, Project Description, and Applicant Phone number) in the size and format shown. High contrast colors must be used. The sign will be at least 24" x 24" with 1.6" and .8" letters.

<p>For Info on NPDES Stormwater Permit To comment on Sediment Control Plan: Call: 800-654-5227 or WVDEP.Plan@wv.gov WVDEP, 601 57th Street SE, Charleston WV 25304 Application date: XX/XX/XX Name of Registrant / Contact Project Name Project Description Registrant Tel. No. (xxx) xxx-xxxx</p>

West Virginia Army National Guard
Construction and Facilities Management Office
GENERAL ENVIRONMENTAL SPECIFICATIONS and CONDITIONS
For Work Performed under Contract