

## ENVIRONMENTAL GUIDELINES

- i. These guidelines outline activities that have demonstrated a greater need for environmental review on this installation.
- ii. Updates are available annually.
- iii. References: NEPA, 32CFR651, AR 200-2, AR 415-15, FD Reg. 350-4, Appendix O.

### 1. Use of Vehicles:

- a. Off Road Use: Use existing roads and trails to avoid unnecessary destruction of vegetation and soil erosion and to avoid leaving a "signature" visible to hostile aircraft.
- b. Stream crossings and fording activities are authorized **only** at hardened water crossing sites.
- c. Vehicle Washing:
  - 1) Wash all vehicles only at the Central Vehicle Wash Rack Facility. Clean water rinsing only, to remove dust. Steam cleaning of engines or undercarriages can be done in motor pools equipped with functional oil/water separators. **Soaps/Solvents shall not be used in any circumstance** as they emulsify oils and defeat the purpose of the oil/water separator.
  - 2) Vehicle washing in any open body of water (i.e., streams, ponds, lakes, and wetlands) is strictly prohibited.

### 2. Field Activities:

- a. Field Latrines:
  - 1) Units in training will use concrete vault field latrines.
  - 2) If field latrines are not accessible, portable latrines are available through PW Supply, 2-6047 or 2-5517.
  - 3) Pit latrines, trench latrines and catholes are strictly prohibited.
- b. Use of Water:

- 1) Laundry/Bath Points are located in the following training areas:
  - TA07C (VP 4875/7841);
  - TA13A (VP 5050/8550)(H);
  - TA09B (VP 5370/7954);
  - TA14G (VP 5505/8037)(H);
  - TA11B (VP 4667/8331);
  - TA17D (VP 5676/9938)(H);
  - TA18B (VP 6414/9593).

(H) = Hardened Shower Building

A Record of Environmental Consideration (REC) is required (See Section 10).

- 2) Water Purification Points are located at the laundry/bath points in TA07C, TA09B, and TA11B. These and additional locations are listed below. Other locations will be approved on a case-by-case basis, as they require a more stringent review. A REC is required for **all** water purification operations. IAW NY State regulation, any release of backwash and brine water on site is prohibited. Backwash and brine water will be disposed of at a designated drop-off point. Unit shall be prepared to contain and haul fluids for disposal. Locations approved for water purification/ROWPU operations are:

TA06B	VP 4410/7785	Black River
TA06C	VP 4473/7798	Black River
TA07C	VP 4878/7840	Warren Swamp
TA11B	VP 4667/8331	Black Creek
TA14B	VP 6025/8424	Quarry Pond
TA17A	VP 5310/9420	Indian River

- 3) Field Mess Operations are handled on a case-by-case basis and must have approval of the PW Environmental Division and DPTM Range Division (REC required).

- c. Communication Wire: Upon completion of training both cable and/or wire shall be removed completely prior to unit release/clearance and turned-in to DOL.

## PW Environmental Division

### SUBJECT: Fort Drum Environmental Guidelines

d. Barbed, Ribbon and Concertina Wire: Upon completion of training, all wire will be removed from the field and, if serviceable, turned-in to DOL Supply & Services, 2-5637 (Active Units only). Units that hand receipt wire from Division will return all serviceable wire to place of issue. Unserviceable Wire that cannot be reused shall be turned in to DRMO, 2-4592, bldg. T-1350, corner of Gasoline Alley and Third Street E. Wire will be clean of stakes and tags.

e. Camouflage

1) Absolutely **No** scrub brush, saplings, or trees will be cut under any circumstances without prior approval of the PW Environmental Division.

2) Requirements for trees/logs are handled on a case-by-case basis and must have approval of the PW Environmental Division and Range Division (REC required).

### 3. Hazardous/Toxic Materials:

a. Used Oil, Contaminated Fuel, Cleaning Solvents and debris from cleaning (i.e., cleaning rags, absorbent pads).

1) Used oil and contaminated fuel shall be disposed of only at designated storage tanks; no such fluids will be disposed of in the field. For used oil collection points and the contaminated fuel disposal point locations contact PW Environmental Division, 2-4154 for assistance.

2) Used oils are not to be mixed with other wastes such as fuel and/or cleaning solvents. Once chemicals are mixed together (even with water) they are no longer hazardous materials but are then treated as hazardous wastes.

3) If field activity prevents use of cleaning solvent equipment or used oil/contaminated fuel collection points, the used solvent & POLs shall be segregated and identified, stored in 5

gallon containers and returned to the motor pool or contact PW Environmental Division, 2-5708. Parts cleaning machines (solvent) are provided by contract, for the motor pools by PW and are not deployed as unit TO&E.

**Solvents shall not be discharged to ground water.**

b. Hazardous Materials/Waste Turn-In: Contact Hazardous Waste Manager (ext. 2-2678) at PW Environmental Division. **(Active units shall call Division Liaison at 2-2080)** for turn-in of:

- Acids
- Pesticides/Chemicals
- Asbestos
- PCBS
- Batteries
- Used POLS (contaminated)
- Paint/Thinners
- Unknowns
- Filter Elements
- Lead Dust
- Chemical Defense Equipment -
- Training Kits

c. Hazardous Waste Sites: Dumping Petroleum, Oil and Lubricant (POL) products or hazardous wastes along roads or in the field is a violation of Federal law. CID and the Federal Attorney's Office actively investigate such cases.

d. POL Refueling Points and Fuel Bladders:

1) All re-fueling operation locations (i.e., TPU's, fuel tanks, bladders, 5gal cans, etc.) require a Record of Environmental Consideration (REC).

2) Units shall have spill kits on site, to include: clear plastic bags, shovels and absorbent pads/materials) and are required to have spill kits and

**PW Environmental Division**  
**SUBJECT: Fort Drum Environmental Guidelines**

drip pans for each vehicle, generator, heater, etc., wherever there is POL.

3) Re-fueling points and fuel blivets shall be located **at least 150 meters** away from wells and surface waters of any type. These **operations will not be authorized in TA04** on account of potable water well field locations and high water table.

4) Pre-approved FARP sites are located in the following training areas:

TA05D VP 4450/8030 (100m R)  
TA06C VP 4530/7810 (100m R)  
TA07B VP 5134/7587 (100m R)  
TA07G VP 4930/7560 (100m R)  
TA14G VP 5530/8050 (100m R)  
TA15D VP 5250/8620 (100m R)  
TA17C VP 5652/9875 (100m R)  
TA17D VP 5681/9933 (100m R)  
TA18A VP 6030/9839 (100m R)

5) Ground storage for POLs (i.e., HEMMTs, fuel tanks, bladders, etc.) requires a polyethylene lined earthen berm large enough to contain 110% of all fluids or installation approved containment device (REC required). 5-gallon fuel cans also require secondary containment IAW GPM # 27 (REC required).

6) Tactical positions for all generators are approved on a case-by-case basis. Placing generators below ground surface is prohibited (i.e., will not be dug-in).

e. POL Spills:

1) **All spills are reportable no matter what size or volume.** Drips and weeps are considered a spill and shall be reported.

2) Any release is a spill (i.e., drips and weeps).

3) **All POL spills will be reported immediately** to DES Fire Department directly at extension 2-4131

or through DPTM Range Division, 2-7151.

4) Caller must provide POC, phone number, location of spill, substance spilled, and the amount. At the same time the spill is being reported, attempt to stop the spread of the spill with absorbent materials and shovels. Shovel the spilled substance and the immediate soil around it into clear plastic bags or drums and contact the PW Environmental Division (2-5708) for waste disposal location.

5) POL spills entering a water source will be reported **immediately** to the Fire Dept. (2-4131) directly or via Range Division, and PW Environmental Division.

**4. Solid Waste:**

a. Refuse is to be bagged in clear plastic bags and dropped into assigned dumpsters. \*Call 2-6445 for more information.

b. All recyclable items (paper, cardboard, glass, plastic, tin and aluminum, food grease) must be separated and brought to building T-1142 for processing. Hours of operation are Mon. - Fri., 0700-1500. A recycle trailer is located in front of building T-1142 and is available 24 hours day, seven days a week after normal duty hours. All containers must be rinsed clean and cardboard must be flattened.

c. Wood (raw and finished) is to be brought to the installation transfer point located on the cantonment in the vicinity of VP 3382/7821. Hours of operation: M-F, only; 0700 - 1500.

d. Metal - All metals are to be turned in to DRMO. Items must be clean/free of food and other contaminants. Unit must go through the Material Management Office, building T-4525. \*Call 2-4582 prior to turn-in.

## **PW Environmental Division**

### **SUBJECT: Fort Drum Environmental Guidelines**

e. For further guidance, call the PW Help-Line, at extension 2-5495.

#### **5. Cultural Resources:**

a. Federal Law mandates that all cultural resources eligible for listing on the National Register of Historic Places must be protected from damage. Cultural resources include, but are not limited to, historic buildings and structures, cemeteries, and historic and prehistoric archeological sites. Areas on Fort Drum containing National Register eligible cultural resources are marked with OFF LIMITS signs and/or Seibert Stakes, and shall be avoided.

b. Protected properties and their marked boundaries are surrounded by a 30-meter buffer. Within this area no excavation, demolition, or tracked/wheeled vehicle traffic will be allowed. Adverse effects to cultural resources by these or other destructive activities can result in violation of Federal Law and the necessity for costly mitigation measures. Federal Law prohibits Artifact/relic collecting on any cultural resource located on Fort Drum.

c. If accidental discovery of items that appear to be cultural remains (historic foundations, graves, historic or prehistoric artifacts, etc.) occurs during emplacement excavation or construction projects, all work shall cease within a 30-meter radius of the find. DPTM Range Division (2-7152) and PW Environmental Division (2-4165 or 2-5708) shall be contacted immediately.

#### **6. Wetlands:**

a. Training activities must be minimized in and around wetlands, streams, and other water bodies on Fort Drum.

b. Excavation or depositions of any fill material into wetlands, or the fording of streams, ponds, lakes, wetlands, etc.

may trigger jurisdictional action by the US Army Corps of Engineers Regulatory Branch.

c. Sensitive Wetlands and Mitigation project areas are marked with OFF LIMITS TO VEHICULAR TRAFFIC signs and/or Seibert Stakes, and should be avoided.

#### **7. Fish and Wildlife:**

a. It is illegal to pursue, shoot, hunt, kill, capture, or trap protected wildlife or engage in lesser acts that disturb or harass such animals including all hawks, owls, songbirds, and their nests.

b. It is illegal to hunt, trap, or take fish or wildlife except during the open season and during the hours permitted by law and regulation. Hunting, fishing, trapping, and related activities are regulated on Fort Drum by FD Reg. 420-3 and New York State Environmental Conservation Laws.

c. Feeding of wildlife is prohibited. For more information contact the PW Fish and Wildlife Management Office at ext. 2-9636 or 2-4999.

#### **8. Areas of Concern**

a. As noted in certain sections of this document, areas of concern are marked with OFF LIMITS signs and/or Seibert Stakes, and are to be avoided.

b. Areas of concern can include: cultural and archeological sites, wetlands areas and project sites, survey/monitoring station locations, and areas of suspected and known contamination.

#### **9. Record of Environmental Consideration (REC)**

a. Federal Law and Army Regulation require environmental documentation for all federal actions (e.g. military training, new technology/equipment testing, construction projects,

**PW Environmental Division**  
**SUBJECT: Fort Drum Environmental Guidelines**

and real property transactions). **All** training units are required to submit a REC for approval with a Project Name, Date and Duration, Proponent, and a detailed Description of Proposed Action (copy attached) to the PW Environmental Division, Fort Drum, NY, before their training activity can commence.

b. REC forms shall be filed with the PW Environmental Division a **minimum of 14 Business Days** (three weeks) prior to occupying or preparing the field for training. Larger training missions (i.e., Division and Brigade Levels) shall coordinate and submit REC forms thirty business days prior to training as part of the planning process.

c. Actions that propose restoration, repair, maintenance, enhancement, construction, demolition, fielding, research and development, etc. are required to be coordinated with the NEPA Office for environmental review a minimum of **90 calendar days prior** to expected start date of proposed action. The environmental review process may necessitate having PW personnel conduct site visits, natural resources surveys, cultural resource surveys, consultation with or submittal of permit applications to regulators, that may result in the requirement for additional information to be provided by the proponent.

d. When mission is underway a **24-Hour Notice** is required for approval of new and jump locations. Units must realize that their positions may be moved to accommodate short notice requests. Whenever any action or project is modified or changed the proponent is responsible to ensure the modification/change has been re-examined by PW Environmental Division for environmental compliance. It is highly recommended that Units request alternative locations on original REC

forms whenever possible. Unit is also asked to consolidate all actions for a training period onto one REC form (i.e., AT, Mountain Peak, etc.). Although REC forms may be submitted by FAX to begin review process, the original REC is required for approval and annotations. **REC forms, once approved, are to be retained with the unit in the field.**

Engineer and other support units are required to have a copy of the approved REC in hand prior to any project and/or support action. The unit receiving support is the proponent responsible for submitting the REC for review and approval. The REC form (**Fort Drum Form 541, 1 Nov 96**) is available online at:

<http://www.drum.army.mil/garrison/pw/NEPA.html> and by calling the PW Environmental Division at (315) 772-5110.

**10. Procedures for REC (Fort Drum Form 541, 1 Nov 96) Submission:** The following is the information necessary for submittal of a REC form:

a. Provide the project name and work order number and/or name of the action (e.g. Warrior Peak 08, Global Patriot East, EZ-00003-8J - Clean and Repair Oil Water Separators, PN 62576 - Critical Utility Infrastructure Upgrades, etc.).

b. Specify the date and duration of the proposed action beginning with the field preparation date and ending with the field closure date. All surveys that have potential to impact the project site are to be disclosed for environmental review prior to undertaking (e.g. boring samples, drilling of wells, other resources surveys, any excavation, etc.).

c. List the proponent: unit name, address, point of contact, and phone number.

**PW Environmental Division**  
**SUBJECT: Fort Drum Environmental Guidelines**

d. Describe the proposed action:

Detailed information papers are available on the PW NEPA web site: <http://www.drum.army.mil/garrison/pw/NEPA.html>.

1) Training Area, building or Natural Resources Management Unit (NRMU) and an **8-digit grid coordinate** is required for all static positions.

2) **Radial distance, in meters, from the center grid (no more than 300m R without additional grid).**

3) Level of activity: number of personnel, number and type of equipment, number and type of weaponry, etc.

4) Describe the type of activity:

(a) Mess/shower/laundry: include the number of gallons of gray water and the number of soakage pits requested (specify dimensions).

(b) Decontamination (DECON): All vehicles shall be washed at authorized wash rack prior to DECON activities. Use of **soaps/solvents or other chemicals is strictly prohibited**. Spraying of vehicle engines and undercarriages for any purpose is strictly prohibited. Include the water source, number/type of vehicles, and the number of gallons to be sprayed per day/mission.

(c) Water purification or treatment, etc.: number of gallons of water, chemicals used and at what concentration.

(d) Water crossing or bridging operations are prohibited unless all applicable Federal and State water/wetland permits are in hand. Coordination is therefore essential to assure permits are applied for, received and approved prior to the start of the action.

(e) Petroleum, Oils and Lubricants (POL): number of gallons on site, type of product and how stored (i.e., truck/tank/bladder, on or above the ground storage or fixed).

(f) Maintenance: specify the type/level of maintenance and detail the proposed activity (i.e., estimate gallons of waste fluids, storage methods, etc.). Locations for TM-10/20 and DS maintenance are approved on a case-by-case basis. Field spill kits are required (i.e., clear plastic bags, shovels, absorbent pads, etc.). Early coordination with the PW Environmental Division Compliance Branch is required for fluid collection and additional guidance.

(g) Excavation: type (i.e., borrow pit, grading, trenches, survivability positions: one-man, two-man, crew served, bunkers, tracked or wheeled vehicles, etc.) Provide dimensions, configurations, equipment required to accomplish task, supporting unit, preparation date, closure date, etc.

(h) Construction/Renovation: description of proposed action and purpose. This includes all contract, troop labor, self-help requests, Maintenance Repair Rehabilitation (MRR) projects, and Job Order Contract (JOC) projects, etc.

(i) Land Management actions on unimproved ground, that restore, maintain or enhance land under federal control, should be included in an annual work plan, and submitted for environmental review a minimum of 90 calendar days prior to proposed start date of the action. Prior to review of project, a detailed description of the action and a map of location, including an accurate footprint of the proposed action is required. Species lists are necessary if planting is to be a component of the action. Early coordination through the NEPA process is essential for these types of activities. The environmental review process may necessitate having PW personnel conduct site visits, natural resources

**PW Environmental Division**  
**SUBJECT: Fort Drum Environmental Guidelines**

surveys, cultural resource surveys, consultation with, site visits by or submitting permit applications to regulators, and may result in time delays, and the requirement for additional information to be provided by the proponent and the possibility that the level of NEPA documentation may need to be elevated. Actions on previously disturbed ground may also be included in an annual work plan but only require the normal 14-business day review.

(j) All other actions not defined above shall require consultation with the PW Environmental Division Natural Resources Branch NEPA Program to determine the appropriate course of action for NEPA compliance. Minimum of 90 calendar days prior to proposed action is required to initiate consultation process. It is required by regulation 32 CFR 651 for this office to be brought in at the concept phase of all proposed actions.

(k) Emergency Situations are handled on a case-by-case basis in such a way as to address concerns while attending to the situation at hand. Emergency situations are documented.

**11. Conclusion:**

a. The National Environmental Policy Act (NEPA) requires us to be stewards of our environment. We, as leaders, must assess our mission needs and identify potential impacts to the environment, identify alternatives, and choose those, which meet our goals and minimize environmental impacts. IAW AR 200-1 and AR 200-2 (32CFR651) we are directed to consider the environment, our mission needs, and how our actions today will effect our environment in the future.

b. Investigation by EPA of illegal activities occurring in the training areas

at Fort Drum has resulted in criminal charges, indictment, and conviction of Fort Drum personnel for violation of environmental laws. This is indicative of the seriousness and the consequences involved when non-compliance with environmental regulations is found. These laws apply to military and civilian personnel.

c. Environmental Briefings are scheduled throughout the year and are available upon request by contacting the NEPA Office at ext. 2-5110.

d. For further information on environmental concerns and environmentally sensitive areas of Fort Drum, contact:

ENVIRONMENTAL DIVISION  
ATTN: NEPA COORDINATOR  
PUBLIC WORKS  
85 FIRST STREET WEST  
FORT DRUM, NY 13602-5097

Call:

COMM: (315) 772-5110/6899/5708  
DSN: 772-5110/6899/5708  
FAX: (315) 772-5974

Email: ATTN NEPA Program

To both  
walker.heapiii@us.army.mil and  
cait.schadock@us.army.mil