



**DEPARTMENT OF THE NAVY**

COMMANDER  
NAVY REGION, MID-ATLANTIC  
1510 GILBERT ST.  
NORFOLK, VA 23511-2737

IN REPLY REFER TO:

COMNAVREGMIDLANTINST 6280.1A

PD S&L

**23 JAN 2006**

COMNAVREG MIDLANT INSTRUCTION 6280.1A

From: Commander, Navy Region, Mid-Atlantic

Subj: REGIONAL CONSOLIDATED HAZARDOUS MATERIAL REUTILIZATION AND INVENTORY MANAGEMENT PROGRAM (CHRIMP)

Ref: (a) OPNAVINST 5090.1B  
(b) NAVSUP PUB 722 (CHRIMP Manual)  
(c) 49 CFR 173  
(d) 29 CFR 1910.1200  
(e) NAVSUPINST 4200.94  
(f) NAVSUP ltr Ser21B1/0009 PC 00-03 of 18 Jan 00  
(g) OPNAVINST 5100.23F  
(h) CNO WASHINGTON DC 131755Z Jan 03  
(i) Deputy CNO ltr 5090 N4/4U745710 of 4 Feb 04  
(j) MIDLANT Region Hazardous Materials/Hazardous Waste Minimization, Reutilization, and Disposal Guide  
(k) MIDLANT Region Hazardous Waste Management Procedures for Contract Operation

Encl: (1) Request for Change to Hazardous Material (HAZMAT) Authorized User List (AUL)

1. Purpose. In compliance with references (a) through (k), implement a Regional CHRIMP for all commands under Commander, Navy Region, Mid-Atlantic (COMNAVREG MIDLANT).

2. Cancellation. COMNAVREGMIDLANTINST 6280.1. Revision.

3. Applicability. The provisions of this instruction apply to all military and civilian personnel involved in planning, procurement, acquisition, stowage, distribution, requisition, use, and disposal or other disposition of HAZMAT and Hazardous Waste (HW) at all facilities within the COMNAVREG MIDLANT Area of Responsibility (AOR). Contract personnel performing work on U.S. Government property shall conform to the provisions of the contract and ensure that HAZMAT and HW is properly managed, and that all contractor-owned or provided HAZMAT and HW is removed from U.S. Government property at the completion of the job, in accordance with reference (k).

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#### 4. Background

a. Department of Defense (DoD) and Department of the Navy (DON) regulations and policy require organizations to control and reduce the amount of HAZMAT procured, stocked, distributed, and eventually disposed of, as waste. In order to limit inventory size and maximize shelf life, CHRIMP operations shall maximize the use of the most efficient available means to provide the required HAZMAT to end users.

b. To help achieve these requirements and specific reduction goals, the implementation of CHRIMP has been mandated by reference (a). The Regional CHRIMP is designed to significantly reduce HAZMAT and associated HW by using a centralized control and inventory management point, thereby lowering the cost of procuring, stocking, and distributing HAZMAT, and resulting in less HW disposal, increased personnel and environmental protection, and reduced potential liabilities.

c. To help manage HAZMAT and provide material tracking and environmental reporting, the Navy funds the Hazardous Substance Management System (HSMS), Hazardous Inventory Control System (HICS), and Regional Hazardous Inventory Control System (RHICS).

#### 5. Action

a. All tenant commands and activities within the COMNAVREG MIDLANT AOR will implement the requirements of this instruction, per references (a) and (b), and will use the local Hazardous Material Minimization (HAZMIN) Center to process HAZMAT requirements. Tenant commands or activities are not authorized to purchase, store, or dispose HAZMAT other than as delineated in this instruction. All commands and activities will fund their HAZMAT requirements.

b. Commander, Fleet and Industrial Supply Centers (COMFISCS), Hazardous Material Programs Office (HMPO), East, will be responsible for the implementation of the CHRIMP at all commands throughout the MIDLANT Region. In accomplishing this requirement, the following steps will be completed:

(1) Hazardous Material Programs Office (HMPO), East, will coordinate its schedule with the Regional CHRIMP Director.

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(2) The definition of implementation shall be agreed upon by the HMPO East Team, the Regional CHRIMP Director, and the Commanding Officer (CO) or his designated Representative prior to the beginning of the implementation.

(3) Hazardous Material Programs Office (HMPO), East, will provide an implementation schedule to the base at the beginning of the implementation process.

(4) At the completion of the process, HMPO East will provide the local HAZMIN Center a complete database that reflects the HAZMAT items and quantities used within the local fence line. All Material Safety Data Sheets (MSDS) for the items will be made available to the HAZMIN Center, and any training that is required will be provided to local personnel prior to the HMPO East Team departing the area.

(5) The local command will be responsible for establishing the HAZMIN Center operations to maintain the program established by the HMPO East implementation team.

c. The Program Director for Supply and Logistics (PD S&L), (Fleet and Industrial Supply Center (FISC), Norfolk), will:

(1) Act as the Regional CHRIMP Director, responsible for overseeing implementation and execution of CHRIMP operations including local HAZMIN Centers.

(2) Integrate ship off-loads of HAZMAT into the Regional CHRIMP operation.

(3) Designate a qualified individual to the position of Regional CHRIMP Director.

(4) Provide required data for reporting under the Emergency Planning and Community Right-to-Know Act (EPCRA) to clients, upon request.

(5) Develop, implement, and revise as necessary a facility-level HAZMAT inventory that includes, as a minimum, the identity and quantity (by building) of HAZMAT present at the facility, including whether or not the material is an extremely hazardous substance, a hazardous substance, or a toxic chemical as defined under the EPCRA, in accordance with references (a) and (g).

d. The Regional CHRIMP Director will:

(1) Serve as Program Coordinator.

(2) Manage the implementation and execution of Regional CHRIMP operations including the local HAZMIN Centers within the Hampton Roads Area. The CHRIMP Director shall also support the HAZMIN operations outside the Hampton Roads Area.

(3) Provide the PD S&L an annual budget for approval.

(4) Establish and implement programs to control, track, and reduce the variety and quantities of HAZMAT procured, stocked, and used throughout the Region. This support will be provided to all Navy and partnered sites.

(5) Maintain a file of MSDS for each HAZMAT used for chemical products identified on the AUL.

(6) Ensure HAZMAT is stored in the minimum required quantities, yet still available to the customer when requested.

(7) Standardize, as practicable, procurement, storage, issue, and re-use of HAZMAT throughout the COMNAVREG MIDLANT AOR.

(8) Schedule and visit on an annual basis the COMNAVREG MIDLANT commands outside the immediate Hampton Roads Area to verify program compliance, assist with the management of Reuse Stock, assist with the integration of customers into the Regional HAZMIN Program, and collect workload data and other information as necessary to support the program.

(9) Coordinate with the HW management personnel to allow for the minimization and removal of HAZMAT items from the waste stream prior to the product being disposed of as a HW.

(10) Implement HSMS at the HAZMIN Center (facility), including facilitating the central management of all HAZMAT at the facility, as required by CHRIMP.

(11) Utilize FISC Norfolk or FISC Philadelphia procurement personnel to procure HAZMAT within the Hampton Roads Area. Only FISC Norfolk Purchase Cardholders are authorized to use purchase cards or other procurement instruments to procure HAZMAT, in accordance with reference (e).

(12) Whenever the opportunity presents itself, and the business case supports the arrangement, pursue CHRIMP support agreements with non-Navy activities throughout the Region.

e. The Program Director for Regional Environmental (PD REG ENV) (COMNAVREG MIDLANT) will:

(1) Review requests for additions and deletions of HAZMAT to the AUL per the Pollution Prevention Program and forward recommendations to the HAZMIN Center within 5 working-days.

(2) Provide and fund permits for local or state regulated storage locations.

(3) Standardize as practicable the disposal of HAZMAT throughout the COMNAVREG MIDLANT AOR, as delineated in reference (j).

f. The Servicing Occupational Safety and Health (OSH) Office will conduct random inspections of HAZMAT storage lockers and review when necessary requests for additions and deletions of HAZMAT to the AUL.

(1) Perform a safety and health review of HAZMAT proposed for addition to the activity AUL prior to purchase of the HAZMAT. Provide guidance on substituting a less hazardous product, and forward recommendation to the HAZMIN Center within 5 working-days.

(2) Ensure implementation of a compliant Hazard Communication (HAZCOM) Program by participating in the Hazardous Material Information System (HMIS).

(3) Establish a system to ensure current MSDSs are available in accordance with reference (g), are maintained in a manner that ensures they are readily available to employees during all working hours, and that employees have an opportunity to review prior to working with HAZMAT.

(4) Establish criteria and procedures for reviewing incoming MSDSs to ensure they contain the required information.

(5) Provide guidance resulting from the safety and health review to appropriate line supervisors and managers.

(6) Conduct annual inspections of activity HAZCOM Programs to ensure compliance with references (d) and (g).

g. The Industrial Hygiene (IH) Office will review requests for additions and deletions of HAZMAT to the AUL and forward recommendations to the HAZMIN Center within 5 working-days.

h. Commanding Officers (CO) and Officers-in-Charge (OIC) will:

(1) Ensure full and active participation in Regional CHRIMP initiatives and promote use of established CHRIMP business practices.

(2) Ensure HAZMAT users receive documented training specific to the HAZMAT to be used prior to use.

(3) Perform an annual assessment of HAZMAT requirements. Assessments will be geared to controlling and reducing HAZMAT used, to minimizing quantities of HAZMAT in storage, and minimizing quantities of HAZMAT disposed as HW.

(4) Notify the HAZMIN Center if HAZMAT not allowed for use is delivered to the shop or work center. When notified, the HAZMIN Center shall initiate the approval process with enclosure (1) through the IH, OSH, and REG ENV offices. This shall be accomplished before the HAZMAT is used, in accordance with reference (g).

(5) Whenever possible or technically feasible, substitute less hazardous or non-hazardous materials for HAZMAT.

(6) Utilize the local HAZMIN Center for procurement of HAZMAT. The local HAZMIN Centers are the central locations for procurement, bulk storage, issue, and reuse of HAZMAT. All HAZMAT will be ordered, received, and initially stored by the local HAZMIN Centers. End users are not permitted to procure HAZMAT using purchase cards or any other means of obtaining HAZMAT from sources other than the HAZMIN Center. Personnel identified as violating this requirement shall be subject to having their purchase card authority and procurement authority revoked, in accordance with reference (a).

(7) Once a HAZMAT item is identified as being required for a specific process, the end user shall obtain a MSDS for the item and complete enclosure (1) and submit it to the local HAZMIN Center for technical review and subsequent processing by the REG ENV and IH offices. Regional Environmental will review the document first with IH completing the review of all documents passing the REG ENV review. Both IH and REG ENV will complete

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their review in 5 working-days. The HAZMIN Center will contact the customer, inform them of the results of the review, and if approved, add the item to the HAZMAT inventory and provide the estimated delivery date of the HAZMAT. If the item is disapproved, the HAZMIN Center shall notify the customer of the reason for disapproval, as well as the point of contact, so that the customer may follow-up and resolve any problems resulting from the disapproval.

(8) Adjust shop AUL amounts to that unit-of-use required for a specific task or no more than a minimum amount to meet mission requirements. Excess HAZMAT will be returned to the HAZMIN Center. Hazardous Material will be requested from the local HAZMIN Center as required, with no more than a 30-day supply of routinely used material provided to the work centers.

(9) Maintain AULs that are tailored to each work center.

(10) Ensure all work centers have readily accessible, current, and accurate MSDSs for each HAZMAT stored in that area.

(11) Ensure all unopened containers, excess units, and partial unit packs of HAZMAT are returned to the HAZMIN Center. The HAZMIN Center will accept unopened containers with surface rust, minor dents, and conditions that do not affect the integrity of the container.

(12) Ensure all open HAZMAT containers, as well as empty containers of HAZMAT, no longer required by the work center are managed in accordance with reference (j) and local operating instructions. Open containers can't be warranted as to contents, and there is no means available to ensure that the MSDS is accurate after the container is opened. If there is a recurring issue with excess HAZMAT in a container, contact the HAZMIN Center and request a smaller unit of issue.

(13) Ensure that, with the exception of a properly documented emergency requirement as determined by the CO/OIC, HAZMAT will not be used until the material has been added to the AUL and users of the material have received documented training, specific to the HAZMAT to be used. Training will be provided per references (d) and (g).

i. Commanding Officers and OICs of commands outside the Hampton Roads Area will provide safety and environmental support as described in paragraphs (d) and (f) above.

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j. The Contracting Officer shall ensure the following requirements are met when contractors are working on Government property:

(1) Ensure that all contracts contain the necessary HAZMAT contract clauses.

(2) Ensure that contractors performing work within the Region provide the local HAZMIN Center with an inventory and location of HAZMAT being used during contract performance.

(3) Include HAZMAT management and reporting as a Quality Assurance Plan requirement.

(4) Ensure that contractors remove all HAZMAT and HW from Government property upon contract completion. All wastes, including HW, must be removed in accordance with reference (k).

(5) Ensure that contractors performing work aboard ships or on board installations are apprised of COMNAVREG MIDLANT's Regional CHRIMP. The DON is not responsible for training contractor personnel. However, the Regional CHRIMP requirements will be discussed during planning conferences and throughout the duration of the contract.

(6) Provide the contractor with a listing of the government-owned HAZMAT located in the contractor's work area. This will allow the contractor to train their personnel and accomplish the required notification of their personnel of the hazards located in the immediate work area.



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Distribution:

Electronic only, via COMNAVREG MIDLANT Web site

<https://www.cnrma.navy.mil/>



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## **Request for Change to Hazardous Material (HAZMAT) Authorized Use List (AUL)**

Acquisition requests for Hazardous Material (HAZMAT) not on the Command's Authorized Use List (AUL) must be submitted to the HAZMAT Center for technical screening. The HAZMAT Center then routes this request to Regional Safety, Regional Environmental, and Industrial Hygiene Offices. Please note that the requested HAZMAT's Material Safety Data Sheet (MSDS) for indicated HAZMAT must accompany the request!

**1. This is a request for the following HAZMAT action:**

\_\_\_\_ Continuous purchase approval and add to AUL.

\_\_\_\_ One-time purchase approval and to HAZMAT database for storage purposes only.

**2. User & Material Information:**

Command: \_\_\_\_\_ Work Center Supervisor: \_\_\_\_\_

Division/Shop: \_\_\_\_\_ User Telephone #: \_\_\_\_\_

NSN (If applicable): \_\_\_\_\_ Part No/MILSPEC: \_\_\_\_\_

Product Name: \_\_\_\_\_

Unit of Issue (Ex. CN, EA, GL): \_\_\_\_\_ Quantity Requested: \_\_\_\_\_

Manufacturer Name: \_\_\_\_\_

Address: \_\_\_\_\_

Distributor Name: \_\_\_\_\_

Address: \_\_\_\_\_

POC (Name & Phone #): \_\_\_\_\_

Work task being performed when product is used (Ex: painting, welding, etc.):  
\_\_\_\_\_

Number of personnel using the product at any given time: \_\_\_\_\_

Estimated frequency of the use of product: \_\_\_\_\_

Estimated time product is to be used per event (Ex: 3 hours per day.):  
\_\_\_\_\_

Estimated amount of product used per application (Ex: 3 oz., 1 pt.):  
\_\_\_\_\_

Enclosure (1)

Method of use for the product (Ex: brush-applied/sprayed/wiped): \_\_\_\_\_

Ventilation used, if any, during the use of product (Ex: doors open/pedestal fan/spray booth): \_\_\_\_\_

Type of Personal Protective Equipment (PPE) worn (if any) during the use of the product (Ex: gloves/respirator/type of cartridge. Safety glasses.): \_\_\_\_\_

Will waste be generated? Yes  No

Has substitution of less HAZMAT been considered? Yes  No

Is the MSDS in HMIRS (HAZMAT Information Resource System)?  
Yes  No

If Yes, HMIRS MSDS Number: \_\_\_\_\_

If No, attach a copy of the MSDS.

Requester Signature \_\_\_\_\_ Date: \_\_\_\_\_  
(If filled-out off-line)

3. HAZMAT Center Technical Screening: Date: \_\_\_\_\_

Is the requested item stocked? Yes  No

Is a substitute item stocked? Yes  No

Substitution Recommended: \_\_\_\_\_

Assigned AUL Request Tracking #: \_\_\_\_\_

4. Environmental Approval Screening: Date: \_\_\_\_\_

Request: Approved  Disapproved

Restricted Use  General Use

Reason for disapproval: \_\_\_\_\_

Industrial Hygiene Approval Screening: Date: \_\_\_\_\_

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Request: Approved  Disapproved

Restricted Use  General Use

Reason for disapproval: \_\_\_\_\_

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Safety Office Approval Screening: Date: \_\_\_\_\_

Request: Approved  Disapproved

Restricted Use  General Use

Reason for disapproval: \_\_\_\_\_

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Hazmat Center AUL Assignment: \_\_\_\_\_

AUL Unique MSDS Number Assigned: \_\_\_\_\_

Customer Contacted: \_\_\_\_\_ Date: \_\_\_\_\_