

**APPENDIX I**

**SAMPLE INSTRUCTION**

**SAMPLE INSTALLATION INSTRUCTION      NAVSTACOASTALCCITYINST 5090.X**

Subj:   SOLID WASTE MANAGEMENT PROGRAM

Ref:           (a) Resource Conservation Recovery Act Of 1976  
              (b) State Assembly Bill 939  
              (c) State Senate Bill 1223  
              (d) OPNAV Instruction 5090.1A, Chapter 10  
              (e) Solid Waste Annual Report Guide, NEESA 5.0-001 (or most current edition)  
              (f) NAVSTA Costal City Instruction 5090.1, Qualified Recycling Program  
              (g) Solid Waste Management Study, Solid Waste Consultants

Encl:   (1) SOLID WASTE MANAGEMENT PLAN FOR NAVAL STATION COASTAL  
          CITY

1. Purpose. To establish a solid waste management plan at Naval Station Costal City to meet Federal, State, and Navy solid waste goals.
2. Cancels. None.
3. Effective Date. 30 days after instruction date.
4. Scope. This instruction provides guidance and direction to minimize the generation and landfill disposal of solid waste. Its provisions are applicable to all individuals at Naval Station Costal City San Diego who directly or indirectly have responsibility for generation, handling or disposal of solid waste. This instruction provides for the establishment of a Solid Waste Management Plan (SWMP), enclosure (1), and Program Manager to oversee and direct the plan.
5. Background. In response to the increased public awareness and concerns about solid waste and its disposal, the Navy has required shore facilities to develop and implement a Solid Waste Management Plan (SWMP). The following communications have been formalized to set this program in motion:

**a. Federal.** Reference (a) establishes public safety and health standards for the disposal of solid waste. RCRA and the Military Construction Codification Act (MCCA) of 1982 provide for various means of recovering value from solid waste. Wastes may be recycled, reclaimed, used as a fuel supplement, or sold for "profit".

corrugated containers, aluminum cans, and to compost yard waste where feasible. Installations are required to provide solid waste information to Naval Energy and Environmental Support Activity (NEESA) per reference (e) guidance.

**d. Naval Station Costal City.** Reference (f) establishes the recycling materials program Naval Station Costal City.

6. Action.

a. Commanding Officer, Naval Station Costal City will delegate responsibilities to the following:

(1) Environmental Coordinator, Code 10.1 will:

(a) Serve as the station solid waste program manager.

(b) Serve as chairman, Solid Waste Management Committee and provide minutes of committee meetings to the Commanding Officer, Naval Station, Costal City.

(c) Manage the solid waste program for Naval Station Costal City.

(d) Update the information contained in reference (d).

(e) Collect and maintain solid waste records.

(f) Provide solid waste information to Navy, Federal, State, and local authorities as required.

(g) Act as a solid waste point of contact for Naval Station Costal City.

(h) Provide reports of Naval Station Costal City's diversion achievements.

(2) Staff Civil Engineer (Code 010) will:

(a) Ensure refuse contractors complies with requirements of solid waste contract.

(b) Collect and maintain Naval Station Costal City waste weight tickets

(b) Supply the Solid Waste Program Manager with records from the QRP.

(c) Responsible for solid waste reduction publicity campaign.

(4) Supply Department (Code 09) will:

(a) Purchase recycled goods to complete the recycling loop.

b. Solid Waste Management Committee will:

(1) Meet quarterly, or as required, to plan and coordinate solid waste program.

(2) Review and update the Solid Waste Management Plan.

(3) The following positions constitute the solid waste management committee:

Environmental Coordinator (Code 10.1)

Staff Civil Engineer (Code 010)

MWR Director (Code 07)

Supply Officer (Code 09)

Defense Reutilization and Marketing Officer Representative  
(QRP Representative if not MWR operated)

Commanding Officer

Distribution: