

Defense Logistics Agency Instruction



DLAI 4106
September 15, 2009
DES-E

Environmental Training

References: Refer to [Enclosure 1](#).

1. PURPOSE. Training is essential for compliance with the laws and regulations designed to protect the environment. Most environmental laws prescribe specific training requirements for individuals who perform regulated activities. Some laws imply that training is required but do not specifically define the requirements. Some executive orders and other controlling legal authorities [e.g., Department of Defense (DOD) policies and directives] also prescribe training. Failure to train employees and to document their training may result in fines or other legal action, including mission shutdown, or an environmental incident such as a spill or release of toxic material. This could impair warfighter readiness and ability to function.

2. APPLICABILITY.

a. This DLA Instruction applies to DLA Enterprise Support (DES), DLA Primary Level Field Activities (PLFAs) (e.g., supply centers, energy support center, distribution centers, reutilization & marketing service), and Service Activities (e.g., Defense National Stockpile Center, DLA Europe); as required by on-site environmental activities and tenant/host agreements.

b. The term Field Activities (FAs) will be used throughout this instruction to represent DES, PLFAs, and Service Activities. The PLFAs include DLA's permitted locations (i.e., Richmond, Columbus, Susquehanna, Sharpe, Tracy).

3. POLICY.

a. DLA's policy is that the workforce Agency-wide must receive training needed to fulfill environmental responsibilities and to comply with environmental training requirements established by the Environmental Protection Agency, Department of Transportation (DOT), Nuclear Regulatory Commission, and the Occupational Safety and Health Administration, as related to hazardous materials/wastes, and requirements established by Executive Order 13423, as related to environmental leadership and environmental management systems, and other executive orders.

b. Employees with environmental responsibilities must be assigned one or more environmental skill codes.

c. Each employee with an environmental skill code must have an individual development plan (IDP) that includes skill code-required training.

d. Commanders, managers, and supervisors must identify the specific environmental training requirements for each employee, identify appropriate training sources, implement standard record-keeping procedures, and assign environmental skill codes to employees with environmental responsibilities.

4. RESPONSIBILITIES

a. DES-E, in collaboration with J-33 and with assistance from DTC, will define the applicable training requirements based on employee activities and responsibilities.

b. Supervisors will establish the applicable training based on each employee's duties and responsibilities.

c. The DLA Training Center, which also includes a forward-presence, will assist the employee and supervisor to ensure that employees' have the required training.

5. PROCEDURES

a. DES-E, in collaboration with J-33 and with assistance from DTC, will define the applicable training requirements based on employee activities and responsibilities. Environmental Hazardous Material/Hazardous Waste (HM/HW) employees, commanders/directors, and non-environmental managers/employees in the functional areas are assigned training curriculum, which identify the required training components.

b. Supervisors will perform the following duties:

(1) Establish the employees who perform environmental duties or have responsibilities that are associated with HM/HW, and assign applicable training curriculum(s).

(2) Approve employees required training using the Standard Form 182, Authorization, Agreement and Certification of Training.

c. The DLA Training Center, which also includes a forward-presence, will perform the following duties, as requested by the employee or supervisors:

(1) Provide environmental and safety training histories for the employees who are identified for training,

(2) Validate each employee's curriculum assignments by their supervisor,

(3) Determine which training requirements have been satisfied, and

(4) Assist DLA supervisors and employees in obtaining approved training once the training components are known

6. EFFECTIVE DATE. September 30, 2003

Director, DLA Enterprise Support

Enclosure

Enclosure 1
References

1. DOD Overseas Environmental Baseline Guidance Document and Applicable Final Governing Standards (FGS)
2. Environmental Protection Agency Regulations at Title 40, Code of Federal Regulations (40 CFR) (<http://www.gpoaccess.gov/cfr/index.html>)
3. Standards for Owners and Operators of Hazardous Waste Treatment, Storage, and Disposal Facilities, 40 CFR, Part 264.16 (40 CFR 264.16) (http://www.access.gpo.gov/nara/cfr/waisidx_01/40cfr264_01.html)
4. Department of Transportation Regulations at 49 CFR (<http://www.gpoaccess.gov/cfr/index.html>)
5. Nuclear Regulatory Commission Regulations at 10 CFR (<http://www.gpoaccess.gov/cfr/index.html>).
6. Occupational Safety and Health Administration Regulations at 29 CFR 1910.120e (http://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=STANDARDS&p_id=9765&p_text_version=FALSE [Appendix E]) as related to hazardous materials.
7. Executive Order 13423, Greening the Government Through Leadership in Environmental Management (http://frwebgate.access.gpo.gov/cgi-bin/getdoc.cgi?dbname=2000_register&docid=fr26ap00-129.pdf)