HAWTHORNE DEPOT ESOHMS ORIENTATION GUIDE

FOR CONTRACTORS AND VISITORS

"I Am The Key"

Statement of Acceptance: I have received, read and accepted the information contained in this depot orientation guide and will brief other employees on the information contained herein. Accepted by:

NAME	COMPANY	DATE

INTRODUCTION

DLA Strategic Materials has developed an Environmental, Safety and Occupational Health Management System (ESOHMS) that is based on ISO 14001:2004 - "Environmental Management Systems - Specification with Guidance for Use" and Occupational Health and Safety Assessment Series (OHSAS) 18001 - "Occupational Health and Safety Management Systems - Specification.". The ESOHMS encompasses all of our environmental, safety and occupational health (ESOH) policies and programs, and applies to all our employees and all those working on our behalf. We wish to inform visitors and others working at our depots about the key components of the ESOHMS. The purpose of this briefing is to ensure everyone is aware of our ESOHMS and the key environmental, safety and occupational health information that is critical to protecting human health and the environment.

ESOH POLICY STATEMENT

The Environmental, Safety and Occupational Health Policy Statement establishes the framework for the ESOHMS. As such, the ESOH Policy Statement provides the foundation for controlling the environmental impacts, safety and occupational health risks of its activities, commodities, and services and establishing environmental goals and objectives. The key elements of the ESOH Policy Statement include:

- Compliance with applicable laws and policies
- Continuous improvement
- Management review on a regular basis
- Communication with employees as well as the public
- Use of best management practices in protecting our natural resources and preventing pollution
- Providing the resources for all mandatory training
- A social responsibility toward their customers

FIVE COMMANDMENTS

The Five Commandments of the ESOHMS are:

1. Be Safe
2. Recycle
3. Conserve Our Natural Resources
4. Understand Your Job Responsibilities
5. Know What Regulations Apply To Your Job

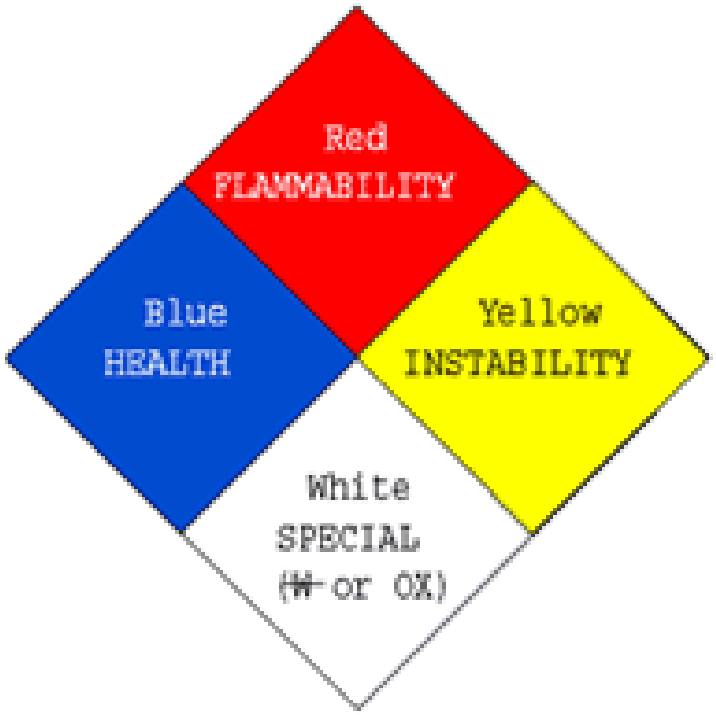
Critical ESOHMS Information for Hawthorne Depot

EMERGENCY RESPONSE

The Hawthorne Depot has an Emergency Response Plan. The pages attached provide key contacts for the Hawthorne Depot. The Depot Supervisor, is the primary contact for emergencies (xxx) xxx-xxxx (office) or (xxx) xxx-xxxx (cell). Also, 911 emergency service is available in the area. In the event of an emergency, all contractors and visitors are directed to calmly make a spot check of their immediate work area, and then proceed to the depot office or security gate that you entered the base. If without transportation, exit work area to a safe distance, if necessary. Contractors and visitors are required to communicate all emergency information to the Depot Supervisor's office immediately. The nearest emergency room is Mount Grant General Hospital; directions and a map to the hospital are attached.

HAZARDOUS MATERIALS STORAGE

Hazardous materials stored at Hawthorne Depot are identified by National Fire Protection Association (NFPA) color-coded signs as follows:



BLUE – HEALTH HAZARD
RED – FIRE HAZARD
YELLOW – REACTIVITY
WHITE – SPECIFIC HAZARD

1 (**one**) is the **Least Hazardous** and 4 (**four**) is the **Most Hazardous**

POLLUTION PREVENTION

We have a pollution prevention policy and a spill prevention control and countermeasures policy. Hawthorne Depot maintains a Storm Water Pollution Prevention (SWPP) Plan and a Spill Prevention, Control and Countermeasures (SPCC) Plan. These plans describe the aboveground petroleum storage tanks, commodity storage areas and other potential sources of contamination and the procedures to follow in the event of a spill or release. Aboveground storage tanks containing gasoline or diesel fuel are located in the vehicle fueling area, and in the pump house (see attached depot map).

Spills of petroleum or hazardous materials contaminate not only the stormwater runoff pathways, but also the soil and air. Spill response should be focused on protecting human health and preventing impacts to the environment. In the event of a spill, remember SWIM:

S – Stop the spill
W – Warn others (and contact the depot manager)
I – Isolate the area
M – Minimize your exposure

The commodities stored at the depot could also pose a risk to the environment if released from the site. Follow these best management practices when handling commodities:

- Identify and locate all storm drains and surface water flow pathways in the vicinity of the work area.
- Appropriate materials, such as hay bales, silt fence, or railroad ties, should be readily available and placed as a barrier between the commodity area and the storm drainage system, to help reduce the amount of any loose commodity material that could get washed into the drainage system by runoff from the outloading area.
- Surface runoff that flows towards nearby drainage ditches, swales, streams, etc., should also be similarly blocked.
- These activities should be performed not only while storm water runoff is actively occurring, but also to plan ahead for any rainfall, snowfall, snowmelt, etc. that may occur during the handling of commodities.

OTHER CONTRACTOR REQUIREMENTS

- Contractors working on site must advise the Depot Supervisor, in writing, of the presence of hazardous material, hazardous waste and their method of fuel supply.
- .Contractors must maintain (on-site) an MSDS for all hazardous materials on site.
- Contractors must store and dispose of hazardous waste in accord with state, local & federal regulations.

- Contractors must conduct operations in accordance with applicable OSHA hazardous waste regulations (29 CFR 1910).
- Hazardous materials must be stored, used and transported in accordance with state, local and federal regulations.
- Contractors must comply with the depot recycling program.
- Contractors should refer all media enquiries regarding operations, environmental management, safety, occupational health, etc. to the Depot Supervisor.

YOU ARE THE KEY!

The Environmental, Safety and Occupational Health Policy Statement provides the foundation for controlling the environmental impacts of our activities, commodities, and services and establishes environmental goals and objectives. Compliance with the SWPP and SPCC Plans and protecting water quality are a part of these goals.

It is your duty to keep an eye open to identify conditions that may contribute to contamination of storm water runoff. During your daily routine should you notice a potential problem, take the steps to fix it! Keep the lines of communication open.

Remember that whatever goes into the storm water system will end up in our groundwater or local waterways. Often times, that waterway is used for recreation, as a source for food (i.e., fish), and as a source for drinking water.

EMERGENCY PHONE LISTING

The Hawthorne Depot phone system requires dialing 9 before calling outside numbers.

Use wired (non-cellular) telephone if possible when calling 911. If using a cell phone, you may need to give your location to the 911 operator.

Local Emergency Phone Numbers	
Fire Department	(9) - 911
Police Department	(9) - 911
Ambulance	(9) - 911

Chain of Command for Emergency Events

1. Call 911 if appropriate.
2. Notify the Depot Supervisor at: (xxx) xxx-xxxx (Office), (xxx) xxx-xxxx (Cell).

Alternate: (xxx) xxx-xxxx (Home), (xxx) xxx-xxxx (Cell)

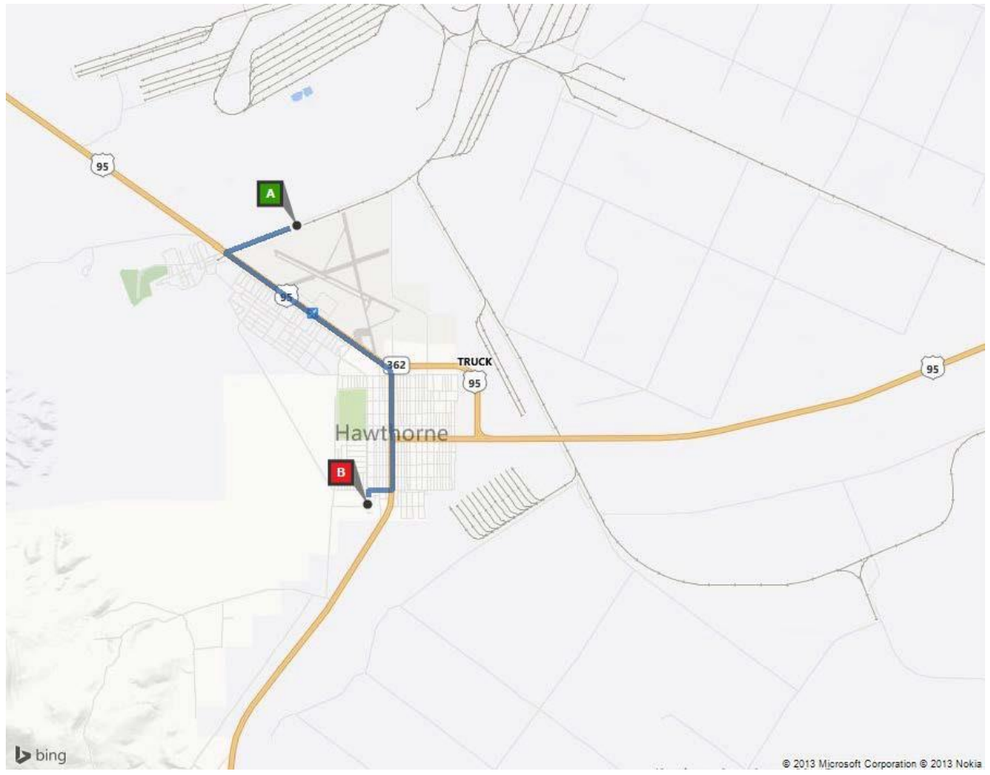
Depot Office	(xxx) xxx-xxxx
Security Guards- Main Gate Office: (775)945-7155	
National Response Center and Terrorist Hotline: (Oil & Toxic Chemical Spills from Terrorist Activity) (Emergency) (800) 424-8802	

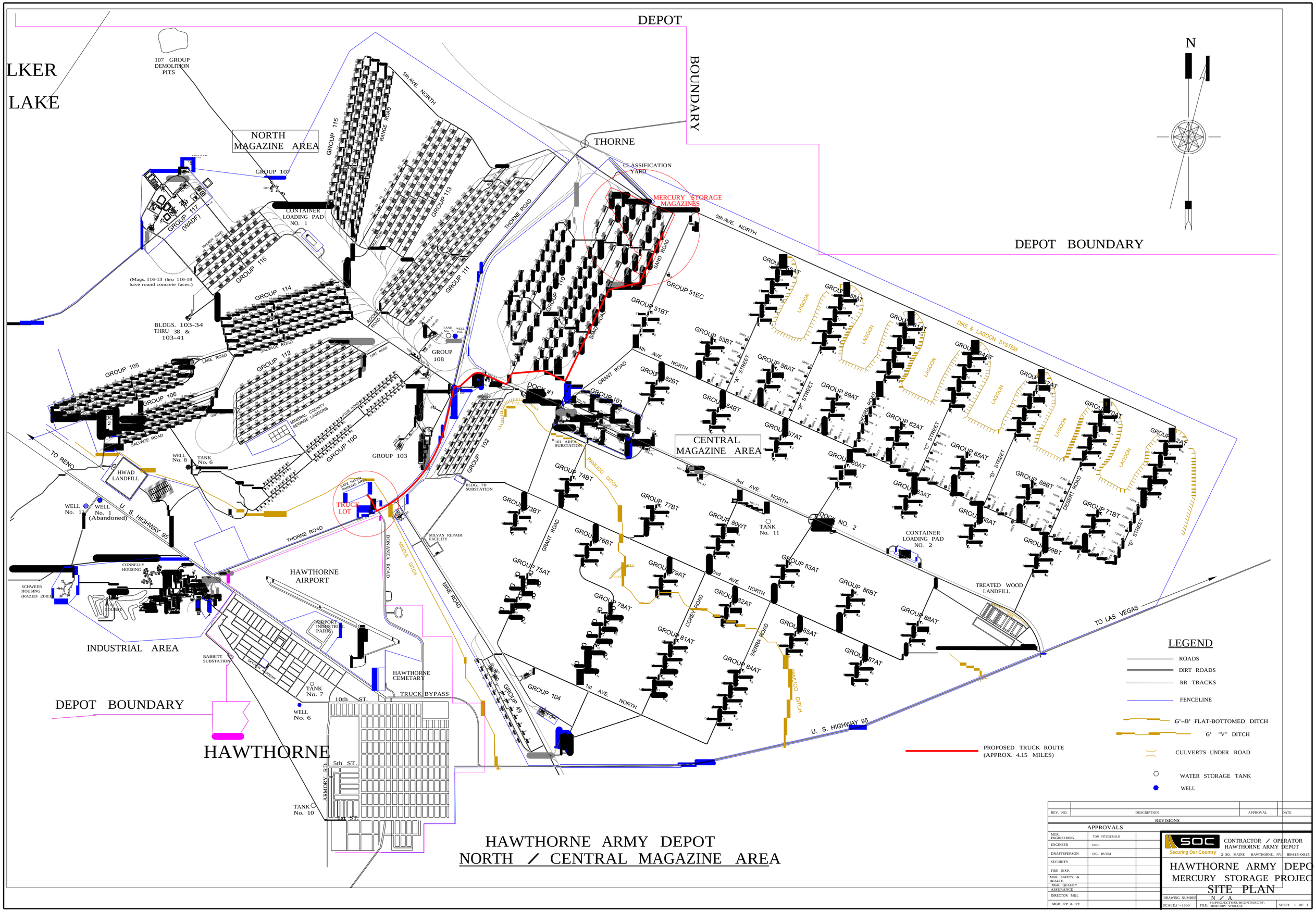
Poison Control Center: (Emergency) (800) 222-1222
Hawthorne Police (Non-emergency) (775) 945-1420
Hawthorne Fire Department (Non-emergency) 7-911
Mt. Grant Hospital (775) 945-2461
ORPP: Rob Skruck Office:(330) 652-1456 Cell: (571) 221-4250

NEAREST EMERGENCY ROOM
Mount Grant General Hospital
200 South A Street Hawthorne, NV. 89415
775-945-2461

Directions from Thorne Road to Mount Grant General Hospital

1. Depart Thorne Rd toward US-95
2. Turn left onto US-95 2.3 mi
3. Keep straight onto NV-359 0.4 mi
4. Turn right onto E 1st St 0.2 mi
5. Turn left onto S A St 318 ft
6. Arrive at 200 S A St # B Hawthorne, NV 89415




DEPOT BOUNDARY
LKER LAKE
107 GROUP DEMOLITION PITS
NORTH MAGAZINE AREA
GROUP 107
GROUP 115
GROUP 113
GROUP 111
GROUP 117 (WADF)
GROUP 116
GROUP 114
GROUP 112
GROUP 105
GROUP 106
GROUP 100
GROUP 103
GROUP 108
GROUP 110
GROUP 101
GROUP 102
GROUP 104
GROUP 49
CONTAINER LOADING PAD NO. 1
(Mags. 116-13 thru 116-18 have round concrete faces.)
BLDGS. 103-34 THRU 38 & 103-41
THORNE
CLASSIFICATION YARD
MERCURY STORAGE MAGAZINES
5th AVE. NORTH
4th AVE. NORTH
3rd AVE. NORTH
2nd AVE. NORTH
1st AVE. NORTH
DOCK #1
DOCK NO. 2
CENTRAL MAGAZINE AREA
GROUP 51EC
GROUP 51BT
GROUP 52BT
GROUP 53BT
GROUP 54BT
GROUP 56AT
GROUP 57AT
GROUP 58AT
GROUP 59AT
GROUP 60AT
GROUP 61AT
GROUP 62AT
GROUP 63AT
GROUP 64AT
GROUP 65AT
GROUP 66AT
GROUP 67AT
GROUP 68BT
GROUP 69BT
GROUP 70AT
GROUP 71BT
GROUP 72AT
GROUP 73BT
GROUP 74BT
GROUP 75AT
GROUP 76BT
GROUP 77BT
GROUP 78AT
GROUP 79AT
GROUP 80WT
GROUP 81AT
GROUP 82AT
GROUP 83AT
GROUP 84AT
GROUP 85AT
GROUP 86BT
GROUP 87AT
GROUP 88AT
DIKE & LAGOON SYSTEM
LAGOON
PAMLICO DITCH
MIDDLE DITCH
TANK No. 11
CONTAINER LOADING PAD NO. 2
TREATED WOOD LANDFILL
TO LAS VEGAS
U. S. HIGHWAY 95
TO RENO
HWAD LANDFILL
WELL No. 8
TANK No. 6
WELL No. 11
WELL No. 1 (Abandoned)
TRUCK LOT
BLDG. 70 SUBSTATION
101 AREA SUBSTATION
MILVAN REPAIR FACILITY
THORNE ROAD
BONANZA ROAD
MINE ROAD
HAWTHORNE AIRPORT
CONNELLY HOUSING
SCHWEER HOUSING (RAZED 2003)
GOLF COURSE
INDUSTRIAL AREA
AIRPORT INDUSTRIAL PARK
BABBITT SUBSTATION
HAWTHORNE CEMETERY
TANK No. 7
WELL No. 6
10th ST.
TRUCK BYPASS
DEPOT BOUNDARY
HAWTHORNE
5th ST.
ARMORY RD.
TANK No. 10
1st ST.
N
LEGEND
ROADS
DIRT ROADS
RR TRACKS
FENCELINE
6'-8' FLAT-BOTTOMED DITCH
6' "V" DITCH
CULVERTS UNDER ROAD
WATER STORAGE TANK
WELL
PROPOSED TRUCK ROUTE (APPROX. 4.15 MILES)
HAWTHORNE ARMY DEPOT
NORTH / CENTRAL MAGAZINE AREA
REV. NO.
DESCRIPTION
APPROVAL
DATE
REVISIONS
APPROVALS
MGR. ENGINEERING
TOM FITZGERALD
ENGINEER
ENG
DRAFTSPERSON
D.C. BUUM
SECURITY
FIRE INSP.
MGR. SAFETY & HEALTH
MGR. QUALITY ASSURANCE
DIRECTOR M&L
MGR. PP & PE
SOC
Securing Our Country
CONTRACTOR / OPERATOR
HAWTHORNE ARMY DEPOT
2 SO. MAINE HAWTHORNE, NV. 89415-0015
HAWTHORNE ARMY DEPO
MERCURY STORAGE PROJEC
SITE PLAN
DRAWING NUMBER
N / A
SCALE:1"=1500'
H:\PROJECTS\SUBCONTRACTS\
MERCURY STORAGE
SHEET 1 OF 1