



UNITED STATES MARINE CORPS
BASE MAINTENANCE DIVISION
MARINE CORPS BASE
CAMP LEJEUNE, NORTH CAROLINA 28542-5000

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BO 11350.2D
MAIN

BASE ORDER 11350.2D

From: Commanding General
To: Distribution List

Subj: REFUSE DISPOSAL PROCEDURES

Ref: (a) MCO P5090.2 CHPT 10: Solid Waste Mgmt. & Resource Recovery
(b) N.C. Solid Waste Mgmt. Act
(c) BO 4100.8A
(d) BO P11101.32G
(e) BO P11014.1G
(f) DOD Disposal Manual 4160.21 (NOTAL)

1. Purpose

a. To establish procedures and implement regulatory requirements for the separation, collection, and proper disposal of solid waste consistent with references (a) and (b).

b. To establish policies and procedures for the disposal of excess/waste wood products.

2. Cancellation. BO 11350.2C.

3. Responsibilities

a. Area commanders, commanding officers and supervisors of facilities.

(1) Prevent the placing of hazardous wastes into any trash receptacle container or at the Base Sanitary Landfill.

(2) Maintain the cleanliness of all types of dumpsters.

(3) Police areas around collection stations.

(4) Ensure proper segregation and conservation of recyclable materials, which are readily identifiable. Questions concerning the proper disposition of such materials should be directed to the Environmental Management Department (EMD) at extension 5063. Recyclable materials will be segregated at the point of origin, e.g., heavy iron, light sheet metal, aluminum, cast iron, batteries, corrugated cardboard, office paper, etc. These items will be free of trash and debris to expedite turn-in to Defense Reutilization and Marketing Officer (DRMO). Special containers have been located in designated locations throughout the Base by EMD. Specific guidance regarding the collection and disposition of recyclable material is contained in reference (c).

(5) In cases of fire or vandalism, notify the Base Maintenance Sanitation Foreman or General Services Foreman at extension 5158, or 3001 after normal working hours.

(6) Ensure compliance with the procedures set forth in paragraph 6 below relating to the proper disposal of wood products.

b. Supervisors and managers of food preparation activities (to include all messhalls, service clubs, cafeterias, snack bars, and other similar operations) shall:

(1) Ensure proper separation of trash, recyclable materials, and food waste.

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(2) Ensure proper cleaning of all containers and GI cans (including Dempster Dumpsters) after they are empty. Washing or scrubbing down of these containers will be accomplished only at locations which have proper drains for the disposal of water and food particles.

(3) Ensure that wet refuse or waste is not placed in containers. Triple waterproof plastic bags for the consolidated mess system and other activities may be purchased from the Self-Service Center, Building 1606. The use of these waterproof bags will greatly reduce the amount of cleaning required.

c. Family Housing Director. Apprise family housing occupants of current procedures for the segregation and collection of refuse, yard waste, recyclable materials, etc. Regulations pertaining to refuse collection for housing areas are currently contained in reference (d).

d. Public Works Officer. Ensure that all contractor personnel have read and understand this Base Order and will comply with current procedures for all types of refuse disposal at the Base Sanitary Landfill.

4. Refuse Collection

a. Collection station locations for refuse are established by the Base Maintenance Officer. Additional locations will only be established when properly justified by written request from requesting activities.

b. Collection stations are to be used only for refuse generated aboard Marine Corps Base, Camp Lejeune or Marine Corps Air Station, New River.

c. Collection stations for liquid food, grease, and bones, are established by a contract administered by DRMO, Building 906, extension 5613.

d. Collection stations for recyclable materials are identified in reference (c).

e. Refuse collections are performed on a regularly scheduled basis. Justifiable irregular collections may be provided by calling extension 5158. Requirements for additional or temporary Dempster Dumpster support must be submitted on a Work Request in accordance with reference (e).

f. Collections at all messhalls are provided daily. Before any food waste is placed in a dumpster it must be processed through the on-site waste pulping machine, dehydrated, and triple bagged in 4 mm plastic bags.

g. Due to the inaccessibility of many of the training areas and the potential damage to container trucks, Dempster Dumpsters will be provided only when requested by deploying units (on work request form NAVFAC 9-11014/20 Rev. 2-68) to Base Maintenance Operations Branch in accordance with reference (e). Organizations will be required to bag generated refuse. Organizations deploying to the field for extended periods with field messes can request dumpster support for wet garbage by submitting a work request.

h. Disposing of refuse of any type on roads, road shoulders, in wooded areas, or any other place except at designated collection stations and the Base Sanitary Landfill is prohibited.

i. Family Housing occupants are to utilize solid waste collection services provided by the Family Housing Division.

5. Use and Care of Dempster Dumpsters. Efficient and reliable refuse collections are dependent upon the support and cooperation of the Dempster Dumpster users. The following Do's and Don'ts will greatly assist in providing better service:

a. DON'T place cardboard in dumpsters. Organizations generating large quantities of cardboard packing material should request from Environmental Management Department (EMD) (extension 5063) that a cardboard container be placed at their location.

b. DON'T over-fill containers.

c. DON'T place grass, leaves, pine straw, lumber, tires, metal, pallets, dirt, or other weighty materials in the containers. If found in dumpsters, these materials will be removed by using units before dumpster will be serviced. All other trash will be taken to the Base Sanitary Landfill.

d. DON'T place any type of explosives or ammunition in the containers.

e. DON'T place fire, matches, or hot ashes in these containers.

f. DON'T park near or in front of containers (within 25 feet)

g. DON'T run water into containers in an attempt to pack down the trash.

h. DON'T break glass bottles, jars, etc., when placing them in containers.

i. DON'T fill containers with excessive amounts of water; this creates rusting and corrosion problems.

j. DON'T leave top or side doors open, this will attract animal pests.

k. DO report anticipated heavy refuse-producing situations (such as the deployment of a unit) as far in advance as possible by written work request to the Base Maintenance Operations Section or call extension 3001.

l. DO bag loose paper/cards prior to being placed in dumpsters to prevent scattering.

m. DO police around Dempster Dumpsters.

6. Excess/Waste Wood Products. Reference (f) requires that excess lumber, boxes, or wood products, to include pallets, not required for the foreseeable needs of the generating activity or unit, or in such condition as to be acceptable for further use, be disposed of by retail or other sales methods. When, because of insufficient size, shape or condition, residual lumber is determined to be unsuitable for salvage or sale, it will be released on a first-come, first-served basis to military personnel, government employees, and civilians. These items will not be placed in refuse containers, but will be handled as indicated below.

a. Disposal procedures

(1) Deliver all resalable or reusable pallets to the Recycling Center, Building 913, during the hours of 0800-1145 and 1230-1530 daily for inspection. Pallets with remaining usefulness will be retained and the remainder will be delivered to the Base Sanitary Landfill.

(2) Deliver boxes to the Preservation, Packaging and Packing (PP&P) Section, 2d Supply Battalion, 2d FSSG, Building 915 for inspection and reutilization.

(3) Deliver lumber, six feet in length or longer, and those items determined by Preservation, Packaging and Packing (PP&P) and Environmental Management Department (EMD) not to be suitable for reutilization to the Base Sanitary Landfill. A waste/unsalvageable wood product permit will be issued by PP&P and EMD and will accompany each load of waste/unsalvageable wood to the Base Sanitary Landfill.

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(4) Treated wood products, (i.e., creosote, CCA) must be segregated from other scrap wood products and placed in a separate area of the landfill.

a. Treated, painted and coated wood products must be separated from the other scrap wood products brought into the landfill.

b. Posted rules and regulations must be observed to ensure non-interruption of normal landfill operations.

(5) The Base Sanitary Landfill woodpile will be open each work day for disposing of wood waste. The landfill wood waste grinding machine will also operate daily. For safety reasons no scavenging in the wood pile will be allowed during the operation of the wood waste grinding machine. For daily wood pile status contact Base Maintenance, extension 5158.

7. Base Sanitary Landfill

a. The Base Sanitary Landfill will accept only refuse generated within the confines of Marine Corps Base, Camp Lejeune or Marine Corps Air Station, New River. The dumping of refuse originating from any other location is strictly prohibited.

b. Hours of operation for the Base Sanitary Landfill are 0800-1600, Monday through Friday. In cases of emergency on weekends, access for disposal generated on Camp Lejeune can be requested by calling extension 3001 in Building 1202.

c. No privately owned vehicles (POV's), other than contractors on business or base assigned personnel visiting the compost area or wood pile, will be allowed in the landfill.

d. Scavenging within the Base Sanitary Landfill is prohibited.

e. Children under the age of 16 are prohibited from entering the landfill.

f. Dumping Procedures

(1) Personnel delivering refuse to the Base Sanitary Landfill will be required to enter the landfill by the way of the weight scales and receive direction from the scale house attendant.

(2) Contractors performing work aboard Marine Corps facilities must have a Construction Pass and a copy of the face of the contract denoting the contract number and place where the refuse is being removed.

(3) All contractor generated solid waste construction debris, yard waste, wood products and land clearing debris born from contracts executed on the base must be disposed in the Base Sanitary Landfill near the wood waste grinding area.

(4) Mixed loads of construction debris will not be accepted. Organizations or contractors with questions regarding what constitutes mixed loads should contact Base Maintenance at extension 5158 prior to attempting delivery at the Base Sanitary Landfill.

(5) Asbestos will be bagged and disposed of in accordance with current federal and state regulations. Acceptance of asbestos material will require a minimum of five days advance notice. Asbestos deliveries will also be limited to the hours of 0800-1600 during normal workdays.

(6) Grass, leaves, pine straw, and other lawn trimmings will be dumped in specially designated areas of the Base Sanitary Landfill. These

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items must be loose or packed in biodegradable paper bags. Grass, leaves, etc. delivered in plastic bags will be split and emptied by the transporter and the empty bags deposited as directed by the Base Sanitary Landfill operator.

(7) Base Property will dispose of mattresses between the hours of 0800-1300, Monday through Friday.

8. Concurrence.

a. This Order has been coordinated and concurred in by the Commanding General, II Marine Expeditionary Force, FMF; 2d Marine Division, FMF; 2d Marine Expeditionary Brigade, FMF; 2d Force Service Support Group, FMF; and the Commanding Officer 2d Surveillance, Reconnaissance, and Intelligence Group; and the Marine Corps Air Station, New River.

J. R. KOPKA
Chief of Staff

DISTRIBUTION: A

**BASE SANITARY LANDFILL
PERMIT # 67-08
CAMP LEJEUNE N.C.**

ASBESTOS RULES AND REGULATIONS

1. CONTRACTORS DISPOSING OF ASBESTOS ABOARD CAMP LEJEUNE MUST HAVE A CONSTRUCTION PASS AND A COPY OF THE FACE OF THE CONTRACT DENOTING THE CONTRACT NUMBER AND PLACE WHERE REFUSE IS BEING REMOVED.
2. CONTRACTOR MUST HAVE AN ASBESTOS DISPOSAL MANIFEST WITH EACH LOAD BEING DELIVERED TO LANDFILL.
3. ASBESTOS DISPOSAL HOURS ARE 0800-1000 MONDAY-FRIDAY. NOTIFY LANDFILL MANAGER 5 DAYS IN ADVANCE OF ASBESTOS DISPOSAL.
4. VEHICLES HAULING ASBESTOS MUST HAVE ASBESTOS SIGNS POSTED ON THREE SIDES OF THE VEHICLE BEFORE ENTERING LANDFILL.
5. ASBESTOS MUST BE UNLOADED BY HAND AND PLACED IN THE LOCATION DESIGNATED BY THE LANDFILL OPERATOR.
6. ASBESTOS MUST BE DOUBLE WRAPPED IN 6MIL PLASTIC AND SEALED WITH DUCT TAPE AND LABELED ASBESTOS.
7. CALL LANDFILL MANAGER FOR UPDATED ASBESTOS PIPE DISPOSAL PROCEDURES AT 910-451-2946.
8. DUMPING ASBESTOS FROM VEHICLES IS PROHIBITED UNLESS AUTHORIZED BY LANDFILL MANAGER.

LANDFILL MANAGER,
JOE POWERS
PHONE # 910-451-2946
FAX # 910-451-2037

Base Sanitary Landfill
N.C. Site # 67-08
Camp Lejeune, N.C.
Landfill Hours 0800 - 1600 Monday - Thursday
0800 - 1500 Friday

Solid Waste

Items that can be mixed together and brought to the Landfill in the **same** load.

1. Trash
2. Roofing Shingles (Non-asbestos)
3. Insulation (Non-asbestos)
4. Sheet rock
5. Glass
6. Furniture (**No Metal**)
7. Particle Board (Used in building construction in lieu of plywood)
8. Laminated wood products (counter tops, table tops, furniture etc.)
9. Composition Board (re-manufactured wood products used in furniture)
10. Formica covered wood (counter tops, sink tops)
11. Hollow core interior doors (wood veneer and a cardboard core)
12. Wire slated crates (used to crate ammo, machinery, etc..)
13. Floor tile (Non-asbestos)
14. Porcelain ceramic products (sinks, toilets, floor tile etc..)
15. Fiberglass
16. PVC pipe (cut in 10ft or shorter lengths)
17. Ceiling tile

Base Sanitary Landfill
N.C. Site # 67-08
Camp Lejeune, N.C.

Asbestos

1. Asbestos **must** be delivered **before 1000** daily.
2. Call Landfill Manager at 451-2946 for appointment.
3. Asbestos **must** be double wrapped in 6 mil plastic and **sealed** with duct tape and labeled **ASBESTOS prior to delivery**, including asbestos roofing shingles.

Concrete Products

1. Concrete, block, brick, concrete culverts and mortar products shall be delivered to the landfill **separate** from any other items.
2. All reinforcement wire and rebar **must** be cut off flush with exposed surfaces.

Organic Products

1. Leaves, pines straw, grass and shrub clippings **must** be delivered to the landfill **separate** from any other items.
2. **No** bags or containers allowed.
3. **No** twigs or limbs over 2 inches in diameter or over 6 foot in lengths can be mixed with organic products.

Dirt

1. **Non-contaminated** dirt accepted only.

Base Sanitary Landfill
N.C. Site # 67-08
Camp Lejeune, N.C.

Wood Products

Wood products that can be mixed together and brought to the Landfill in the same load.

1. Scrap Lumber (painted and unpainted) (**No lead base painted wood**)
2. Pallets
3. Embark or Packing Boxes (broken down)
4. Cut limbs, trees and stumps (trees & limbs 10ft or shorter lengths, stumps and shrubs **must** be as free of dirt as possible. *Bring in cut limbs, trees and stumps separate from Scrap Lumber.*)

Wood products that has to be separated from the above wood items and brought to the landfill in a **separate** load.

1. Salt treated wood
2. Creosote wood

Lead Base painted wood products **must** be cut in eight foot sections or less and single wrapped in 6 mil plastic and sealed prior to delivery to landfill. Lead Base painted wood **is not accepted after 1400 hours daily.**

Base Sanitary Landfill
N.C. Site # 67-08
Camp Lejeune, N.C.

Products The Landfill Cannot Accept

1. Hazardous Waste
2. Liquid Waste
3. Asphalt
4. Metal (any type)
5. Paint
6. Appliances
7. Batteries
8. Comm Wire
9. Barbed Wire
10. Concertina Wire
11. Contaminated Soil
12. Tires
13. Recyclable Cardboard
14. 55 Gal. Drums