**Inspectors General Checklist**

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| **ENVIRONMENTAL PROGRAM MANAGEMENT 5090** |
| This checklist applies to all tenants and commands, excluding installation commands (which are covered by the HQMC(LF)/MCICOM(GF) Triennial Environmental Compliance Evaluation)  |
| **Functional Area Sponsor:** MCICOM GF-EV | **Name of Command** |
| **Subject Matter Expert**: LtCol Marc Blair | **Date** |
| (DSN) 225-2789 (COML) 571-256-2789 | **Inspector****Total Question: 14** |
| **Revised:** 04 March 2024 | **Final Assessment** **Discrepancies: Findings:**  |
| **Overall Comments:** Comments  |
| **Subsection 1** INSTALLATION COMMANDS: The following questions are exclusive to installation commands.  |
| 0101 | Has the Installation Commander published their environmental policy?Reference: MCO 5090.2 Vol. 2, Par. 030201 |
| Result | Comments  |
| 0102 | Has the Installation Commander conducted and documented an annual environmental management review covering the minimum information requirements?Reference: MCO 5090.2 Vol. 2, Par. 0102, 0103, 0318, and 0403 |
| Result | Comments  |
| 0103 | Does the installation Self-Audit Program annually assess installation compliance by inspecting every permitted site and source, every process that generates a waste or may be considered a potential source, and every command/unit and tenant?Reference: DoDI 4715.06, Encl.2, Section 5.i.; MCO 5090.2 Vol. 4, Par. 0316 |
| Result | Comments  |
| 0104 | Does the installation’s Officer of the Day / Command Duty Officer turnover folder contain an environmental staff recall roster and coordinating instructions for environmental emergency reporting? Reference: MCO 5090.2 Vol 2, Par. 0306 |
| Result | Comments  |
| 0105 | If applicable, is the installation’s five year Integrated Cultural Resources Management Plan signed by the installation commander, current within the plan’s coverage time frame, and contains documented annual reviews?Reference: MCO 5090.2 Vol 8, Par. 030302 |
| Result | Comments  |
| 0106 | If applicable, is the installation’s five year Integrated Natural Resources Management Plan signed by all relevant parties, current within the plan’s coverage time frame, and contains documented annual reviews?Reference: MCO 5090.2 Vol 8, Par. 030102 |
| Result | Comments  |
| 0107 | If applicable, is the installation’s SPCC plans up-to-date, reviewed at least every 5 years, and recertified by a PE if structural changes affecting the facility’s potential to discharge were made?Reference: MCO 5090.2 Vol. 18, Par 040312 |
| Result | Comments  |
| **Subsection 2** | INSTALLATION TENANT/UNIT: The following questions are applicable to all tenants and commands, excluding installation commands. It is recommended that tenants/commands are not inspected during the same fiscal year as HQMC(LF)/MCICOM(GF)’s triennial Environmental Compliance Evaluation (ECE).  |
|  Result | Comments  |
| 0201 | Does the Tenant/Unit Commander have a current Emergency Response Plan, either independently established or established in cooperation with the host installation, which addresses proper contingency planning for all Hazardous materials, Hazardous Wastes, or petroleum products in garrison and during field exercises?Reference: MCO 5090.2, Vol. 7, par. 031302 and 0404 |
| Result | Comments  |
| 0202 | Does the Tenant/Unit Commander possess an Authorized Users List (AUL) for hazardous materials, and can the unit demonstrate that on-hand hazardous materials are listed on the AUL?Reference: MCO 5090.2, Vol. 9, par. 030204 and par. 040601 |
|  Result | Comments  |
| 0203 | Does the tenant/unit have a current copy of the installation’s Hazardous Waste Management Plan (HWMP) and/or other applicable Environmental Standard Operating Procedures (ESOPs)? Reference: MCO 5090.2, Vol. 9, par. 030501 |
| Result | Comments  |
| 0204 | Are all of the tenant’s/unit's Hazardous Waste Accumulation Points (HWAP)/Satellite Accumulation Areas (SAA) included in the Installation Emergency Response plan and HWMP? Reference: MCO 5090.2, Vol. 9, par. 030501.E |
|  Result | Comments  |
| 0205 | Are all of the tenant’s/unit's Hazardous Waste Accumulation Points (HWAP)/Satellite Accumulation Areas (SAA) inspected as required in the Installation Emergency Response plan and HWMP? Reference: MCO 5090.2, Vol. 9, par. 030501.G |
|  Result | Comments  |
| 0206 | Does the tenant/unit immediately report to the installation environmental office, any reportable release of a hazardous substance, any enforcement action by a regulatory agency for an alleged violation of any substantive or administrative requirement, or any attempt to levy a fine against a Marine Corps Command or Installation?Reference: MCO 5090.2, Vol. 2, par. 0308 |
|  Result | Comments  |
| 0207 | Can the Tenant/Unit Commander demonstrate how they ensure their unit is aware of applicable environmental responsibilities and considerations prior to conducting unit training, operations, or deployments?Reference: MCO 5090.2, Vol. 2, par. 030104, Vol. 5, par. 010304, Vol. 8, par. 0103, and Vol. 11, par. 0103 |
|  Result | Comments  |