

CNRSEINST 5090.1  
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**COMMANDER, NAVY REGION SOUTHEAST INSTRUCTION 5090.1**

Subj: REGIONAL CONSOLIDATED HAZARDOUS REUTILIZATION AND  
INVENTORY MANAGEMENT PROGRAM (CHRIMP)

Ref: (a) Executive Order 13148  
(b) OPNAVINST 5090.1B  
(c) 49 CFR 173, Shippers - General Requirements for  
Shipments and Packaging  
(d) 29 CFR 1910.1200, OSHA Hazard Communication Standard  
(e) NAVSUPINST 4200.94  
(f) NAVSUP Purchase Card Policy Letter Ser 21B1/0009 PC  
00-03 of 18 Jan 00  
(g) OPNAVINST 5100.23D  
(h) NAVSUP Pub 722 CHRIMP Manual  
(i) COMNAVREG SE 180500Z SEP 00  
(j) DODINST 4140.27 Shelf-Life Management Manual  
(k) 29 CFR 1910.120 HAZMAT Training Standard  
(l) Emergency Planning Community Right-to-Know (40 CFR)

Encl: (1) CNRSE CHRIMP Measures of Effectiveness (METRICS)  
(2) Definitions, Quality Management Board (QMB) Members,  
and Process Action Team (PAT) Members

1. **Purpose.** To implement and comply with references (a) through (l) by establishing regional guidelines for uniform policy, procedures, and responsibilities of a comprehensive Hazardous Material (HM) program for all commands under Commander, Navy Region Southeast (CNRSE).

2. **Applicability.** The provisions of this instruction apply to all personnel including military, civilian, and contractors involved in planning, procurement, acquisition, stowage, distribution, requisition, use, or other disposition of HM at all facilities within the CNRSE Area of Responsibility (AOR). Guidance provided in this instruction will take precedence over local instructions.

3. **Background.** Reference (a) requires reduction of Toxic Release Inventory (TRI) and off-site transfers of toxic chemicals for treatment and disposal by 10 percent annually, or by 40 percent overall by December 2006. Beginning with calendar year 2001, the baseline for measuring progress in meeting the reduction goal will be the aggregate of all such releases and off-site transfers of such chemicals for treatment and disposal

as reported by all of the facilities under the TRI/Pollution Prevention Act. Reference (a) also mandates reductions in the use of toxic chemicals, hazardous substances, and pollutants, or generation of hazardous and radioactive waste types by 50 percent by 31 December 2006. CHRIMP business practices mandated by reference (b), coupled with source reduction and procurement of environmentally safe or "Green" products, will help CNRSE achieve mandated reduction goals.

#### 4. Policy

a. A comprehensive CHRIMP Program will be implemented using standardized business practices at each activity to reduce HM procurement, use, storage, and subsequent waste disposal. CHRIMP is a successful business practice that helps activities achieve life cycle Hazardous Material Control and Management (HMC&M) and Pollution Prevention (P2). Hazardous Substance Management System (HSMS) is a "cradle-to-grave" tracking system for HM, Hazardous Waste (HW), and chemical constituents. CHRIMP and HSMS were designed to significantly reduce HM and associated HW. Centralized control of HM using a single inventory management point is a proven method to lower costs of procuring, stocking, and distributing HM and consequently results in disposing of less HW, protecting our personnel, environment, and reducing potential liabilities.

b. P2 considerations, especially those relating to environment, safety, and health, shall be included in the earliest stages of the process planning and acquisition phase. Personnel are encouraged to identify approved material and processes where non-hazardous "Green" products or less HM can be substituted. However, materials and process directed by specific technical orders, manuals, Military Specification (MILSPEC), etc., cannot be changed without prior approval from the specific Program Manager (PM), i.e., engines, aircraft, catapults, etc. Afloat commands should request modifications to the Ships Hazardous Material List (SHML) or Type Specific Ships Hazardous Material List (TSHML) by submitting a SHML Feedback Report (FR) electronically via Streamlined Automated Logistics Transmission System (SALTS) to Navy Inventory Control Point (NAVICP). Shore commands requiring guidance to substitute HM or how to obtain approval from a specific PM should contact CNRSE HM Director at (904) 542-1137.

c. Regional activities shall comply with all federal, state, local and county laws, and Department of the Navy Regulations, standards, directives related to HM.

5. **Action**

a. Effective 26 September 2000, CNRSE assigned regional HMC&M to CNRSE Logistics PM who shall:

(1) Serve as regional CHRIMP PM to provide leadership and direction to CHRIMP Quality Management Board (QMB) consisting of members from regional Environmental, Public Works, Safety, and Supply PMs. The CHRIMP QMB will develop regional CHRIMP policy and procedures for CNRSE activities, provide oversight, and serve as a link to the CNRSE Executive Steering Committee on matters pertaining to HM/HW relating to P2 programs.

(2) Designate a Regional Director of HM management.

(3) Ensure established manning and resource levels are adequately set and maintained to support regional CHRIMP Program initiatives.

b. Regional HM Program Director shall:

(1) Provide CNRSE activities assistance and guidance in HMC&M and regional CHRIMP programs.

(2) Provide input to annual budget plan for CHRIMP and HMC&M programs to CHRIMP PM.

(3) Maintain regional HSMS database to monitor and reduce variety and quantities of HM in use or in storage at multiple sites.

(4) Manage Regional Hazardous Material Management System (RHMMMS) database to ensure all HM requirements are screened through Cost Avoided (C/A) or reuse inventories prior to requisitioning new or "A" condition material.

(5) Maintain consolidated regional master database of all assigned Locally Stock Numbers (LSN), and coordinate issuance of new numbers with requiring activities to avoid duplication or LSN assignment for which a National Stock Number (NSN) already exists.

(6) Maintain a regional master file of Material Safety Data Sheet (MSDS) for each HM used. Obtain and hold on file MSDS's for HM purchased on the open market.

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(7) Conduct frequent site visits to every activity to monitor minimization efforts, CHRIMP business practices, and levels of customer service.

c. Activity Commanding Officers shall:

(1) Ensure full and active participation in regional CHRIMP program initiatives and promote use of established CHRIMP business practices.

(2) Ensure HM users receive training specific to types of hazard prior to issue.

(3) Ensure annual HM inventory is conducted for all storage areas within CNRSE's AOR and validated with HSMS/Regional Hazardous Inventory Control System (RHICS) database maintained at the Hazardous Material Inspection Center.

(4) Direct annual reconciliation of HM physical inventory with activity master Authorized Use List (AUL). All unauthorized HM shall be processed.

(5) Direct hazardous minimization centers to conduct a monthly self-assessment of HM/HW using enclosure (1) as guidance to monitor progress toward minimization goals set forth in reference (a).

d. Tenant commands and other activities within CNRSE's AOR will participate in the regional HM program per reference (a). Tenant commands or activities are not authorized to purchase, store, or redistribute HM other than what is outlined in this instruction.

e. Activity Occupational Safety and Health Manager shall:

(1) Conduct scheduled and unscheduled inspections to ensure all HM is authorized on AUL, properly stored in approved lockers, and on hand quantities do not exceed seven days maintenance requirements. Results of locker inspections will be provided to HMC for inclusion in the activity's monthly metrics report (enclosure (1)).

(2) Activity master AUL's will be provided to the regional Safety Manager for inclusion in the region's AUL.

(3) Review all HM requests for addition and deletion of HM to the activity Master AUL.

f. Activity Supply Officer shall:

(1) Ensure requisitions for HM are screened by activity HMC for potential C/A or "R" condition material prior to attempting procurement from commercial sources. In the event that open market purchases are required, ensure they have been pre-approved and are on the AUL.

(2) Limit requisitions of HM through the supply system to only the materials listed on the AUL.

(3) Conduct monthly HMC self-assessment using metrics outlined in enclosure (1) as guidance and provide results to CNRSE CHRIMP PM.

g. Activity Environmental Manager shall:

(1) Ensure Navy approved HM tracking software, (HSMS/RHICS, etc.) is used to identify pollution prevention opportunities.

(2) Review all new HM requests with the associated MSDS to ensure least toxic HM is used.

h. Activity Public Works Officer shall:

(1) Ensure HW tracking is accomplished using Navy approved software prescribed in reference (b).

(2) Provide updates for HM related transactions to HMC for inclusion with the activity's monthly metrics report.

(3) Ensure contractors performing work on board the installation provide a copy of bill of materials or inventory of HM requirements intended for use while accomplishing contracted tasks, and identify where the material is located. These lists will include quantity used, chemical component by Chemical Abstract Number (CAS), percentage for each CAS number and weights of each item used. Contracting officers shall follow Federal Acquisition Regulations (FAR) council policies and procedures for contractors to provide agencies with all information necessary for compliance with this order.

i. Activity managers and users shall:

(1) Identify HM needed to meet mission requirements and, where feasible, substitute less hazardous or non-hazardous material.

(2) Determine validity for HM requirement with focus on controlling and reducing HM used and minimizing quantities of HM in storage.

(3) Ensure procurement from a commercial source is not attempted until all efforts have been exhausted to obtain HM from local, regional, or Navy-wide C/A inventories and supply system stocks. In accordance with references (e) and (f), only purchase card holders who have been properly trained in receipt, inspection, inventory acceptance, disposal of HM and assigned to established DON HMC's, are authorized to use the purchase card to procure HM.

(4) Ensure procurement approving officials review all HM purchases to verify they are made only by properly trained personnel in accordance with reference (f), and authorized in writing by the activity.

(5) Ensure HM coordinators comply with established regional procedures for procurement and use of HM. Procedures shall, at a minimum, require screening material requests against current AUL. HM not listed on an approved AUL will not be issued or transferred from HMC.

(6) Ensure activities reduce volume and variety of HM used, stored, and disposed by validating requirements, controlling acquisition, procurement, and utilization of HM.

(7) Ensure Hazardous Minimization Centers are the only authorized point of entry for all HM procurement, storage, issue, and reissue of HM inventories. All HM above the seven-day maintenance inventory, as identified on activity master AUL, will be maintained in Hazardous Minimization Centers. Effective decanting procedures and unit of issue sizing to maintenance requirements will reduce the volume of excess material kept in the work centers. Emphasis must be placed upon authorized HM being stowed in approved HM lockers for seven-day maintenance inventories, otherwise all HM is to be retained by a central Hazardous Minimization Center.

(8) Ensure work centers maintain a working inventory identified on AUL not to exceed seven days usage in approved hazardous flammable storage lockers. Encourage use of less hazardous or non-hazardous materials where technically feasible.

JAN C. GAUDIO

Distribution: (CNRSEINST 5605.1B)  
List I

## CNRSE CHRIMP PROGRAM MEASURES OF EFFECTIVENESS

### Monthly

The purpose of measuring each category is to monitor effectiveness of CNRSE CHRIMP program toward achieving goals mandated by Executive Order 13148 of 22 April 2000. The EO directs each agency to comply with environmental regulations by establishing and implementing audit programs and policies that emphasize pollution prevention through source reduction as a means to achieve and maintain compliance.

1. Procurement. (SUPPLY OFFICER)
  - a. Number of HM Purchase/IMPAC requests.
  - b. Number of substitutions for non/less hazardous material.
  - c. Number of procurement actions for HM.
  - d. Dollar value of procurement actions for HM.
  - e. Number of personnel hours devoted to purchasing HM.
  
2. "A" Condition Inventory. (SUPPLY OFFICER/Hazardous Minimization Center)
  - a. "A" Condition (new) HM Line Items carried.
  - b. Inventory accuracy.
  - c. Line Items reduced.
  - d. Dollar value reduced.
  - e. Local stock numbered items.
  
3. Cost Avoided (C/A) HM inventory (Hazardous Minimization Center)
  - a. C/A HM Line Items carried.
  - b. C/A inventory accuracy.
  - c. C/A Line Items reissued.
  - d. C/A Dollar value reissued.
  - e. C/A percentage issued as compared to new material issued.
  
4. Shelf-life actions (Hazardous Minimization Center)
  - a. Last audit conducted.
  - b. Line Items audited.
  - c. Line Items expired.
  - d. Dollar value expired.
  - e. Line Items properly tested and labeled as extended.
  - f. Percent of inventory within current shelf-life.
  
5. HW disposal (PWC/ENVIRONMENTAL)
  - a. Disposal weight processed.
  - b. Disposal costs incurred.

6. Other efficiencies gained (Hazardous Minimization Center)
  - a. Shipboard HM Offloads processed
    - (1) Line Items accepted as Cost Avoidance.
    - (2) Dollar value accepted as Cost Avoidance.
    - (3) Line Items sent to PWC Waste Program.
    - (4) Dollar value of items sent to PWC Waste Program.
    - (5) Line Items sent to Defense Reutilization Marketing Office (DRMO).
    - (6) Dollar value of items sent to DRMO
  - b. Percentage of activities using HMC.
  - c. Average transactions per HMC employee.
  - d. Customer satisfaction survey reports.
  - e. 7-day maintenance locker inspection report (SAFETY).
    - (1) Activity population of lockers.
    - (2) Number of lockers inspected.
    - (3) Number of lockers deficient.
7. CHRIMP Program update (Activity CHRIMP Team Leader)
  - a. CHRIMP POA&M
    - (1) Date of last CHRIMP Team meeting.
    - (2) Initiatives planned to achieve CHRIMP.
    - (3) Initiatives in work and target completion date.
    - (4) Initiatives completed.

## **I. DEFINITIONS:**

AUL Authorized Use List  
C/A Cost Avoidance (free), usable excess HM  
CAS Chemical Abstract Number  
CHRIMP Consolidated Hazmat Reutilization Inventory Management Program  
CNRSE Commander, Navy Region Southeast  
DRMO Defense Reutilization Marketing Office  
FAR Federal Acquisition Regulations  
HM Hazardous Material regulated by OPNAV 5090 or requires MSDS  
HW Hazardous Waste or unusable HM  
HMC&M Hazardous Material Control & Management  
HSMS Hazardous Substance Management System  
LSN Locally assigned stock number  
MILSPEC Military Specification  
MSDS Material Safety Data Sheet  
NAVICP Navy Inventory Control Point  
P2 Pollution Prevention  
POA&M Plan of Action and Milestones  
QMB Quality Management Board  
REUSE Usable HM in excess of original customer requirements  
RHICS Regional Hazardous Inventory Control System  
RHMMS Regional Hazardous Material Management System  
SALTS Streamlined Automated Logistics Transmission System  
SFR SHML Feedback Report  
SHML Ships Hazardous Material List  
T-SHML Type specific Ships Hazardous Materials List

## **II. CHRIMP QUALITY MANAGEMENT BOARD MEMBERS:**

FISC Commanding Officer  
CNRSE HAZMAT Director  
CNRSE Environmental Director  
CNRSE Safety Director

## **III. CHRIMP PROCESS ACTION TEAM (PAT) MEMBERS:**

Activity Supply Officer  
Activity Environmental Manager  
Activity Public Works Center Manager  
Activity Safety Manager