

Appendix J
CEHNC Interim Guidance
Range Residue



**Corps of Engineers Contractors Ordnance and Explosive (OE) , Range Residue (RR) Inspection,
Certification, and Final Disposition Procedures**

I. OE & RR Inspection – Contractor Responsibilities and Procedures

1. The U.S. Army Corps of Engineers (USACE) contractors executing projects will comply with the following procedures for processing OE and Range Residue for final disposition as scrap metal. The objective of these procedures is to ensure that an inspection procedure of the exterior and interior surfaces of all recovered items is in place to ensure these items do not present an explosive hazard. These USACE contractor responsibilities and procedures will be contained in the project work plan.

a. Unexploded Ordnance (UXO) Sweep Personnel will only mark suspected items and will not be allowed to perform any assessment of a suspect item to determine its status.

b. Unexploded Ordnance (UXO) Tech I will only tentatively identify a located item as scrap or OE.

c. UXO Technician II will:

(1) Inspect each item as it is recovered and determine the following:

- ◆ ◆ Is the item a UXO or a component of a military munitions?
- ◆ ◆ Does the item contain explosives hazards or other dangerous fillers?
- ◆ ◆ Does the item require detonation?
- ◆ ◆ Does the item require demilitarization (demil) or venting to expose other dangerous fillers?
- ◆ ◆ Does the item require draining of engine fluids, illuminating dials and other visible liquid hazardous, toxic or radiological waste (HTRW) materials?

(2) Segregate items requiring demil or venting procedures from those items ready for certification.

(3) Items found to contain explosives hazards or other dangerous fillers will be processed in accordance with applicable procedures.

d. UXO Technician III will:

(1) Inspect recovered items to determine if free of explosives hazards or other dangerous fillers and engine fluids, illuminating dials and other visible liquid HTRW materials?

(2) Supervise detonation of items found to contain explosive hazards or other dangerous fillers and venting/demil procedures.

(3) Supervise the consolidation of recovered scrap metal for containerization and sealing.

e. UXO Quality Control (QC) Specialist will:

Corps of Engineers Contractors Ordnance and Explosive (OE) , Range Residue (RR) Inspection, Certification, and Final Disposition Procedures

- (1) Conduct daily audits of the procedures used by UXO teams and individuals for processing OE or Range Residue.
- (2) Perform and document, a minimum 10%, random sampling (by pieces, volume or area) of all scrap metal collected from the various teams to ensure no items with explosive hazards, engine fluids, illuminating dials and other visible liquid HTRW materials are identified as scrap metal as required for completion of the Requisition and Turn-in Document, DD Form 1348-1A.

f. UXO Site Safety Officer (UXOSO) will:

- (1) Ensure the specific procedures and responsibilities for processing OE and Range Residue for certification as scrap metal is being followed, performed safely, consistent with applicable regulations, and in accordance with the USACE approved project work plan.
- (2) Will perform random checks of processed OE and Range Residue to ensure items being identified as scrap are free from any explosive hazards engine fluids, illuminating dials and other visible liquid HTWR materials.

g. Senior UXO Supervisor will:

- (1) Be responsible for ensuring work and Quality Control (QC) Plans specify the procedures and responsibilities for processing OE and Range Residue for the final disposition as scrap metal.
- (2) Ensure a Requisition and Turn-in Document, DD Form 1348-1A is completed for all scrap metal to be transferred for final disposition.
- (3) Perform random checks to satisfy that the OE or range residue is free from explosive hazards necessary to complete the Form, DD 1348-1A.
- (4) Certify all scrap metal generated from OE or Range Residue as free of explosive hazards, engine fluids, illuminating dials and other visible liquid HTWR materials.
- (5) Be responsible for ensuring that these inspected materials are secured in a closed, labeled and sealed container and documented as follows;
 - • The container will be closed and clearly labeled on the outside with the following information: The first container will be labeled with a unique identification that will start with **USACE/Installation Name/Contractor's Name/0001/Seal's unique identification** and continue sequentially.
 - • The container will be closed in such a manner that a seal must be broken in order to open the container. A seal will bear the same unique identification

Corps of Engineers Contractors Ordnance and Explosive (OE), Range Residue (RR) Inspection, Certification, and Final Disposition Procedures

number as the container or the container will be clearly marked with the seal's identification if different from the container.

- • A documented description of the container will be provide by the contractor with the following information for each container; contents, weight of container; location where OE scrap was obtained; name of contractor, names of certifying and verifying individuals; unique container identification; and seal identification, if required (see paragraph I. 1.g. (5). The contractor in a separate section of the final report will also provide these documents.

II. OE Scrap Certification and Verification

1. The contractor will ensure that scrap metal generated from OE or Range Clearance is properly inspected in accordance with the procedures in I. above. Only personnel who are qualified UXO personnel per USACE's Contract Data Item Description (DID) OE-025 will perform these inspections. The Senior UXO Supervisor will certify and the USACE's OE Safety Specialist will verify that the scrap metal is free of explosive hazards.
2. DD form 1348-1A will be used as certification/verification documentation. All DD 1348-1A must clearly show the typed or printed names of the contractor's Senior UXO Supervisor and the USACE's OE Safety Specialist, organization, signature, and contractor's home office and field office phone number(s) of the persons certifying and verifying the scrap metal.
 - a. Local directives and agreements may supplement these procedures. Coordination with the local concerns will identify any desired or requested supplementation to these procedures.
 - b. In addition to the data elements required and any locally agreed to directives, the DD 1348-1A must clearly indicate the following for scrap metal:
 - (1) Basic material content (Type of metal; e.g., steel or mixed)
 - (2) Estimated weight
 - (3) Unique identification of each of the containers and seals stated as being turned over.
 - (4) Location where OE scrap was obtained.
 - (5) Seal identification, if different from the unique identification of the sealed container.
 - c. The following certification/verification will be entered on each DD 1348-1A for turn over of scrap and will be signed by the Senior UXO Supervisor and the USACE OE Safety Specialist.

Corps of Engineers Contractors Ordnance and Explosive (OE) , Range Residue (RR) Inspection, Certification, and Final Disposition Procedures

"This certifies that the material listed has been 100 percent properly inspected and, to the best of our knowledge and belief, are free of explosive hazards, engine fluids, illuminating dials and other visible liquid HTWR materials.

III Maintaining The Chain Of Custody And Final Disposition

The contractor, in coordination with the Corps of Engineers, will arrange for maintaining the chain of custody and final disposition of the certified and verified materials. The certified and verified material will only be released to an organization that will:

- a. Upon receiving the unopened labeled containers each with its unique identified and unbroken seal ensuring a continued chained of custody, and after reviewing and concurring with all the provided supporting documentation, sign for having received and agreeing with the provided documentation that the sealed containers contained no explosive hazards when received. This will be signed on company letterhead and stating that the contents of these sealed containers will not be sold, traded or otherwise given to another party until the contents have been smelted and are only identifiable by their basic content.
- b. Send notification and supporting documentation to the sealed container-generating contractor documenting the seal containers have been smelted and are now only identifiable by their basic content.
- c. This document will be incorporated by the contractor into the final report as documentation for supporting the final disposition of this scrap metal.