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SECRETARY OF THE AIR FORCE**

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Civil Engineering

ENVIRONMENTAL MANAGEMENT

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This Department of the Air Force Instruction (DAFI) implements Air Force Policy Directive (AFPD) 32-70, *Environmental Considerations in Air Force Programs and Activities*, and AFPD 90-8, *Environmental, Safety & Occupational Health Management and Risk Management*. This instruction establishes the framework for the Department of the Air Force (DAF) Environmental Management System (EMS) and ensures the DAF is postured to apply sustainability practices consistent with the federal sustainability plan and latest Executive Orders (E.O.s) and implementing instructions, as appropriate. (**Note:** As of the date of this publication, the current order is E.O. 14057, *Catalyzing Clean Energy Industries and Jobs Through Federal Sustainability*). This publication applies to all civilian employees and uniformed members of the Regular Air Force, the Air Force Reserve, the Air National Guard, the United States Space Force, the Civil Air Patrol when conducting missions as the official Air Force Auxiliary, and those with a contractual obligation to abide by the terms of DAF publications. Ensure all records generated as a result of processes prescribed in this publication adhere to Air Force Instruction (AFI) 33-322, *Records Management and Information Governance Program*, and are disposed of in accordance with the Air Force Records Disposition Schedule, which is in the Air Force Records Information Management System (AFRIMS). Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the DAF Form 847, *Recommendation for Change of Publication*, and route inquiries from the field through the appropriate functional chain of command. This publication may be supplemented at any level or component, but all supplements must be routed to the OPR of this publication for coordination prior to certification and approval. The authorities to waive wing, unit, and delta level requirements in this publication are identified with a Tier (“T-0, T-1, T-2, T-3”) number following the compliance statement. See DAF Manual (DAFMAN) 90-161, *Publishing Processes and*

Procedures, for a description of the authorities associated with the tier numbers. Submit requests for waivers through the chain of command to the appropriate Tier waiver approval authority, or alternately, to the requestor's immediate commander for non-tiered compliance items. The use of the name or mark of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by DAF.

SUMMARY OF CHANGES

This document has been revised and should be completely reviewed. Changes include updated DAF directive guidance and instructions for environmental spill and release management and reporting actions. It relays policy instructing bases on reporting all usage or accidental releases of Aqueous Film Forming Foam (AFFF) containing per-/polyfluoroalkyl substances (PFAS). There are important updates on other environmental reporting related to enforcement actions (EAs), and new guidance on incorporating risk management into the EMS framework at base and organizational levels. This rewrite clarifies applicability to the entire DAF as specified above.

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Chapter 1

PROGRAM OVERVIEW

1.1. Purpose. This instruction provides the requirements and defines the roles of applicable organizations within the DAF EMS framework. It establishes an enterprise EMS, based on the International Organization for Standardization (ISO) 14001:2015 standard, *Environmental management systems—Requirements with guidance for use*, as modified to meet the DAF's organizational structure and mission requirements in accordance with Department of Defense Instruction (DoDI) 4715.17, *Environmental Management Systems*.

1.2. Vision. DAF will ensure an effective EMS framework to meet environmental obligations and efficient federal operations while achieving the mission in air, space, and cyberspace. DAF expects all personnel to make protection of the environment a priority and remain focused on minimizing environmental risks in the execution of the global mission in accordance with AFRPD 32-70 and AFRPD 90-8.

1.3. Scope. This guidance is applicable to the entire DAF, including the USAF, USSF, AFR, and ANG, and at enduring installations, both inside and outside the U.S.

1.3.1. Exclusions. This guidance does not apply to the following:

1.3.1.1. Contingency locations.

1.3.1.2. Locations recently assigned as enduring but with no regular Civil Engineering infrastructure, direct alignment to United States Air Forces in Europe-Air Forces Africa (USAFE-AFAFRICA) or Pacific Air Forces (PACAF), or environmental support (i.e., resources from the Air Force Materiel Command (AFMC) through its PSU, the Air Force Installation and Mission Support Center (AFIMSC)).

1.3.1.3. ANG and PSUs not located on DAF installations unless their activities are not covered by the host installation, organization, or facility's EMS (if any).

1.3.1.4. Environmental cleanup reporting and budgeting at DAF installations specified in DAFI 32-7020, *Environmental Restoration Program*.

1.3.2. Each organizational level EMS (i.e., HQ, DRUs, PSUs, DAF installations [including Joint Bases as defined by this DAFI at 1.3.3.3.], DAF multi-site EMSs, etc.) will define and document the scope of their EMS on eDASH or the Virtual Environmental Management Office (VEMO) website. **(T-1)** Installation Cross-Functional Teams (CFTs) and Environmental, Safety, and Occupational Health Councils (ESOHCS) must review EMS scopes annually and update as needed. **(T-1)**

1.3.2.1. eDASH is the USAF, USSF, and AFR's online Microsoft SharePoint (™) central repository and information sharing capability which supports the standardized EMS methodology. It is the one-stop source for USAF, USSF, and AFR environmental and sustainability program information.

1.3.2.2. VEMO is the ANG's online Microsoft SharePoint (™) central repository that provides the same support as eDASH, but specific to ANG installations.

1.3.3. AFIMSC through the Air Force Civil Engineer Center (AFCEC), in coordination with Major Commands (MAJCOMs) and Field Commands (FLDCOMs), must maintain a list of

USAF, USSF, and AFR organizational levels required to maintain an EMS in accordance with AFD 90-8 and this instruction. **(T-1) Exception:** The ANG Logistics and Installation Directorate, Environmental Division (NGB/A4V) will do the same for ANG installations. **(T-1)**

1.3.3.1. The next higher level of command or HQ USAF/USSF can exclude subordinate organizations from the scope of the EMS if under different command authority, the primary EMS organization does not provide any environmental support, or the tenant organization is covered under a separate EMS.

1.3.3.2. In instances where DAF units and personnel are tenants to a non-DAF organization, those personnel will follow the requirements in applicable and enforceable agreements in accordance with AFI 25-201, *Intra-Service, Intra-Agency, and Inter-Agency Support Agreements Procedures*, unless their activities are not covered by the host installation, organization, or facility's EMS. **(T-1)**

1.3.3.3. Joint Bases, where DAF is the supporting/lead service, will ensure a single EMS with a limited scope which only incorporates those Environmental Quality programs over which DAF has span of control. **(T-1) Note:** A Joint Base is not a multi-site EMS.

1.3.3.4. Each multi-site and installation EMS will consult with HQ USAF/USSF, AFIMSC through AFCEC, Air Force Reserve Command (AFRC), Environmental and Asset Accountability Branch (AFRC/A4CA), or the NGB/A4V on the scope of their EMS, as appropriate. **(T-1)**

1.3.4. Each multi-site and installation EMS will ensure any organization outside of the scope of the EMS is made aware of a scope determination by a written notice sent to and accepted by the organization. **(T-3)** If a DAF installation excludes any tenant organizations from the EMS scope, the exclusion must be coordinated with the host/tenant organization, AFIMSC through AFCEC, AFRC/A4CA, and the Air National Guard Readiness Center (ANGRC), as applicable. **(T-1)** Exclusions must be documented in the multi-site/installation's EMS scope and host/tenant support agreement in accordance with AFI 25-201. **(T-1)**

1.3.5. Installations will use the EMS framework to evaluate and provide access to adequate natural infrastructure, such as air, land, water, flora, and fauna assets, to support mission accomplishment. **(T-1)** The EMS is used to assess and manage the natural infrastructure to ensure these assets have the capacity to meet current and future mission needs.

Chapter 2

ROLES AND RESPONSIBILITIES

2.1. The Assistant Secretary of the Air Force for Installations, Environment, and Energy (SAF/IE) will :

2.1.1. Provide overall program vision and direction for all matters pertaining to formulating, reviewing, and executing plans, policies, programs, budgets, and DAF positions regarding federal and state legislation or responsibilities assigned in public law, Department of Defense (DoD) policy, and E.O.s related to DAF environmental management.

2.1.2. Provide policy and oversight to implement the environmental requirements in accordance with Headquarters Air Force (HAF) Mission Directive (MD) 1-18, *Assistant Secretary of the Air Force (Installations, Environment and Energy)*. SAF/IE has certified policies issued by the Secretary of the Air Force (SAF) using AFD 32-70, AFD 90-8, and DAFI 90-801, *Environmental, Safety, and Occupational Health Councils*.

2.2. The Deputy Assistant Secretary of the Air Force for Infrastructure, Energy and Environment (SAF/IEE) will:

2.2.1. Provide direction and program oversight for all environmental matters pertaining to the formulation, review, execution, and compliance reporting and tracking of environmental plans, policies, budgets, and DAF positions regarding federal and state environmental legislation and regulations.

2.2.2. Develop, issue, and track environmental performance goals, objectives, and metrics which determine/illustrate the health and effectiveness of DAF, both inside and outside the U.S., and its ability to support the military mission.

2.2.3. Consult and coordinate with the Deputy Chief of Staff for Logistics, Engineering, and Force Protection, Directorate of Civil Engineers (AF/A4C) in developing DAF environmental strategic objectives, targets, and tasks.

2.2.4. Collect, analyze, and report DAF-wide performance information to the Office of the Secretary of Defense (OSD), to include Environmental Management Review performance indicators, EAs, and E.O. objectives, targets, and tasks.

2.2.5. Coordinate on the development and presentation of the DAF Environmental Program Objective Memorandum (POM) brief to ensure resource allocations enable DAF to meet its obligations in accordance with law and policy.

2.2.6. Serve as the principal DAF representative for all environmental management and compliance-related issues involving interactions with OSD staff, federal agencies, and Congress, to include maintaining awareness on interactions and agreements made with external environmental organizations.

2.2.7. Interact and communicate with congressional staffers as the lead for DAF and its environmental programs.

2.2.8. Coordinate and collaborate on the environmental staffer day briefing and preparation.

2.2.9. Establish procedures for communication with interested external parties.

2.2.10. Coordinate with the Assistant Secretary of the Air Force for Acquisition, Technology, and Logistics (SAF/AQ) to develop policy, assign responsibility, and provide direction for sustainable procurement of goods and services pursuant to E.O. 14057, and requirements of the DoD Sustainable Procurement Process.

2.2.11. Facilitate the DAF ESOHC and chair DAF Steering Committee meetings, to include oversight of MAJCOM ESOHCs and consulting on environmental, safety, and occupational health (ESOH) governance and annual management reviews in accordance with AFD 90-8 and DAFI 90-801.

2.2.12. Support SAF/IE in its role as the DAF's Senior Sustainability Official, including acting as the primary interface with OSD for sustainability matters and fulfilling responsibilities for overseeing the establishment of E.O. 14057 sustainability performance goals and approving the Department's sustainability plans.

2.2.13. Coordinate on any proposed DoD or other federal agency policy issuances.

2.2.14. Report DAF-wide compliance metrics and trends to the DAF ESOHC and OSD as requested.

2.2.15. Review and make final enforcement action (EA) decisions if existing policy is insufficient to allow AF/A4C to make a final decision.

2.2.16. Coordinate DAF compliance reporting and tracking procedures within DoD to explore common areas of interest and prevent duplication of effort.

2.2.17. Establish overarching DAF environmental policy/guidance for EMSs.

2.2.18. Issue DAF policies, in coordination with AF/A4C for all functional areas within HAF MD 1-18.

2.2.19. Serve as a co-chair to the Environmental Program Working Group (EPWG) and participate in other governance structures to address environmental program requirements and oversight.

2.3. The Assistant Secretary of the Air Force for Acquisition, Technology, and Logistics (SAF/AQ) and The Assistant Secretary of the Air Force for Space Acquisition and Integration (SAF/SQ) will:

2.3.1. Include environmental risk management concepts and responsibilities in the education and training of acquisition personnel.

2.3.2. Incorporate environmental risk management into weapon system engineering and acquisition policy and decision-making. Work with AF/A4C and USSF, Directorate of Logistics, Engineering, and Force Protection (USSF/S4) to build links between the DAF environmental management framework and weapon system environmental risk management.

2.3.3. Oversee environmental compliance at GOCO facilities.

2.3.4. Support and incorporate changes to contracting policies, regulations, and procedures, including sustainable procurement, pollution prevention and associated technologies, and management system language in DAF contracts as is needed to facilitate compliance with applicable federal regulations and guidelines to achieve a reduction of environmental risk with the assistance of a SAF/IEE Subject Matter Expert (SME) or other designated personnel.

2.3.5. Provide guidance that implements the DoD and DAF Sustainable Procurement Process in a manner that meets or exceeds the requirements of all relevant laws, regulations, E.O., and DoD policy.

2.3.6. Monitor/track Sustainable Procurement Process compliance and report status to OSD in coordination with the DAF ESOHC.

2.3.7. Ensure that SAF/AQ and SAF/SQ work with SAF/IEE, AF/A4C, and AFIMSC through AFCEC to integrate Installation and SAF/AQ and SAF/SQ Program Offices environmental management efforts, e.g., hazardous materials management, compliance with the DAF Environmental Impact Analysis Process (EIAP), and other applicable DAF Environmental Program requirements.

2.4. The Assistant Secretary of the Air Force for Financial Management and Comptroller (SAF/FM) will work with SAF/IEE, AF/A4C, and USSF/S4 to:

2.4.1. Include environmental risk management concepts and responsibilities in the education and training of financial management/comptroller personnel.

2.4.2. Develop and incorporate comprehensive environmental requirements into financial policies and procedures.

2.5. The Director, Secretary of the Air Force Office of Public Affairs (SAF/PA) will:

2.5.1. Communicate DAF environmental messages, initiatives, and lessons learned to internal and external audiences including international, national, regional, state, Tribal, and local audiences.

2.5.2. Utilize all appropriate USAF, USSF, AFIMSC, AFCEC, National Guard Bureau, Public Affairs and Strategic Communications (NGB-PA), and installation-level PA offices.

2.6. The General Counsel of the Department of the Air Force (SAF/GC) and The Judge Advocate General (TJAG):

2.6.1. SAF/GC, through the Deputy General Counsel, Installations, Energy and Environment (SAF/GCN) will, consistent with HAF MD 1-14, *General Counsel and the Judge Advocate General*, provide legal advice to the Secretary of the Air Force (SecAF) concerning all matters associated with environmental laws and other applicable legal requirements.

2.6.2. The General Counsel is the principal legal adviser to the SecAF with respect to all legal issues and regulatory requirements relevant to DAF and, as appropriate in its discretion, advises the Air Staff and, as appropriate, all elements of DAF. Depending on the legal issues and governing documents relating to the issues, SAF/GC consults with TJAG or other AF legal service providers.

2.6.3. TJAG, through the Operations and International Law Directorate, Environmental Law and Litigation Division (AF/JAOE) will:

2.6.3.1. Provide legal advice, through the Field Support Center (FSC), the Regional Counsel Office (RCO), and the Litigation Center, to the Secretariat, Air Staff, Space Staff, and subordinate organizations on new and emerging issues, litigation matters and on compliance with environmental laws, regulations, and obligations, including those binding under binding international agreements.

2.6.3.2. Provide legal advice on state and regional issues through the AF/JAOE-FSC that supports each of the DoD Regional Environmental Coordinators (RECs) and AFIMSC through AFCEC/CZ.

2.6.3.3. Review proposed federal environmental laws and regulations for potential impact to DAF and communicate potential impacts.

2.6.3.4. Participate in the ESOHC meetings and review environmental laws, issues, and questions presented by the Staff Judge Advocate (SJA).

2.6.3.5. In coordination with AFIMSC through AFCEC, update the legal and other requirements list of the online DAF EMS toolsets (i.e., eDASH and VEMO) at least annually.

2.7. The Headquarters, United States Air Force, Deputy Chief of Staff for Logistics, Engineering, and Force Protection, Directorate of Civil Engineers (AF/A4C) will:

2.7.1. Maintain the DAF EMS to include developing environmental implementation instructions and programmatic guidance for operations worldwide.

2.7.2. Monitor and analyze the effectiveness of the DAF EMS along with the overall environmental performance in relation to natural and built infrastructure to meet mission requirements and promote sound Asset Management. Identify trends, resource challenges, and corrective actions.

2.7.3. Identify the applicable legal and other requirements that DAF adheres and subscribes to as part of its environmental and asset management processes.

2.7.4. Develop environmental strategy and goals, in consultation with SAF/IEE, on issues with long-term programmatic risks. Consider DAF objectives and lines of effort to ensure support for resilient and right-sized installations and the capabilities outlined in the approved Civil Engineering Annex to the AF/A4 Basing and Logistics Flight Plan.

2.7.5. Establish performance indicators and coordinate with other DAF organizations to ensure consideration of extremely high risk or high-risk environmental aspects not owned by Civil Engineering (e.g., energy use, transportation, maintenance activities, and operational ranges).

2.7.6. Assist SAF/IEE with collecting, analyzing, and reporting DAF-wide performance indicators and information, to include OSD Environmental Management Review performance indicators, E.O. 14057 sustainability goals, and metrics for recurring HAF ESOHC and ESOH Steering Committee reviews.

2.7.7. Communicate and advocate for environmental funding through the Planning, Programming, Budgeting, and Execution (PPBE) process.

2.7.8. Provide oversight and consultation for the development of the Environmental Quality POM and Integrated Priority List (IPL).

2.7.8.1. Review and approve the Environmental Quality Programming Guide, endorse annual updates.

2.7.8.2. Consult on the environmental metrics for the Air Force Common Output Level Standards (AFCOLS) and review the resulting risks on DAF and its environmental programs to finalize the IPL.

2.7.8.3. Review and endorse centralized environmental information management and technology tool investments.

2.7.8.4. Facilitate and collaborate on the preparation of the budget briefing for the annual environmental Congressional Staffer Day engagement.

2.7.9. Serve as a primary DAF lead in the DoD Environmental Combined Services Steering Committee and working groups, with the AFCEC SME serving as the alternate technical lead serving in an advisory role.

2.7.10. Coordinate, analyze, and advocate for resources for environmental performance reporting and compliance tracking. Collaborate with SAF/IEE on recurring Environmental Management Reviews.

2.7.11. Participate and provide input to the HAF ESOHC and ESOH Steering Committees.

2.7.12. Oversee process to support or validate, when appropriate, environmental education and training requirements through the Civil Engineering Governance Structure and Air Force Learning Committee process.

2.7.13. Support DAF Planning Readiness to include reducing the time for compliance with the Title 42 United States Code (USC) §§ 4321-4347, *National Environmental Policy Act* (NEPA), and in accordance with Title 32 Code of Federal Regulations (CFR), Part 989, EIAP.

2.8. The Headquarters, United States Air Force, Deputy Chief of Staff for Operations (AF/A3) will:

2.8.1. Incorporate environmental and sustainment principles into strategic and mission planning, policies, procedures, and training for range operations.

2.8.2. Provide environmental points of contact to serve as the OPR to provide guidance to the MAJCOM/FLDCOM and installation AF/A3 environmental coordinators.

2.8.3. Ensure AF/A3 personnel with environmental responsibilities receive appropriate education and training.

2.9. The Headquarters, United States Air Force, Deputy Chief of Staff for Logistics, Engineering, and Force Protection, Directorate of Logistics (AF/A4L) will:

2.9.1. Advocate for projects and equipment that reduce the operational environmental burden through the PPBE process.

2.9.2. Incorporate EMS principles in policies, procedures, and training.

2.9.3. Appoint focal points to assist with providing guidance to the MAJCOM/FLDCOM and installation regarding logistics maintenance, munitions, hazardous material management and supply activities.

2.9.4. Integrate environmental risk management into the sustainment decision-making process.

2.9.5. Align responsibilities of this instruction with DAF logistics policy directives.

2.9.6. Ensure AF/A4L personnel with environmental responsibilities receive appropriate education and training.

2.9.7. Develop objectives, targets, and tasks, in coordination with AF/A4C, to address performance improvements related to the aspects of AF/A4L activities which impact the environment, such as weapons/ground maintenance and supply chain management.

2.10. The Headquarters, United States Air Force, Surgeon General (AF/SG) will:

2.10.1. Incorporate environmental requirements and sustainment principles into environmental, safety, and occupational health strategic and mission planning, policies, procedures, and training.

2.10.2. Submit requirements for and advocate to Defense Health Agency (DHA) for budgeting and resourcing for drinking water surveillance associated with the protection of worker health.

2.10.3. Ensure Surgeon General personnel with environmental responsibilities receive appropriate education and training.

2.10.4. Participate in the HAF Hazardous Materials Management Process (HMMP) Team.

2.11. The Headquarters, United States Air Force, Chief of Safety (AF/SE) will:

2.11.1. Incorporate environmental requirements and sustainment principles into environmental, safety, and occupational health strategic and mission planning, policies, procedures, and training.

2.11.2. Plan for applicable safety and environmental compliance and monitoring requirements to comply with regulations and advocate for projects and equipment through the PPBE process to reduce safety and environmental risks.

2.11.3. Ensure Safety personnel with environmental responsibilities receive appropriate education and training as it relates to safety.

2.11.4. Participate in the HAF HMMP Team.

2.12. The Headquarters Air Force Materiel Command through the Air Force Installation and Mission Support Center (AFIMSC) will:

2.12.1. Provide leadership, oversight, and execution of DAF installations and mission support activities.

2.12.2. Incorporate sustainment and environmental principles into strategic and mission support planning, policies, procedures, and training.

2.12.3. Implement higher headquarters investment strategies involving the EMS by consulting with AFCEC, regarding the achievement of mandated E.O. 14057 and other relevant E.O., DoD, or DAF goals.

2.12.4. Develop and advocate for the Environmental Quality POM as the Program Element Monitor (PEM), to include providing consultation, oversight, and resource advocacy for POM programming, and being the primary focal point for communicating DAF environmental budget guidance, requirements, and impacts of budget cuts in the PPBE process. Coordinate the Environmental Quality POM with appropriate HAF and AFCEC program managers.

2.12.5. Assist AF/A4C, AFCEC, MAJCOMs/FLDCOMs, and installations in identifying, developing, and executing Environmental Quality and natural and built infrastructure asset sustainability requirements, to include the review and validation of the Environmental Quality submittal for the POM. Manage the development of an Environmental Quality IPL as part of the budgeting process.

2.12.6. Publish annual programming and POM processes/procedures or updates based on AFIMSC, HAF, and OSD funding policies/priorities, and ensure POM programming strategy and guidance is executed.

2.12.7. Provide support for delivering DAF-level information and briefings for annual POM program reviews with HAF and OSD, SAF/FM Load Sheets, Budget Estimate Submission “J-Book,” President’s Budget Justification Book (i.e., “J-Book”), Staffer Day preparation, and other PEM duties, as applicable.

2.12.8. Obtain validated and prioritized Environmental Quality requirements from AFCEC for an Asset Management and AFCOLS-based integrated program that ensures compliance with environmental laws, regulations, E.O., DoD, and DAF policies.

2.12.9. Coordinate with appropriate organizations on policy, oversight, POM, and engagement for Environmental Quality programs/requirements.

2.12.10. Provide resource advocacy for environmental remediation outside the U.S. in accordance with DAFI 32-7091, *Environmental Management Outside the United States*.

2.12.11. Coordinate with appropriate organizations on policy, oversight, POM, and engagement for environmental remediation outside the U.S. in accordance with DAFI 32-7091.

2.12.12. Provide resource advocacy and coordinate with appropriate organizations on oversight, POM, and engagement for the EIAP, and DAFI 32-7091.

2.12.13. Direct support from AFCEC in the conduct of the AFIMSC, Inspector General (AFIMSC/IG) self-inspection process.

2.12.14. AFIMSC through its Detachments will:

2.12.14.1. Conduct Site Assistance Visits and support The Inspection System, in accordance with DAFI 90-302, *The Inspection System of the Department of the Air Force*, and external Environmental Inspection Process (EIP), including augmentation of the USAFE-AFAFRICA and PACAF IG teams and conducting continual evaluations.

2.12.14.2. Assist overseas installations with programming and execution requirements, and if needed, identify and program requirements, on behalf of the installation, using DAF-approved project management software.

2.12.14.3. Provide direct installation support by initiating new permit applications, writing plans, and completing plan updates and permit renewals for overseas installations.

2.12.14.4. Serve as an installation advocate and focal point for execution, addressing regional or Host Nation issues, and leading regional enterprise initiatives.

2.12.14.5. Develop, acquire, and oversee contracts within its geographic span of control.

2.12.14.6. Provide support to USAFE-AFAFRICA and PACAF ESOHCs, as appropriate, in the form of performance measurement dashboards, informational and status briefings,

and participation on MAJCOM ESOH working groups. Support each MAJCOM ESOHC in its performance of an annual Environmental Management Review.

2.12.14.7. Oversee execution to ensure the installation's EMS and environmental programs are maintained to achieve stated DAF environmental goals and document this information in eDASH/VEMO as appropriate.

2.12.14.8. Program, review, evaluate, validate and execute projects or opportunities.

2.12.14.9. Maintain media program experts and an intermediate capability between the installations and HAF for installations outside the U.S.

2.12.14.10. Assist installations in the development and execution of corrective and preventive actions to address regulatory inspection and Air Force inspection findings for CFT and ESOHC review and approval, as requested.

2.12.15. AFIMSC through AFCEC will:

2.12.15.1. Maintain centralized responsibility for executing an effective DAF EMS and environmental programs in support of DAF installations. This includes providing standardized EMS and program execution procedures to manage all DAF EMS organizational levels, and implementing processes to ensure compliance, reduced risk, and continual improvement.

2.12.15.2. Support the HAF, AFIMSC, AFCEC, and installation-defined objectives, targets, and tasks by maintaining environmental programs under an effective EMS and risk management framework in accordance with AFPD 32-70. This includes addressing environmental risks by establishing installation or program specific objectives, targets, and tasks. Also, by documenting objectives, targets, and associated tasks in the eDASH Environmental Action Plan (EAP) Tool and reviewing at least annually.

2.12.15.3. Support base self-inspections through maintenance of and assistance with Environmental shop- and program-level Self-Assessment Checklists (SACs) in the IG's Management Internal Control Toolset (MICT) database and the Air Force Inspections module of the eDASH Enforcement Actions, Spills, and Inspections Environmental Reporting (EASIER) database.

2.12.15.4. Conduct Site Assistance Visits, support The Inspection System, in accordance with DAFI 90-302, and support the external EIP, including augmenting the MAJCOM/FLDCOM IG's UEI team and conducting continual evaluations.

2.12.15.5. Assist in the collection, quality assurance, and analysis of data including environmental performance monitoring and reporting for the DoD and HAF ESOHC Management Reviews, Defense Environmental Programs Annual Report to Congress (DEPARC), life cycle analysis of DAF projects and processes, and natural and built infrastructure sustainability status reporting.

2.12.15.6. Communicate DAF EMS and environmental requirements, updates, information, and data call requests to DAF installation/wing commanders.

2.12.15.7. Assist in integrating operational and environmentally sustainable concepts into planning, architectural design guidance, project, and program scope, and contracting.

2.12.15.8. Analyze and identify trends, distribute analysis, and communicate performance and compliance status to SAF/IEE, AF/A4C, and MAJCOMs/FLDCOMs for DAF compliance performance. Propose corrective actions and lessons learned, through recurring Environmental Management Reviews, and performance dashboards using eDASH as needed.

2.12.15.9. Provide a comprehensive mid-year and end-of-year management review of DoD and other DAF established environmental metrics to AF/A4CA, and a more summarized program review to SAF/IEE as required.

2.12.15.10. Provide SMEs for Environmental Quality and sustainability programs to support the environmental media areas described in AFPD 32-70.

2.12.15.11. Have an advisory/integrating role in weapons system pollution prevention and provide review of Joint Capabilities Integration and Development System documents to provide inputs on needed environmental or natural infrastructure capabilities.

2.12.15.12. Provide technical and standardized guidance to include developing, writing, and coordinating technical criteria, non-directive guidance, and doctrine (e.g., playbooks, environmental technical letters, Environmental Management Plan [EMP] templates, handbooks, and pamphlets) for the DAF EMS and its environmental programs, including recommendations for policy implementation. Provide reach back support to installations by participating in activities to solve complex environmental issues.

2.12.15.13. Interface with the DoD RECs, other federal, state, local, and Tribal agencies, officials, and regulators, interested stakeholders and non-governmental organizations, and to communicate DAF operational needs, risks and liabilities.

2.12.15.14. Monitor and analyze international, federal, state, and local legislative and regulatory proposals to determine risk to DoD/DAF missions.

2.12.15.15. Perform data trend analysis for DoD/DAF metrics using MICT SACs and environmental dashboards on eDASH.

2.12.15.16. Provide technical expertise to identify environmental risks/aspects for the DAF organizational-level EMS. Review Enterprise Risks in the eDASH Risk/Aspect Inventory Tool at least annually and provide analysis or updates, as needed.

2.12.15.17. Establish programmatic EAPs to address high priority, enterprise-level environmental risks/aspects to address activities with significant impact on the environment, as needed.

2.12.15.18. Participate in the Environmental Program Working Group (EPWG) and support and/or lead chartered panels or working groups.

2.12.15.19. Participate in DoD/HAF steering committees and working groups as subject matter and technical experts.

2.12.15.20. Participate in the AF/A4C education and training process by establishing an Environmental Education and Training Working Group responsible for identifying education and training resources and opportunities for the field. Obtain HQ USAF, Deputy Chief of Staff for Manpower, Personnel, and Services (AF/A1) approval of additional duty environmental education and training requirements.

2.12.15.21. Oversee the implementation of DAF environmental policy, instructions, and guidance at DAF installations, as a focal point.

2.12.15.22. Manage the DAF-wide standardized and organizational-level EMS as shown in [Attachment 2](#) of this instruction. Determine USAF and USSF EMS appropriate facilities and document on eDASH.

2.12.15.23. Identify, develop, and report PPBE inputs, in coordination with AFIMSC, ANGRC, and AFRC, of natural and built infrastructure asset sustainability requirements eligible for Environmental Quality funds, and needed to sustain readiness and comply with required Federal, State, and local environmental laws and regulations; permit conditions; legal or regulatory mandates; Overseas Environmental Baseline Guidance Document (OEBGD); standards in country-specific Final Governing Standards (FGS); and obligations under binding International Agreements (e.g., NATO and SOFA). Manage the natural resource reimbursement account budgets and issue an annual call for budget proposals (See [Chapter 6](#) of this instruction).

2.12.15.24. Consult with MAJCOM/FLDCOM Acquisition Functions on Sustainable Procurement Process issues and provide appropriate guidance to the installations.

2.12.15.25. Support DAF Planning Readiness by collecting and reporting data on vital environmental parameters that could affect compliance with NEPA and EIAP, as identified in 2.7.13 of this instruction.

2.12.15.26. Maintain current EMS standard tools and dashboards on eDASH, including the HAF Dashboard.

2.12.15.27. Coordinate development and testing of all DAF enterprise-wide tools, such as eDASH, with the ANGRC and AFRC, as appropriate.

2.12.15.28. Support the operational aspects of environmental requirements for installations and operations worldwide.

2.12.15.29. Maintain media program experts and an intermediate capability between the installations and HAF. For installations located in the U.S., this capability is provided by AFCEC/CZ. NGB/A4V will serve as the liaison between ANG installations and AFCEC or HAF.

2.12.15.30. Develop, deliver, and host web-based and other environmental education/training courses, including support to Air Force Institute of Technology (AFIT) Civil Engineering School with the development and teaching of environmental courses.

2.12.15.31. Provide direct installation support by ensuring new environmental permit or permit renewal applications. Support installation Environmental Element personnel to ensure all permit applications are complete and accurate. Identify, track, and manage applicable permits in the eDASH Plans and Permits Tracker.

2.12.15.32. Provide direct installation support by assisting with completing new plans or plan updates to meet all applicable U.S. Environmental Protection Agency (EPA) regulations, and equivalent state laws and regulations. References to the principal federal environmental laws and regulations are included in [Attachment 1](#) to this instruction. Assist and support review, coordination, and publication of installation plans in the eDASH Tool

for Environmental Management Plans (T-EMP). Identify, track, and manage applicable plans in the eDASH Plans and Permits Tracker.

2.12.15.33. Provide support to the MAJCOM/FLDCOM ESOHCs in the form of performance measurement dashboards, informational and status briefings, and participation on MAJCOM/FLDCOM ESOH working groups.

2.12.15.34. Assist installations in complying with all applicable federal, state, local, and DAF environmental standards. Assist installations with the identification and elimination of circumstances that may lead to situations of noncompliance. Assist installations at overseas locations to comply with applicable international agreements, geographic combatant command, DoD, LEC, and DAF requirements.

2.12.15.35. Assist installations in the development and execution of corrective and preventive actions to address regulatory inspection and Air Force inspection findings for CFT and ESOHC review and approval, as requested.

2.12.15.36. Integrate operational controls for activities that have environmental risks/aspects to promote cost-effective planning, design, construction, Operations and Maintenance, repair, replacement, and disposal of the facility infrastructure and ensure that all life-cycle elements of facility programs are incorporated.

2.12.15.37. Participate in cross-functional working groups and chartered HAF environmental working groups and subordinate panels to help identify and develop strategies to achieve mandated objectives, targets, and tasks.

2.12.15.38. Engage with HAF, MAJCOMs/FLDCOMs, and installations on achieving goals of applicable E.O.s.

2.12.15.39. Provide engineering technical and professional support to MAJCOMs/FLDCOMs and installations for operational issues on pollution control facilities and equipment in support of environmental compliance programs and the DAF EMS. Includes implementation of energy and water conservation, and pesticides management programs.

2.12.15.40. Integrate pollution prevention, sustainable procurement process, ozone-depleting substances, greenhouse gas refrigerant management issues, and other sustainability requirements, across facility program management.

2.12.15.41. Integrate environmental risk and compliance burden reduction into decision-making processes.

2.12.15.42. Find technical solutions to recurring infrastructure compliance issues and incorporate appropriate requirements into DAF Operations and Maintenance documents.

2.12.15.43. Analyze deficiencies and develop corrective actions for Civil Engineering training and management.

2.13. The Headquarters, Air Force Reserve Command, Environmental and Asset Accountability Branch (AFRC/A4CA) will:

- 2.13.1. Determine AFR EMS appropriate installations/facilities and document on eDASH.
- 2.13.2. Provide direct installation support by programming environmental requirements using DAF-approved project management software.
- 2.13.3. Provide direct installation support by assisting AFR units with their permit or permit renewal applications and assist with completing new plans or plan updates to meet applicable U.S. EPA regulations, or state equivalents, such as Title 33 USC §§ 1251-1389, *Clean Water Act* (CWA), Title 42 USC §§ 6901-6992k, *Resource Recovery and Conservation Act* (RCRA), and Title 42 USC §§ 7401-7675, *Clean Air Act* (CAA).
- 2.13.4. Work with AFR units to program, review, evaluate, validate, and execute projects to ensure environmental compliance, protect the natural infrastructure, or implement pollution prevention opportunities.
- 2.13.5. Serve as an installation advocate and/or OPR for execution, addressing reserve component issues, and leading AFRC enterprise initiatives.
- 2.13.6. Develop, acquire, and oversee contracts within AFRC.
- 2.13.7. Work with AFCEC to provide support to AFR installation ESOHCs, in the form of performance measurement dashboards, informational and status briefings, and participation on MAJCOM ESOH working groups.
- 2.13.8. Identify and assist installations in complying with all applicable federal, state, local, and DAF environmental standards, including helping installations identify and eliminate circumstances that may lead to situations of noncompliance.
- 2.13.9. Assist installations in the development and execution of corrective and preventive actions for CFT and ESOHC review and approval, as requested.
- 2.13.10. Conduct Site Assistance Visits, support The Inspection System, in accordance with DAFI 90-302, and support the EIP, including supplementing MAJCOM IG UEI teams.
- 2.13.11. Work with AFCEC on all DAF-wide contracts, initiatives, data-calls, etc., as appropriate.
- 2.13.12. Participate in AF/A4C chartered panels and/or working groups to represent AFRC interests, as appropriate.

2.14. The Air National Guard Readiness Center (ANGRC), will:

- 2.14.1. Provide program guidance and manage the ANG organizational/multi-site EMS and its environmental programs to ensure compliance, reduce risk, and continual improvement.
- 2.14.2. Ensure self-inspections are completed in accordance with The Inspection System/EIP. Provide oversight and management of the ANG EIP using VEMO Environmental Data Assessment Reporting Tool (EDART).
- 2.14.3. Assist installations in the development and execution of corrective and preventive actions for CFT and ESOHC review and approval, as requested.

2.14.4. Provide direct installation support related to new environmental permit or permit renewal applications initiated by ANG installations.

2.14.5. Provide direct installation support by assisting with completing new plans or plan updates to meet applicable U.S. EPA regulations, or state equivalents.

2.14.6. Assist and support review, coordination, and publication of installation plans in the VEMO ePlan Tool.

2.15. The Air National Guard Logistics, Engineering, and Force Protection Directorate, Environmental Division (NGB/A4V) will:

2.15.1. Determine ANG EMS appropriate facilities and document on VEMO.

2.15.2. Serve as the liaison between ANG installations and HAF and AFCEC.

2.15.3. Provide SMEs for ANG Environmental Quality and sustainability programs. ANGRC environmental SMEs must:

2.15.3.1. Assist AFCEC SMEs when developing technical and standardization guidance to ensure they account for ANG authorities, capabilities, and resources while supporting the DAF EMS.

2.15.3.2. Provide reach back support to ANG installations by participating in activities/initiatives to resolve complex environmental issues. Provide technical guidance and consultation to ensure mission, technical initiatives, and objectives are met.

2.15.3.3. Support SAF/IEE, AF/A4C, and/or AFCEC in interfacing with outside agencies and regulators as it relates to ANG unique authorities and capabilities; consulting with government stakeholders and authorized Non-Governmental Organizations; and defending ANG operational needs and liabilities.

2.15.3.4. Participate in AF/A4C chartered panels and/or working groups to represent ANG interests, as appropriate.

2.15.3.5. Participate in DoD, HAF, and AFCEC working groups, as appropriate.

2.15.3.6. Perform data trend analysis and review MICT SACs.

2.15.3.7. Participate in the AFCEC education and training process by identifying ANG unique education and training requirements/resources.

2.15.3.8. Assist AFCEC in the development of revisions to the Environmental Quality Programming Guide, Standard Titles, and Scoring Model to ensure ANG interests, capabilities, and resources are addressed.

2.15.4. Program, budget, and allocate resources to achieve ANG EMS objectives, mitigate significant risks, achieve compliance, and validate and submit ANGRC and ANG installation environmental requirements using the VEMO Environmental Programming Execution Tool (EPET).

2.15.5. Provide direct installation support by ensuring environmental requirements are programmed using VEMO EPET.

2.15.6. Program, review, evaluate, validate, and execute ANG centralized projects to ensure environmental compliance, protect natural infrastructure, or implement pollution prevention opportunities, when centrally managed projects are beneficial to the ANG.

2.15.7. Provide support to the ANG ESOH Steering Committee in the form of ANG Environmental Management Review, performance measurement dashboards, informational and status briefings, and participation on ESOH working groups. Ensure ANG ESOH Steering Committee performs an annual review of ANG EMS performance.

2.15.8. Identify federal requirements and assist ANG installations in complying with all applicable federal, state, local, and DAF environmental standards.

2.15.9. Review new environmental permit applications (or similar requirements) and/or provide permit renewal applicability support and quality assurance.

2.15.10. Assist ANG installations in developing and complying with support agreements and similar support type documents (e.g., memorandums of understanding, memorandums of agreement, etc.) to ensure ANG interests, resources, and capabilities are addressed.

2.15.11. Assist ANG tenant organizations to ensure host installations provide the identified support within the applicable support document.

2.15.12. Assign environmental functionals to provide the first line of support for ANG installations, including participation in the eDASH Accessible Knowledge for Sustainable Resources (ANSR) process for all ANG inquiries.

2.15.13. Coordinate with ANG installations when DoD/DAF directives request support, information, and/or data from ANG installations to assist in meeting DoD/DAF requirements that require ANG participation.

2.15.14. Establish, document, and maintain a prioritized listing of installation risks/aspects in the VEMO Enterprise Aspect Inventory. Risk assessment methodology will be used to identify, evaluate, and prioritize a list of environmental risks/aspects that maximize mission performance and mitigate risk.

2.15.15. Develop ANG objectives and assign targets/tasks as needed to installations to support ANG-wide target implementation and achievement of objectives.

2.15.15.1. Regularly review ANG objectives and targets and monitor ANG environmental performance.

2.15.15.2. Evaluate ANG proposed objectives and targets against the pollution prevention hierarchy and monitor installation targets assigned by the ANGRC that support ANG objectives and targets.

2.15.15.3. Review and monitor objectives and targets at CFT meetings to provide input on ANG strategic vision, goals, and objectives for consideration during the investment planning process.

2.15.16. Conduct Site Assistance Visits and support The Inspection System, in accordance with DAFI 90-302, and all EIPs, including supplementing the Gaining Major Command (GMAJCOM) IG UEI teams. Document findings in VEMO EDART.

2.15.17. Maintain current EMS and other environmental standardized tools on VEMO.

2.15.18. Participate in the development of DAF environmental publications that apply to ANG organizations.

2.15.19. Identify and report environmental compliance status, trends, and results to the ANG ESOH Steering Committee and during the annual HAF Environmental Management Review.

2.15.20. Work with AFIMSC through AFCEC on all DAF-wide contracts, initiatives, data-calls, etc., as appropriate.

2.15.21. Analyze regulatory environmental compliance data and other environmental information for ANG installations.

2.15.22. Assist installations in the development and execution of corrective and preventive actions for CFT and ESOHC review and approval, as requested.

2.15.23. Review and validate installation corrective and preventive actions developed for deficiencies identified during regulatory or DAF inspections as needed.

2.15.24. Each ANG Federal Environmental Manager (EM) will serve as the EMS Coordinator. No appointment letter is required unless another person must be appointed EMS Coordinator.

2.16. The Headquarters, Air Education Training Command will:

2.16.1. Incorporate AF/A1-approved environmental training requirements and AFCEC subject matter expertise into its basic training, Professional Military Education, and technical training programs, as appropriate.

2.16.2. Coordinate with AFCEC and ANGRC to ensure education and training content is technically accurate and current with relevant environmental laws, regulations, and DoD/DAF policy.

2.17. The MAJCOM/FLDCOM Commander and/or ESOHC Chair (includes ANGRC and AFRC; unless explicitly identified, ANGRC will fulfill the role of the MAJCOM for the ANG) will:

2.17.1. View the installations' EMS status and evaluate environmental risks, at least annually, by using the online reporting and analysis tools managed by AFCEC (e.g., eDASH), and provide appropriate direction to the Installation. **Exception:** ANGRC/CC receives updates on EMS status from NGB/A4V, unless AFIMSC receives a request to provide additional information through AFCEC.

2.17.2. Provide direction to Installation Commanders or ANG State Adjutant Generals (i.e., ESOHC Chairs) to fulfill EMS responsibilities.

2.18. The MAJCOM/FLDCOM Bioenvironmental Engineering will:

2.18.1. Assist installations in resolving DAF drinking water violations and other potential health risk issues associated with Title 42 USC §§ 300f-300j-26, *Safe Drinking Water Act* (SDWA).

2.18.2. Assist installations in identifying and eliminating circumstances that may lead to Title 42 USC §§ 300f-300j-26, SDWA, situations of noncompliance.

2.18.3. Notify the Air Force Medical Command (AFMED) Aerospace and Operational Medicine Division of noncompliance situations based on potable water quality sampling at the

installation- level within one business day of being notified by the installation Bioenvironmental Engineer or other installation authority.

2.18.4. Coordinate with DHA-Public Health to ensure drinking water surveillance associated with the protection of public health is planned, programmed, and budgeted, and coordinate with AFMED Aerospace and Operational Medicine Division to ensure required reporting is appropriate and timely.

2.18.5. Support, review, and validate 42 USC §§ 300f-300j-26, SDWA, responses to higher headquarters data calls (e.g., OSD, DEPARC, etc.).

2.19. The Installation/Center Commander (or appropriate organizational level) will:

2.19.1. Ensure the installation complies with all applicable DoD, Defense Health Agency (DHA), and DAF policies and instructions; and federal, state, and local environmental laws, regulations, and standards as required by DoDI 4715.06, *Environmental Compliance in the United States*. Installations overseas must comply with applicable overseas policies and requirements, including the provisions of DoDI 4715.05, *Environmental Compliance at Installations Outside the United States*; country-specific FGS or DoD Manual (DoDM) 4715.05, *Overseas Environmental Baseline Guidance Document (OEBGD)*, Volumes 1-5, whichever applies; DAFI 32-7091; and the obligations of any binding international agreements.

2.19.2. Sign all formal environmental regulatory agreements and permits on behalf of the installation as required by the above-mentioned standards. Serve as Responsible Official for applicable permits.

2.19.3. Establish a multi-site or installation-level EMS in accordance with AFRPD 90-8 and this instruction. **Exception:** ANG installations must also conform to the ANG organizational-level multi-site EMS. The EMS will:

2.19.3.1. Ensure environmental installation risks and associated aspects of installation mission activities are identified, captured, and addressed in accordance with AFRPD 90-8 and this instruction. **Exception:** ANG installations support the ANGRC in establishing the ANG Enterprise Aspect Inventory, as needed.

2.19.3.2. Identify applicable legal and other requirements, including state and local regulations. Maintain these requirements on eDASH/VEMO.

2.19.3.3. Ensure education and training for employees (including contractor personnel), as required by legal requirements, DoD, DAF, or local policies.

2.19.3.4. Ensure performance of self-inspections in accordance with The Inspection System/EIP.

2.19.3.5. Provide resources to maintain EMS conformance.

2.19.3.6. Maintain EMS best practices/procedures/supplements on eDASH/VEMO. **Note:** This does not replace AFRIMS recordkeeping requirements.

2.19.3.7. Utilize AFCEC or ANGRC-approved tools for EMS maintenance and continual improvement.

2.19.4. Ensure the establishment of an installation wide or multi-site CFT and appointment of a CFT chair.

2.19.5. Approve all EMPs as required by DoD/DAF policy or regulations. **Note:** The approval can be provided as a signature or as documented in ESOHC meeting minutes, eDASH T-EMP, and/or VEMO ePlan Tool, unless otherwise specified by regulation or DoD policy.

2.19.6. Establish and maintain the environmental media area programs within Civil Engineering described in AFPD 32-70 to consider media-specific impacts related to DAF activities and achieve compliance with applicable environmental requirements. **Note:** See Air Force Manual (AFMAN) 32-7002, *Environmental Compliance*, for more detailed guidance for establishing, operating, and sustaining these program areas.

2.19.7. Establish and maintain environmental conservation programs within Civil Engineering described in AFPD 32-70 to protect important natural and cultural resources, ensure environmental stewardship, and support effective DAF mission operations with minimum encroachment. **Note:** See DAFMAN 32-7003, *Environmental Conservation*, for more detailed guidance for establishing, operating, and sustaining these program areas.

2.19.8. Establish procedures for communication with appropriate external parties, including Native American tribes as described in DAFI 90-2002, *Interactions with Federally Recognized Tribes*.

2.20. The Installation Environmental, Safety, and Occupational Health Council (ESOHC) will:

2.20.1. Facilitate the Environmental Management Review to determine the adequacy, suitability, and effectiveness of the installation's EMS. **Note:** This review is equivalent to the Program Management Review required by DAFI 90-801.

2.20.2. Review changes to the installation's environmental risks and associated aspects at least annually.

2.20.3. Ensure installation objectives, targets, and tasks are developed to improve environmental performance and mitigate environmental risks.

2.20.4. Provide senior leadership input and direction for EMS continual improvement.

2.21. The Installation Environmental, Safety, and Occupational Health Council (ESOHC) Chair will:

2.21.1. Approve Environmental Management Reviews at least once per fiscal year during installation ESOHC meetings to ensure conformance with the requirements of this instruction and eDASH/VEMO Management Review Tool performance grading criteria.

2.21.2. Document, maintain, and annually review and approve objectives, targets, and tasks in the eDASH EAP Tool. **Exception:** ANG installations must support and implement their ANG objectives and targets assigned from ANGRC. ANG installations may develop installation specific targets that support ANG objectives and targets in the VEMO Objectives and Targets Tool.

2.21.3. Appoint a primary and alternate CFT Chair in writing, who must be no lower than a deputy group commander/director or equivalent position. The CFT chair determines CFT membership and specifies members required to attend, as appropriate.

2.21.4. Appoint an Installation EMS Coordinator in writing, as appropriate and in accordance with [Paragraph 2.24.10](#) of this instruction.

2.21.5. Ensure organizational and/or squadron commanders appoint primary and alternate Unit Environmental Coordinators (UECs) as appropriate.

2.22. The Installation Cross-Functional Team (CFT) will:

2.22.1. Support the ESOHC by implementing and maintaining an EMS. **Exception:** ANG installations must also conform to the ANG EMS.

2.22.2. Meet quarterly to plan Environmental Management Reviews and provide organizations' input on environmental issues to the CFT membership. **Exception:** ANG installations with less than three hundred full-time personnel may adjust the frequency of meetings based on available resources through coordination and concurrence with the ANG ESOH Steering Committee in accordance with DAFI 90-801.

2.22.3. Identify a prioritized list of environmental installation risks and associated aspects using risk-assessment methodology. Review and approve the installation's environmental risks and associated aspects at least annually or as activities, products, and/or services change. **Exception:** ANG installation CFTs will support the ANG Enterprise Aspect Inventory using environmental databases (i.e., Air Program Information Management System [APIMS], Enterprise Environmental, Safety, and Occupational Health-Management Information System [EESOH-MIS], etc.).

2.22.4. Develop installation-level EAPs, including objectives, targets, and tasks, for identified environmental installation risks to improve, eliminate, or decrease impacts (as determined by the CFT). Implement DAF environmental objectives, targets, and tasks per the DAF programmatic EAPs on eDASH/VEMO. **Exception:** ANG installation CFTs will continue to identify and evaluate and improvements and as necessary, develop installation targets to supplement ANG objectives and help minimize environmental risks.

2.22.5. Identify resource requirements (i.e., manpower, equipment, training, project funds, etc.) to address environmental risks/aspects using eDASH/VEMO tools and the PPBE process described in [Chapter 6](#) of this instruction. Environmental Quality funds, Civil Engineering Operations and Maintenance funds, or other non-environmental funded sources should be explored.

2.22.5.1. Provide input on installation strategic vision and goals for consideration during the investment planning process.

2.22.5.2. Participate in and provide updates to Activity Management Plans and Base Comprehensive Asset Management Plan development. Incorporate pollution prevention objectives, targets, and tasks developed by other working groups into the EAPs.

2.22.6. Ensure DAF EMS/ANGRC EMS procedures are supplemented, maintained, reviewed, and approved annually, as required. Supplements should reflect installation-specific business practices that implement each EMS element and program overviews should provide an 'at-a-glance' summary of the installation's programs.

2.22.7. Maintain EMS documentation on eDASH/VEMO to ensure EMS conformance with this instruction.

2.22.8. Ensure operational controls are documented (e.g., eDASH, VEMO, EMPs, etc.) and implemented to minimize impacts, manage environmental risks/aspects, and meet legal and other requirements.

2.22.9. Review the status of all EMPs on behalf of the ESOHC at least annually as part of the annual Environmental Management Review process. Only major revisions require coordination by the ESOHC and approval by the installation commander, and/or in accordance with host installation procedures. Unless restricted by DoD policy or regulatory requirements, minutes of the ESOHC meeting can be used to document coordination/approval of the ESOHC without need for actual signature(s).

2.22.10. Identify EMS and other environmental training requirements. **Exception:** ANG installations must develop an environmental training matrix that identifies the requirement, personnel affected, frequency, and training material. ANG installations must document all training accomplished, to include rosters and training material if provided by the installation.

2.22.11. Review adequacy of the installation environmental commitment statement in support of the DAF Environmental Policy (i.e., AFPD 90-8 and this instruction), and recommend changes, at least annually. **Exception:** ANG installations will review their communication strategy for AFPD 90-8, and recommend changes and evaluate effectiveness, at least annually.

2.22.12. Evaluate EIP deficiencies and determine which deficiencies require senior leadership review/action. Any deficiencies open for longer than twelve months must be reviewed during CFT meetings and briefed to the ESOHC until closed.

2.23. The Installation Cross-Functional Team (CFT) Chair will:

2.23.1. Represent management to ensure the development of compliance and pollution prevention requirements using EAPs, the implementation and maintenance of the requirements within the EMS framework and reflect the direction of the ESOHC.

2.23.2. Report to the ESOHC on the performance and progress of the EMS, including recommendations for improvement.

2.23.3. Facilitate and support the annual Environmental Management Review process, or as delegated.

2.23.4. Develop a CFT Charter and designate CFT organizational membership. The CFT may also work with other established working groups (e.g., Installation Facilities Board, HMMP Team, Installation Encroachment Committee, etc.), as needed.

2.23.5. Facilitate quarterly CFT meetings in conjunction with the EMS Coordinator. Meeting minutes must be approved and distributed within calendar 30 days.

2.23.6. Review and approve the installation's Risk/Aspect Inventory at least annually.

2.23.7. Review and approve corrective actions for program-level self-inspections/UEI deficiencies.

2.23.8. Ensure the ESOHC is briefed on deficiencies requiring senior leadership review and any corrective actions open longer than twelve months.

2.23.9. Involve the Installation Emergency Manager when appropriate, to ensure emergency response planning in accordance with DAFI 10-2501, *Emergency Management Program*, supports the EMS.

2.24. The Installation EMS Coordinator will:

2.24.1. Develop CFT meeting agendas and schedules in conjunction with the CFT Chair.

2.24.2. Highlight EMS Best Management Practices at CFT meetings.

2.24.3. Provide day-to-day support to the CFT and Team Chair.

2.24.4. Function as the secretary for the CFT, including drafting meeting minutes.

2.24.5. Support Environmental Management Reviews (i.e., ESOHC meetings) and EIP.

2.24.6. Identify resource requirements and communicate requirements to AFCEC/CZ for programming. **Exception:** ANG installations program and communicate requirements to ANGRC.

2.24.7. Review and update the installation EMS procedures/supplements on eDASH/VEMO at least annually in accordance with this instruction.

2.24.8. Maintain current EMS documentation on eDASH/VEMO. **Note:** This does not replace AFRIMS recordkeeping requirements.

2.24.9. Attend EMS Coordinator training in accordance with [Chapter 4](#) of this instruction.

2.24.10. For USAF, USSF, and AFR units/bases, the EMS Coordinator will be the Branch Chief of the Civil Engineer Squadron, Installation Management Flight, Environmental Element unless otherwise delegated by the ESOHC Chair. For ANG, the federal EM will be the EMS Coordinator unless otherwise appointed in accordance with this instruction.

2.24.11. Document CFT membership on eDASH/VEMO and ensure currency.

2.25. Organization and/or Squadron Commanders/Directors will:

2.25.1. Ensure environmental compliance within the organization.

2.25.2. Support DAF programmatic, installation, and organization-specific EMS objectives, targets, and tasks managed within the installation EMS.

2.25.3. For units identified by ESOHC, appoint primary and alternate UECs, in writing, and ensure appointee designations are current. Ensure UECs attend and participate in CFT meetings, as requested. **Exception:** ANG Drill Status Guardsmen may not be appointed as a UEC. **Note:** Organization and/or squadron commanders/directors may appoint UECs at appropriate levels within their unit to mitigate installation risks and associated aspects (e.g., units with a large environmental footprint/greater risk should consider appointing UECs from shops to group-level, or equivalent units).

2.25.4. Implement corrective and preventive actions for identified environmental deficiencies in accordance with DoDI 4715.05 and DoDI 4715.06.

2.25.5. Ensure personnel receive the appropriate level of environmental education and training commensurate with their daily duties.

2.25.6. Ensure UECs maintain continuity binders (e.g., physical binders, UEC Toolkit, VEMO shop pages, etc.) and turnover documentation to new UECs.

2.25.7. Report progress and closure of environmental/EMS deficiencies to the Civil Engineer Squadron, Installation Management Flight, Environmental Element, or ANG Installation Environmental Management Office (EMO).

2.26. The Base Civil Engineer (BCE) will:

2.26.1. Establish a process to ensure usage, spills, and environmental releases are reported in the eDASH EASIER database within twenty-four hours or one business day, to include expedited reporting of AFFF and F3 usage, spills, and releases in accordance with [Chapter 7](#) of this instruction.

2.27. The Civil Engineer Squadron, Installation Management Flight, Environmental Element, and ANG Installation Environmental Management Office (EMO) will:

2.27.1. Serve as the lead and technical representative and consultant for the installation's environmental programs.

2.27.2. Serve as the EMS Coordinator, unless otherwise delegated by the ESOHC Chair.

2.27.3. Serve as a member of the CFT.

2.27.4. Provide information for higher HQ data calls, which involves entering data in official DAF databases (e.g., EESOH-MIS, eDASH/VEMO, etc.).

2.27.5. Manage Environmental Quality programs locally and in accordance with AFRPD 32-70 to ensure installations comply with all applicable laws, regulations, and other requirements.

2.27.5.1. Ensure a process is in place for identifying new and emerging state, regional, and local requirements.

2.27.5.2. Function as the overall environmental lead and consultant for the installation and assume responsibility for all day-to-day environmental compliance issues, unless otherwise specified in a host-tenant support agreement.

2.27.5.3. Obtain direct support from AFCEC, ANGRC, or AFRC, as appropriate for PPBE requirements, interpretation of technical and policy guidance, addressing compliance issues, writing/updating required plans, and obtaining/renewing permits.

2.27.5.4. In situations where the host installation does not take the lead, an agreed-upon decision approved by both parties identifies responsibilities for managing all environmental requirements. **Note:** See AFI 25-201 for more information.

2.27.5.5. ANG installation EMOs will ensure that they identify and track applicable plans and permits in the VEMO Plans and Permits Tracker.

2.27.6. Support management of the ESOHC with installation ESOH functional offices in accordance with DAFI 90-801.

2.27.7. Support identification, development, and maintenance of operational controls in accordance with DoD/DAF policy directives.

2.27.8. Coordinate and plan internal program-level self-inspections in accordance with DAFI 90-302 and [Chapter 8](#) of this instruction. Track deficiencies to closure using the eDASH

EASIER database or VEMO EDART. Participate in wing-level IG inspections whenever possible. **Note:** Environmental staff can conduct annual workplace/facility inspections and unit environmental assessments independent of the IG.

2.27.9. Serve as liaison with external stakeholders on installation environmental issues that may also require coordination with installation/state PA and/or SJA.

2.27.10. Coordinate with AFCEC/CZ to ensure permit applications are complete and accurate. Notify the Installation Commander, installation SJA, AFCEC/CZ, and/or ANGRC of any written notices of noncompliance from regulatory agencies.

2.27.11. Coordinate with the installation Contracting Officer to ensure appropriate environmental requirements are included in contracts and to provide guidance for contractors working on the installation. **Exception:** ANG installations will coordinate with the state Contracting Office.

2.27.12. Support the installation Contracting Organization in implementing the Sustainable Procurement Process consistent with DoDI 4105.72, Procurement of Sustainable Goods and Services, other DAF policy and strategies.

2.27.13. Designate a primary and alternate System Authorization Access Request Administrator to manage system access privileges for EESOH-MIS. **Exception:** ANG EMOs may perform this responsibility due to organizational differences.

2.27.14. Develop and maintain installation environmental program procedures/supplements to USAF, USSF, and ANGRC policies and procedures on eDASH/VEMO and review annually.

2.27.15. Ensure operational personnel at the unit and shop level are aware of and trained on applicable requirements related to environmental compliance, such as permit required recordkeeping and regulatory required equipment monitoring/inspections.

2.28. Unit Environmental Coordinators (UECs) will:

2.28.1. Serve as the EMS conduit between the installation environmental function and their unit.

2.28.2. Attend CFT and other working group meetings as requested.

2.28.3. Advise the work area supervisor on any EMS and environmental policies.

2.28.4. Manage and monitor the EMS requirements for the unit, including providing any information required for installation environmental and sustainability performance indicators.

2.28.5. Participate and support EMS and environmental compliance inspections and assist with developing corrective actions to address identified deficiencies.

2.28.6. Attend UEC training in accordance with [Chapter 4](#) of this instruction.

2.28.7. Maintain continuity binder to ensure successful turnover of documentation to new UECs.

2.29. Installation or State Staff Judge Advocate (SJA) will:

2.29.1. Provide legal advice to the Installation Commander, Environmental Element, ANG Installation EMO, and any other installation personnel regarding compliance with relevant

environmental laws. Request support from and coordinate with the Regional Counsel Office (RCO), AF/JAOE-Field Support Center, Environmental Liaison Officers, Utility Law Field Support Center, and/or NGB General Counsel (NGB-GC), as needed.

2.29.2. Participate in installation CFT meetings to provide legal advice and direction.

2.29.3. Participate in the EIP and review findings for accuracy, as requested.

2.29.4. Coordinate with the RCO, AF/JAOE, and/or NGB-GC on all compliance agreements/orders and other dispute resolution issues.

2.30. Installation Contracting Office and/or NGB Joint Force HQ Contracting Office for ANG will:

2.30.1. Include appropriate installation-specific EMS requirements and contract clauses, such as Federal Acquisition Regulation (FAR) 52.223-19, *Compliance with Environmental Management Systems*, into contracts with potential to negatively impact the environment, after consultation with the Base Civil Engineering, Bioenvironmental Engineering, SJA, and other installation offices.

2.30.2. Ensure contracts require contractor employees to receive EMS awareness and other appropriate environmental training and ensure proof of completion available to the contracting office.

2.30.3. Participate in installation CFT meetings to provide contracting advice and direction.

2.30.4. Support the installation's Sustainable Procurement Process in accordance with DoDI 4105.72.

2.30.5. Communicate applicable EMS/environmental procedures and requirements to suppliers and service providers, including contractors, in accordance with FAR 52.223-5, *Pollution Prevention, and Right-to-Know Information*. **Exception:** ANG Installation Contracting Offices and/or the NGB Joint Force HQ Contracting Office for ANG will ensure contractors receive the environmental requirements package/documentation developed by the ANG installation Environmental Management Office and contact information, including the primary installation environmental point of contact.

2.31. Installation PA or NGB-PA will:

2.31.1. Support the installation EMS as liaison between the installation and external communities by assisting with procedures for communicating environmental installation risks and associated aspects of the installation's EMS and environmental programs, and input for media publications.

2.31.2. Fulfill the environmental responsibilities in DAFI 35-101, *Public Affairs Operations*, and notify the installation environmental function of any changes and/or updates to the Instruction.

2.31.3. Participate in installation CFT meetings to provide internal and external communication advice and direction.

Chapter 3

LEADERSHIP COMMITMENT

3.1. Environmental Policy and Commitment Statement.

3.1.1. AFPD 90-8 is the ESOH policy for the DAF. All persons working for or on behalf of the DAF must be aware of this policy. **(T-1)**

3.1.2. Each multi-site and installation EMS must develop an environmental commitment statement (e.g., visual aid, memorandum) to indicate leadership support, including specific mission requirements and regional/local environmental concerns and commitments to continual improvement (e.g., Employee-vehicle Certification and Reporting Systems [ECARS] in place at certain installations), pollution prevention, compliance with relevant environmental laws and regulations, E.O.s, DoD, and DAF policy. **(T-0)** The statement must be:

3.1.2.1. Documented on the installation eDASH or ANG VEMO site. **(T-1)**

3.1.2.2. Communicated to and understood by all persons working for, or on behalf of the installation. **(T-1)**

3.1.2.3. Made available to the public upon request. **(T-3)**

3.1.2.4. Reviewed and approved by the CFT and ESOHC at least annually and updated as needed. **(T-1)** Document annual reviews on eDASH/VEMO (e.g., minutes, tools, supplements). **(T-1)**

3.1.3. Each multi-site and installation EMS will supplement this instruction or ANG procedures using eDASH/VEMO to clarify and document organization-specific processes related to communicating AFPD 90-8 and the installation's environmental commitment statement. **(T-3)**

3.2. Communication.

3.2.1. Department of the Air Force Policy Directive (DAFPD) 35-1, *Public Affairs Management*, DAFI 35-101, and DAFI 90-2002 provide specific guidance for both internal and external communications to satisfy external regulations and DAF requirements.

3.2.2. Each multi-site and installation EMS will supplement this instruction or ANG procedures using eDASH/VEMO to clarify and document organization-specific process related to internal and external communication. **(T-3)** The supplement will include:

3.2.2.1. Internal and external communication methods. **(T-3)** **Exception:** ANG installation supplements must also include the Installation Public Affairs (PA) representative and/or office symbol and phone number. **(T-3)**

3.2.2.2. Procedures for responding to external interested parties. **(T-3)**

3.2.2.3. Procedures for communicating with contractors and suppliers. **(T-3)**

3.3. Management Review.

3.3.1. ESOHCs and ESOH Steering Committees (e.g., HAF, MAJCOMs/FLDCOMs, ANGRC, and installations) must conduct Environmental Management Reviews at least once

per fiscal year to ensure conformance with the requirements of DoDI 4717.17. **(T-0) Note:** The overall DAF EMS is in conformance if 90% of appropriate facilities/organizations are judged to be in conformance with the DAF EMS as defined in this instruction.

3.3.1.1. AFCEC will participate in or support HAF, MAJCOM/FLDCOM, and installation-level ESOHC Environmental Management Review that conveys the effectiveness of environmental programs in the form of performance measurements and/or performance indicators, EMS effectiveness status, and informational briefings. **(T-1)** Use eDASH dashboards as appropriate to increase the efficiency of processes to view environmental data. Participate in PSU/MAJCOM/FLDCOM ESOH working groups.

3.3.2. The EMS Coordinator, or designee, will document reviews in the eDASH/VEMO Management Review Tools. **(T-1)**

3.3.3. Each multi-site and installation EMS must supplement this instruction using eDASH/VEMO, to include documenting the frequency of reviews (e.g., once/twice per fiscal year, rolling) and organization-specific procedures related to management reviews. **(T-3)**
Note: ANG installations must also supplement ANG EMS procedures on VEMO. **(T-2)**

Chapter 4

RISK MANAGEMENT

4.1. Risks and Aspects.

4.1.1. Each multi-site and installation EMS must identify a prioritized list of environmental installation risks and associated aspects using risk-assessment methodology. **(T-0)** Air Force Civil Engineer Center, Environmental Directorate (AFCEC/CZ) will develop a DAF-wide significant environmental risks (i.e., “enterprise risks”) inventory and document in the eDASH Risk/Aspect Inventory Tool. **Exception:** ANG installation CFTs will support the ANG Enterprise Aspect Inventory using environmental databases (i.e., APIMS, EESOH-MIS, etc.). **(T-2)** ANG installations do not need to develop and maintain an independent inventory unless directed by the ANGRC.

4.1.2. Each multi-site and Active Duty/Reserve installation EMS will categorize installation risks as ‘Low,’ ‘Medium,’ ‘High,’ or ‘Extremely High’ in accordance with the risk matrices maintained in the eDASH Risk/Aspect Inventory and VEMO Enterprise Aspect Inventory Tools. **(T-1)** **Note:** Risk matrices are consistent with the intent of AFI 90-802, *Risk Management*.

4.1.2.1. Installation risks identified as ‘High’ or ‘Extremely High’ must be considered for an EAP in accordance with [Chapter 5](#) of this instruction. **(T-1)**

4.1.2.2. Installation risks identified as ‘Low,’ or ‘Medium’ do not require an associated EAP unless directed by the CFT and/or the ESOHC.

4.1.3. The installation’s CFT must review and approve the installation’s risks and associated aspects at least annually or as activities, products, and/or services change. **(T-1)** **Exception:** The ANG ESOH Committee must review the VEMO Enterprise Aspect Inventory at least annually. **(T-2)**

4.1.4. The installation’s CFT must communicate any changes to installation’s risks and associated aspects to the ESOHC (e.g., briefings, minutes). **(T-3)**

4.1.5. The installation environmental function documents installation risks and associated aspects in the eDASH Risk/Aspect Inventory and VEMO Enterprise Aspect Inventory Tools. **(T-1)**

4.1.6. Each multi-site and installation EMS must provide supplemental procedures to this instruction or ANG procedures using eDASH/VEMO to document organization-specific procedures related to risks and aspects. **(T-1)** Supplemental procedures must be reviewed annually and updated as needed. **(T-1)**

4.2. Legal and Other Requirements.

4.2.1. Each multi-site and installation EMS must provide supplemental procedures to this instruction or ANG procedures using eDASH/VEMO to document organization-specific procedures related to identifying applicable legal and other requirements (i.e., state and local regulations). **(T-1)** Supplemental procedures must be reviewed annually and updated as needed. **(T-1)**

4.2.2. AF/JAOE identifies and documents legal, regulatory, and other authority requirements applicable to DAF units on eDASH.

4.2.3. Each multi-site and installation EMS must reference relevant state, regional, and local legal and other requirements applicable to the installation (e.g., The Environmental Awareness and Management [TEAM] guides and supplements on Fedcenter.gov, regulatory websites, newsletters, etc.). **(T-1)**

4.3. Competence, Training, and Awareness.

4.3.1. All personnel that fall within the scope of the DAF EMS (e.g., military, civilian, ANG state employees, tenants, contractors, etc.) will receive EMS General Awareness training and other appropriate environmental training applicable to their daily duties in accordance with DoDI 4715.05, DoDI 4715.06, and DoDI 4715.17. **(T-0)** At a minimum, training should be provided upon arrival at the installation.

4.3.2. The Civil Engineer Squadron, Installation Management Flight, Environmental Element or ANG Installation Environmental Management Office must maintain environmental training materials and records on eDASH/VEMO, The Environmental Awareness Course Hub (TEACH), AFRC Network, myLearning, and/or other approved storage locations. **(T-1)** Installations must identify the location of records maintained elsewhere in eDASH/VEMO supplements and/or overviews. **(T-1) Note:** See the eDASH Education, Training, and Awareness page and/or VEMO's Training, Competence, and Awareness EMS element page for resources.

4.3.2.1. Individuals who manage or are directly involved with environmental media programs (e.g., air, water, hazardous waste, etc.) will receive appropriate media-specific training. **(T-3)** The Civil Engineer Squadron, Installation Management Flight, Environmental Element or ANG Installation Environmental Management Office will ensure training is provided at the frequencies prescribed in regulatory or DoD requirements. **(T-0)**

4.3.2.2. ANG EM will attend and complete the AFIT Civil Engineer School's Environmental Management (WENV) 101, Introduction to Environmental Management Course, or other ANGRC-approved equivalent training within the first year of appointment. **(T-1)** ANG EM may submit a request to waive this requirement based on existing experience and training through the ANGRC Environmental Management Branch, Training Manager.

4.3.2.3. Environmental training is required for all personnel designated as primary or alternate UEC. **(T-1)** At a minimum, training should be provided to personnel upon appointment. UEC training is available from AFIT's Civil Engineer School, AFCEC, ANGRC, or other resources as provided by the installation.

4.3.2.4. Senior leader environmental awareness training is required for the CFT Chair and ESOHC membership. **(T-1)** At a minimum, training should be provided to personnel upon assignment. Training for senior leaders is available in TEACH or other equivalent training provided by AFCEC, ANGRC, or other resources as provided by the installation.

4.3.2.5. EMS Coordinators will attend and complete the AFIT Civil Engineer School's WENV 020, EMS Coordinator Course, or other equivalent training provided by AFCEC

or ANGRC within 180 calendar days of appointment. **(T-1) Note:** ANG environmental personnel who are not tenants on USAF or USSF installations should plan to attend the ANG EMS Coordinator 101 Course. **(T-1) Exception:** ANG Environmental Managers may submit a request to waive this requirement to attend the AFIT WENV 020 instead, only if they are unable to attend the ANG EMS Coordinator 101 course for an approved reason.

4.3.2.6. Inspectors who lead EMS self-inspections and/or external inspections/UEIs will receive EMS audit training in accordance with DoDI 4715.17. **(T-0)** To meet this requirement, personnel must complete the AFIT WENV 350, EMS Auditing Course or equivalent. **(T-1)**

4.3.3. AFCEC/CZ and ANGRC must document relevant environmental training opportunities (e.g., training matrix) applicable to USAF, USSF, ANG, and AFR units or installations on eDASH/VEMO. **(T-1)**

4.3.4. Each multi-site and installation EMS must provide supplemental procedures to this instruction or ANG procedures using eDASH/VEMO to document organization specific procedures related to training, including the content, frequency, and audience for required training. **(T-1)** Supplemental procedures must be reviewed annually and updated as needed. **(T-3) Note:** ANG installations must also maintain a training matrix. **(T-1)**

4.4. Pollution Prevention.

4.4.1. Each multi-site and installation EMS will identify opportunities to optimize selected business, operational, or industrial processes or activities in terms of pollutant reduction, lower energy use, reduction in the use of natural resources, water conservation, and improvements to health and safety. **(T-1)**

4.4.2. All organizational levels will track/identify pollution prevention efforts (e.g., Hazardous Process Authorization, Weapon System pollution prevention) using the eDASH EAP Tool and VEMO Objectives and Targets Tool. **(T-1)**

4.4.3. Organizational levels must plan and budget for pollution prevention opportunities, and for reporting pollution prevention investments to their ESOHCs, Steering Committees, Civil Engineering Governance Environmental Working Groups and CFTs, as required and appropriate. **(T-1)** Organizations will also identify programs related to sustainable procurement or acquisition of environmentally preferable products (e.g., Sustainable Procurement Process), and other sustainability requirements. **(T-1)** This can be incorporated in the EMS or into Base Comprehensive Asset Management Plans or other related programming and planning requirements/documents.

4.4.4. Organizational levels will consider a cost-benefit analysis when evaluating potential pollution prevention opportunities. **(T-1)**

Chapter 5

PLANNING

5.1. Environmental Action Plans (EAPs).

5.1.1. All organizational levels (e.g., HAF, AFCEC, AFRC, and installations) must establish at least one EAP in accordance with DoDI 4715.17. **(T-0)** AFCEC/CZ must establish programmatic EAPs and ensure established programs achieve DAF-defined objectives, targets, and tasks to manage environmental risks and reduce environmental impacts from DAF aspects. **(T-1)** EAPs must address 'High' or 'Extremely High' environmental risks and associated aspects or continually improve an EMS element to mitigate environmental impacts. **(T-0)** **Exception:** ANG utilizes the VEMO Objectives and Targets Tool to fulfill EAP requirements. The ANGRC will establish and assign targets to ANG installations, as needed.

5.1.1.1. Installation CFTs may use discretion to determine which environmental risks and associated aspects and/or EMS elements should be addressed in an EAP.

5.1.1.2. Installations with risks documented as 'High' and 'Extremely High' but without a corresponding EAP, must document a justification (e.g., in the eDASH Risk/Aspect Inventory Tool, meeting minutes, email, memorandum, etc.) and brief the installation's ESOHC accordingly. **(T-1)**

5.1.2. When establishing an EAP all organizational levels must consider the following:

5.1.2.1. Evaluate federal, state, and overseas requirements, and strategic objectives and targets established by higher headquarters. **(T-0)**

5.1.2.2. Feasible technical options; financial, operational, and business requirements (e.g., IPL and AFCOLS); and the views of interested parties. **(T-3)**

5.1.2.3. Identified natural infrastructure asset needs (e.g., to improve mission capability), when appropriate.

5.1.2.4. Ensure proponent execution of proposed actions and all mitigations required by approved EIAP decision documents (e.g., Environmental Impact Statement/Record of Decision, Environmental Assessment/Finding[s], and AF Form 813s).

5.1.3. Each complete EAP must include:

5.1.3.1. The environmental risks and associated aspects, or the EMS elements proposed for continual improvement. **(T-1)**

5.1.3.2. The associated objective(s), target(s), and task(s), including higher headquarters-assigned (if any). **(T-1)**

5.1.3.3. A description and timeframe for how the objective will be achieved (e.g., methods, equipment, labor, and/or funding). **(T-1)**

5.1.3.4. Identification of individuals responsible for implementing the EAP. **(T-1)**

5.1.3.5. Documentation for the application of the pollution prevention methodology for risks/aspects that generate a pollutant. **(T-1)**

5.1.4. Each multi-site and installation EMS must provide supplemental procedures to this instruction or ANG procedures using eDASH/VEMO to document organization-specific procedures related to development and maintenance of EAPs. **(T-1)** Supplemental procedures must be reviewed annually and updated as needed. **(T-1)**

5.1.5. EAPs must be reviewed and approved at least annually by the CFT and ESOHC to ensure leadership oversight and review of objectives, targets, and tasks. **(T-0)**

5.1.6. Each multi-site and installation EMS will monitor associated objectives, targets, and tasks to achieve higher headquarters goals, mitigate environmental risks associated with aspects, and sustain mission capability. **(T-0)**

5.1.7. Progress on achieving objectives, targets, and tasks, and revisions to EAPs, must be communicated to the CFT and ESOHC. **(T-3)**

5.1.8. Each multi-site and installation EMS must document EAPs in the eDASH EAP Tool or VEMO Objective/Target Tool. **(T-1)**

5.2. Operational Controls.

5.2.1. Each multi-site and installation EMS will ensure adequate operational controls (e.g., administrative, physical, or engineering) are in place to manage, mitigate, or prevent negative environmental impacts. **(T-0)** Installation procedures should consider source reduction, noncompliance prevention procedures, and other environmental, safety, and occupational health controls as identified in EMPs or installation EAPs.

5.2.1.1. Ensure operational controls include permit and other requirements critical to environmental performance and mission operations. **(T-1)**

5.2.1.2. Develop and implement operational controls (e.g., procedures, UEC continuity binders) to prevent noncompliance, adverse environmental impact, and/or to achieve EAP objectives, targets, tasks, or installation-specific performance indicators. **(T-1)**

5.2.2. Each multi-site and installation EMS must provide supplemental procedures to this instruction or ANG procedures using eDASH/VEMO to document organization-specific procedures related to identification, monitoring, and maintenance of operational controls. **(T-1)** Supplemental procedures must be reviewed annually and updated as needed. **(T-1)**

5.2.3. Each multi-site and installation EMS must document operational controls on eDASH/VEMO (e.g., tools, supplements, eDASH/VEMO document library). **(T-1)**

5.2.4. Standardized EMPs.

5.2.4.1. Installations will use standardized EMP templates established by AFCEC/CZ for appropriate environmental programs and planning at the next regularly scheduled plan rewrite/update. **(T-1)** Installations must follow state-specific templates or format plans per state requirements, where applicable. **(T-0) Exception:** ANG installations will use EMP templates established by ANGRC. **Note:** EMPs are not Wing Contingency Plans and not governed by installation or Wing plans or readiness format or coordination requirements.

5.2.4.2. AFCEC and ANGRC SMEs must develop and maintain standardized EMP templates in the eDASH Tool for Environmental Management Plans (T-EMP) or VEMO ePlan Tool. **(T-1)**

5.2.4.3. Final/signed versions of standardized EMPs must be maintained in the eDASH T-EMP or VEMO ePlan Tool. **(T-1)** A link to the approved/signed versions of standardized EMPs in T-EMP must be maintained on the installation's eDASH/VEMO website (e.g., applicable media/program pages). **(T-1)**

5.2.4.4. Installations must update and publish standardized EMPs in the eDASH T-EMP or VEMO ePlan Tool at the next regularly scheduled plan review or update, whichever comes first. **(T-1)** **Note:** Paragraph 5.2.4.4 of this instruction is applicable after the final/signed plan is published in the eDASH T-EMP or VEMO ePlan Tool for the first time.

5.3. Document and Record Management.

5.3.1. AFI 33-322 provides specific guidance for establishing and maintaining an effective document and records management process.

5.3.2. All organizational levels must provide access to the most current environmental documents on eDASH/VEMO unless otherwise specified in supplemental procedures and program overview statements. **(T-1)**

5.3.3. Each multi-site and installation EMS will maintain EMS documentation on eDASH/VEMO for at least three years, unless otherwise specified in supplemental procedures and program overview statements. Recordkeeping requirements are identified in applicable DAIFs, DAFMANs, and DAFPAMs, e.g., certain plans must be uploaded to APIMS, Storage Tank Accounting and Reporting (STAR), and Water Enterprise Tracking (WET). **(T-1)**

5.3.4. Each multi-site and installation EMS must provide supplemental procedures to this instruction or ANG procedures using eDASH/VEMO to document organization-specific procedures related to document management. **(T-1)** Supplemental procedures must be reviewed annually and updated as needed. **(T-1)** All records must be maintained in accordance with the multi-site/installation's approved inventory. **(T-1)**

5.3.5. Each multi-site and installation EMS will review their eDASH/VEMO documentation at least annually, including EMS supplemental procedures, environmental program overview statements, and environmental documents and records. **(T-0)** This review must be documented on eDASH/VEMO and communicated to the CFT (e.g., briefings, minutes, email). **(T-3)** A summary of revisions must be communicated to the CFT (e.g., briefings, minutes, email). **(T-3)**

5.4. Emergency Preparedness and Response.

5.4.1. Installations must have emergency response plans and procedures in place to respond to and mitigate potential environmental impacts arising from emergencies in accordance with DAFI 10-2501. Installation Emergency Management flights must coordinate procedures and lessons learned with the installation environmental function after accidents or emergencies. **(T-1)**

5.4.2. Each multi-site and installation EMS must provide supplemental procedures to this instruction (e.g., ANG procedures using eDASH/VEMO) to include documenting the location of response drills and testing documentation and organization-specific procedures related to emergency preparedness and response. **(T-1)** Supplemental procedures must be reviewed annually and updated as needed. **(T-1)**

Chapter 6

PLANNING, PROGRAMMING, BUDGETING, AND EXECUTION (PPBE)

6.1. Air Force Environmental Quality PPBE. The guidance in this chapter pertains to Environmental Quality PPBE eligibility under the Civil Engineer Operations and Maintenance program. The Environmental Quality program consists of three program elements: Environmental Compliance (xxx56F), Environmental Conservation (xxx53F), and Environmental Pollution Prevention (xxx54F). **Note:** See the eDASH Environmental Quality PPBE Workspace or VEMO Environmental Quality PPBE page for the most current and comprehensive Programming Documentation to augment the guidance in this chapter.

6.1.1. Planning

6.1.1.1. The Air Force Civil Engineer Center, Planning, Programming, Budgeting, and Execution Branch (AFCEC/CZ) and AFRC/A4CA will use the Resource Allocation Model (RAM) to develop the Program Objective Memorandum (POM) in coordination with the AFIMSC Program Element Monitor (PEM) and Air National Guard (ANG). **(T-1)** AFCEC/CZ will provide AFRC, and overseas installations with a list of requirements in order of priority from the RAM. The development of the POM and IPL will follow the Environmental Quality Programming Guide. **(T-1)** The ANGRC will submit their requirements to AFCEC/CZ for RAM incorporation. **(T-1)**

6.1.1.2. AFCEC/CZ, AFRC, and ANGRC will provide information to the AFIMSC PEM regarding disconnects, initiatives, and offsets or changing requirements (e.g., regulations, emergent issues) greater than \$1 million dollars prior to the annual POM using approved program management processes. **(T-1)**

6.1.1.3. AFCEC/CZ, AFRC, and ANGRC will assist installations in programming, budgeting, allocating, or advocating resources to achieve EMS objectives, targets, and tasks, mitigate significant risks, close EAs or Other Notices of Noncompliance (ONONs) to achieve compliance. This includes validating installation environmental requirements in the DAF-approved project management software or helping the base advocate for non-Environmental Quality resources.

6.1.1.4. ANGRC will ensure the ANG Installation EMS Coordinator/EM is responsible for PPBE for their installation. **(T-1)** In the event the EMS Coordinator is the State Environmental Manager, the BCE is responsible for execution. **(T-1)**

6.1.2. Programming

6.1.2.1. The Environmental Quality Programming Guide governs the Environmental Quality PPBE process. The Guide consists of the Program Matrix, Standard Titles Table (including Environmental Quality Scores), and President's Budget (PB) 28 codes. AF/A4CA, in concert with the AF/A4C Environmental Working Group core members, to include NGB/A4V, AFRC/A4CA, and other key stakeholders, will review/endorse the Guide and associated updates or revisions, as informed by AFCEC/CZ as changes occur. **(T-1)**

6.1.2.2. Prioritization of Environmental Quality projects will follow the Environmental Quality Standard Titles Table. **(T-1)** The Scoring Model should consider the results from

the prioritized list of environmental risks and associated aspects. It should be noted that the Scoring Model does not allow changes to the standard scores. Standard titles do not incorporate differences in environmental risks and associated aspects for each installation.

6.1.2.3. ANGRC will assist AFCEC in the development of revisions to the Environmental Quality Programming Guide, Standard Titles, and Scoring Model to ensure ANG interests, capabilities, and resources are addressed.

6.1.2.4. AFCEC/CZ, AFRC, and ANGRC will program, review, evaluate, validate, and execute projects to ensure environmental compliance, protect natural infrastructure, or implement pollution prevention opportunities. **(T-1)**

6.1.2.5. AFCEC/CZ, AFRC, and ANGRC will ensure valid Environmental Quality projects are included in their respective IPLs, as appropriate.

6.1.2.6. ANG installations must enter all current and future year Environmental Quality requirements, to include appropriate funding constituents, into VEMO EPET in accordance with ANGRC Environmental Quality programming guidance.

6.1.2.7. ANG installations must establish a Financial Plan during the fiscal year prior to the planned execution year. **(T-1)** Coordinate any emergent or unexpected requirements through the ANGRC Financial Review Board in the year of execution. **(T-1)**

6.1.3. Budgeting

6.1.3.1. AFIMSC and AFCEC/CZ support the installations in building the Environmental Quality budget consistent with SAF/FM budgeting guidance and procedures described in DAFI 65-601, *Budget Guidance and Procedures, Volume 1*, and additional details in DAFMAN 65-605, *Budget Guidance and Technical Procedures, Volume 1*, which also includes guidance on handling Operations and Maintenance reimbursement.

6.1.3.2. AFIMSC and AFCEC/CZ will coordinate with ANGRC and AFRC for total force reporting of POM and BES submittals.

6.1.4. Execution

6.1.4.1. AFCEC/CZ and AFRC are responsible for consistent interpretation and execution of requirements according to the Environmental Quality Programming Guide and validating the list of requirements and cost developed by the RAM across their installations. ANGRC is responsible for consistent interpretation, validation, and execution of requirements according to the Environmental Quality Programming Guide and documented validation in EPET across ANG installations.

6.1.4.2. AFCEC/CZ, AFRC, and ANGRC must ensure a validated Environmental Quality program is established for the execution year, consistent with the President's Budget and POM, to ensure that all environmental compliance legal requirements are met. **(T-1)**

6.1.4.3. AFCEC/CZ, AFRC, and ANGRC will serve as an installation advocate for project execution and initiatives. **(T-2)**

6.1.4.4. AFCEC/CZ, AFRC, and ANGRC will develop, acquire, and oversee contracts within the appropriate span of control, or at the DAF programmatic level. **(T-2)**

6.1.4.5. AFCEC/CZ, AFRC, and ANGRC must track the rate of obligation for their respective appropriations and enter relevant information in the appropriate software. **(T-1)**

6.1.4.6. ANGRC and ANG installations will monitor the obligation rate during the year of execution and ensure a plan is in place to execute all funds in the beginning of the fourth quarter of the current fiscal year. **(T-1)**

6.1.4.7. AFCEC/CZ, AFRC, and ANGRC must request funding for any critical or unforeseen Environmental Quality requirements (i.e., emergent) using approved program management processes (e.g., eDASH Emergent Requirement Request Tracker, VEMO Environmental Programming Execution Tool). **(T-1)**

6.2. Sustainment, Restoration, Modernization, Environmental Quality, and Military Construction. Environmental Quality funding can be used for the initial construction, modification, or upgrade to the relevant portion of a facility, system, or component(s) to comply with new environmental laws, regulations, or other requirements (e.g., permits, compliance orders). This includes surveys or studies determined by SMEs to be necessary to evaluate and plan the activities to ensure compliance. Existing infrastructure systems are maintained, repaired, or replaced with Sustainment, Restoration, Modernization funds, with the following exceptions:

6.2.1. Environmental Quality funding can be used for an infrastructure repair, replacement, or upgrade project to comply with new federal or state environmental laws or regulations with discharge limits, or, if overseas, country-specific FGS or OEBGD, if no FGS exists, and/or applicable international agreement requirements. This does not include new requirements levied from infrastructure or capacity deficiencies.

6.2.2. AF/A4C directive guidance to address environmental issues in Military Construction (MILCON) projects can be found in AFI 32-1023, *Designing and Constructing Military Construction Projects*.

6.2.3. An infrastructure project to correct the noncompliant portion of the facility, system, or component is eligible for Environmental Quality funding if the waiver request is approved with a description and analysis of the noncompliance. The installation must have received a notice of noncompliance from an environmental regulator or received a compliance deficiency or major EMS deficiency during an inspection, and validated by AFCEC, AFRC, or ANGRC.

6.2.3.1. As part of a request for Environmental Quality funding support for noncompliance, AFCEC, AFRC, and ANGRC must accomplish an engineering evaluation. **(T-1)** The evaluation should document specifically what facilities, portion(s), or components(s) of the system are noncompliant, and why the Environmental Quality project scope and programmed amount are necessary to correct the noncompliance.

6.2.3.2. AFIMSC will need to assess the seriousness of the situation based on history of compliance and preventive repair and maintenance actions taken to date.

6.3. Spill Response and Cleanup. Projects to cleanup environmental contamination are not funded using USAF, USSF, and AFRC Environmental Quality funds in accordance with DoD and Air Force Environmental Restoration Program (ERP) requirements. ANG projects not eligible for Environmental Restoration Account (ERA) funding may use Environmental Quality (EQ) funds in accordance with DoD Policy Memorandum, DERP funding eligibility for ANG bases. For ERP programming and budgeting information, see DAFI 32-7020. For eligibility regarding spill

response and cleanup of environmental contamination outside of the ERP, see the EQ Programming Guide.

6.3.1. Initial Response and Short-Term Recovery. Initial response includes actions taken to respond immediately to a release to control, contain, and mitigate endangerment to human health and the environment; typically completed within one week of the release. For overseas , spill response is undertaken within days or weeks of the spill or release; and installations will conduct spill response actions in accordance with criteria/provisions in country-specific FGS or DoDM 4715.05, Vol. 4, Hazardous Materials, Storage Tanks, Spills and Pesticides, if no FGS exists." **(T-0)**

6.3.1.1. The Incident Commander or BCE, in coordination with the Recovery Operations Chief, will determine the scope of the initial response and short-term recovery in accordance with the Installation Emergency Management Plan; Spill Prevention, Control, and Countermeasures Plan or Spill Prevention and Response Plan for overseas installations; and/or the Facility Response Plan, as applicable. **(T-1)**

6.3.1.2. Organizations responsible for a spill must pay for initial response and short-term recovery costs for accidental pollution releases, or other non-Civil Engineering caused releases. **(T-1)**

6.3.1.3. If the cause of the spill cannot be attributed to any organization(s), or the responsible organization cannot provide spill response supplies in sufficient time to accomplish the initial response, Environmental Quality funds or Environmental Quality-purchased spill supplies can be used on behalf of the responsible organization.

6.3.1.4. If the responsible organization is later identified, the Installation Commander or BCE, in coordination with the installation's comptroller, will determine how internal funding realignments will be used to reimburse the Environmental Quality account (i.e., with non-Environmental Quality Operations and Maintenance funding). **(T-1)**

6.3.1.5. Initial response and short-term recovery activities that can be accomplished using local, in-house, or contract resources to stabilize the site and reduce the spread of contamination, can be accomplished with Operations and Maintenance funds (i.e., non-Environmental Quality funds).

6.3.1.6. On-call contract spill response capability via a contracted spill response company for initial response or short-term recovery must only be used if no contract support is available without upfront funding. **(T-1)**

6.3.1.7. Initial response and short-term recovery of pollutant releases will include PFAS-containing AFFF concentrates and mixed foam, including in-building discharges of hangar foam-based fire suppression, as well as F3 and PFAS impacted material such as rinsate. **(T-0)**

6.3.1.8. For overseas installations if a release occurs off base, response actions will be coordinated through the in-theater Air Force Headquarters and Environmental Function, as appropriate, in accordance with the country-specific FGS, the OEBGD for countries without an FGS, or applicable international agreement. **(T-1)**

6.3.2. Long-Term Recovery Cleanup and Remediation. Within the U.S., long term clean-up or remediation means cleaning up to statutorily prescribed action levels (e.g., prescribed under the Comprehensive Environmental Response, Compensation and Liability Act [CERCLA]/ERP or Resource Conservation and Recovery Act [RCRA]) requiring extensive remediation or corrective action to resolve, typically over the course of many months or years. For overseas installations, spill response should be robust enough to prevent later issues related to remediation. Any remediation required to address environmental contamination from legacy spills/releases must be conducted in accordance with DoDI 4715.08, *Remediation of Environmental Contamination Outside the United States*, and DAFI 32-7091. **(T-0)**

6.3.3. If any contaminated environmental media is identified prior to or encountered during Sustainment, Restoration, and Modernization, nonappropriated funds (NAF), or MILCON projects, project funds will be used for cleanup activities as necessary and appropriate. **(T-1)**

6.3.4. The Spill Release and Contaminated Media Funding Matrix provides additional details regarding applicable fund types associated with specific activities. **Note:** See the eDASH Environmental Quality PPBE Workspace or VEMO Environmental Quality PPBE page for more information.

6.4. Overseas Environmental Requirements.

6.4.1. Enduring locations overseas will program and budget for environmental requirements stemming from any of the following in accordance with DAFI 32-7091:

6.4.1.1. Country-specific FGS, or the OEBGD if no FGS exists. **(T-0)**

6.4.1.2. Obligations from international agreements to which the U.S. is a party. **(T-0)**

6.4.1.3. Remediation actions necessary to address contamination in accordance with DoDI 4715.08, *Remediation of Environmental Contamination Outside the United States*. **(T-0)**

6.4.1.4. The Environmental Impact Analysis Process, in compliance with E.O. 12114, *Environmental Effects Abroad of Major Federal Actions*, Title 32 CFR Part 187, *Environmental Effects Abroad of Major Department of Defense Actions*, and AFI 32-1015, *Integrated Installation Planning*, for all major DAF proposed actions outside the U.S. **(T-0)**

6.4.1.5. Any additional DoD and AF environmental policies that apply to overseas installations and activities. **(T-0)**

6.4.2. AFCEC/CZ will coordinate with installations on programming requirements to identify deficiencies; improve cost, quality, and consistency of programming; and facilitate optimized execution. **(T-1)**

6.4.3. Installations not supported by AFIMSC or AFCEC/CZ should seek programming and execution assistance from their higher headquarters.

Chapter 7

COMPLIANCE

7.1. Environmental Oversight, Reporting, Monitoring, and Measurement.

7.1.1. All organizational levels must monitor, and measure activities mandated by legal and/or other administrative requirements (e.g., permits, plans, environmental media specific programs) in accordance with DoDI 4715.05, and DoDI 4715.06. **(T-0)**

7.1.2. All organizational levels must monitor, review, and communicate environmental performance results and trends, including corrective actions related to EAs, host nation EAs (HNEAs), and inspection deficiencies, in accordance with DoDI 4715.05, DoDI 4715.06, DAFI 90-302, and DAFI 90-801. **(T-0)** Assigned AFIMSC Detachments, AFCEC, AFRC, and the ANGRC will assist installations with tracking environmental performance and verifying closure actions. **(T-1)**

7.1.3. Each multi-site and installation EMS must provide supplemental procedures to this instruction or ANG procedures using eDASH or the VEMO to document organization-specific procedures for monitoring and measurement, including equipment calibration and quality assurance. **(T-1)** Supplemental procedures must be reviewed annually and updated as needed. **(T-1)**

7.1.4. Environmental Performance Reporting. All organizational levels must track and report environmental performance using DoD, DAF, or organization-specific performance measures/indicators and data calls. **(T-0)**

7.1.4.1. Installations will collect environmental data in accordance with the OSD metrics and data call memorandums, and report to AFCEC/CZ as requested. **(T-0)** **Note:** This recurring data call supports the annual DoD Environmental Management Review and briefing to the OSD.

7.1.4.2. AFCEC/CZ, in coordination with AFRC/A4CA and NGB/A4V, will complete environmental data calls as directed by OSD and DAF. **(T-0)** AFCEC/CZ, Air Force Civil Engineer Center, Operations Directorate (AFCEC/CO), AFRC/A4CA and NGB/A4V will review/validate the results to ensure data quality. Coordination with MAJCOMs/FLDCOMs will augment data calls involving solely water quality metrics or radioisotope risk assessment. **(T-1)** An annual environmental reporting/briefing cycle will be established and documented on eDASH/VEMO.

7.1.4.3. AFCEC/CZ will establish and maintain the DAF Dashboard on eDASH to provide real time access to the latest metric results required by OSD and DAF. **(T-1)**

7.1.5. Equipment Calibration and Maintenance. Installation organizations will calibrate and maintain all monitoring and measurement equipment used to ensure environmental compliance under their control in accordance with manufacturers' instructions, organization procedures, and/or AFMAN 21-113, *Air Force Metrology and Calibration Program Management*. **(T-1)**

7.1.5.1. The Installation Civil Engineer, Environmental Element (or ANG EM) will maintain an inventory of all installation monitoring and measurement equipment required to be calibrated to ensure environmental compliance on eDASH/VEMO. **(T-3)**

7.1.5.2. The Installation Civil Engineer, Environmental Element (or ANG EM) will document the location of applicable monitoring and measurement equipment calibration and maintenance records in eDASH/VEMO supplements and/or overviews. **(T-3)**

7.1.6. Quality Assurance. Installations must implement DoDI 4715.15, *Environmental Quality Systems*, where the performance of environmental sampling and testing services supports applicable environmental compliance laws and regulations. **(T-0)** The location of quality assurance records is documented on eDASH/VEMO.

7.1.6.1. Installations, in coordination with AFCEC/CZ or NGB/A4V, will ensure environmental laboratories providing services to DAF possess DoD Environmental Laboratory Accreditation Program certification, have an established laboratory quality system, and maintain associated documentation. **(T-0)** This system conforms to the ISO/International Electrotechnical Commission (IEC) Standard 17025:2017, General requirements for the competence of testing and calibration laboratories.

7.1.6.2. Environmental sampling and testing services procured by, or on behalf of, DAF must follow Defense Federal Acquisition Regulation Supplement (DFARS) Part 223, *Environment, Energy and Water Efficiency, Renewable Energy Technologies, Occupational Safety, and Drug-Free Workplace*, current edition. **(T-0)**

7.1.7. Environmental Data Management. AFCEC/CZ will identify DAF approved systems for managing media-specific environmental data. Examples include APIMS and Air Conformity Applicability Model (ACAM) for air quality data, WET for water quality data, STAR for tanks data, etc. **(T-0)**

7.2. Environmental Incident Reporting. Installations and appropriate organizational levels must report and track regulatory and host nation inspections, spills, and noncompliance related issues in accordance with this instruction. **(T-1)**

7.2.1. Regulatory Inspections. Inspections conducted by regulatory and host nation authorities must be reported as a Regulatory Inspection event in the eDASH EASIER database within five business days of the start of an inspection. **(T-1)** Inspection reports must be uploaded upon receipt. **(T-1)** If unavailable, a memorandum documenting why an inspection report has not been uploaded must be provided. **(T-1)** Multi-media inspections are documented as one inspection by media reviewed, regardless of length or duration. **(T-1)**

7.2.2. Spills and Environmental Releases. All organizational levels must execute spill/release notification, reporting, and clean-up/corrective action requirements in accordance with applicable federal, State, Tribal, and local laws and regulations, applicable permits, country-specific FGS, OEBGD, and/or international agreements. **(T-0)** Refer to this instruction and AFMAN 10-206, *Operational Reporting (OPREP)*, for potential reporting of events and incidents.

7.2.2.1. All spills and environmental releases at enduring locations, regardless of spill size, or affiliation (tenant, military branch, unit), must be reported as Spill events in the eDASH EASIER database within twenty-four hours or the next business day. This includes locations owned by the Department of the Air Force, but operated by another agency, such as the Defense Logistics Agency. **(T-1)** EASIER spill entries must include corrective actions. **(T-1)** There may be additional reporting requirements under applicable federal,

State, Tribal, and local laws and regulations, and applicable permits under required timeframe.

7.2.2.2. Installations will provide timely updates in the eDASH EASIER database using criteria specified in the tool's user guide. Incident reporting is the initial, immediate, and primary responsibility of the installation Environmental Element. **(T-1)**

7.2.2.3. AFCEC, AFRC, and/or ANGRC must provide follow-up reports to AF/A4CA for each reportable incident meeting any of the criteria specified in the eDASH EASIER database user guide. **(T-1)**

7.2.2.4. AFCEC and DAF installations will track/report environmental releases of certain non-regulated emerging chemicals of environmental concern, like hazardous substances, including PFAS and 1, 4-dioxane containing releases, as directed by SAF/IEE to ensure DoD visibility. **(T-1)**

7.2.2.4.1. For the purposes of this instruction, "AFFF usage, spills, and releases" refers to accidental cause (i.e., spills, leaks) and intentional use (i.e., to extinguish fires, routine testing of hangar systems) releases made to the environment and those contained in a building or on an impervious surface.

7.2.2.4.2. AFCEC will track all AFFF usage, spills, and releases, and report this information to AF/A4CA by 15 October annually, in the format specified by OSD. **(T-0)**

7.2.2.4.3. For all AFFF or other material usage, spills, and releases subject to the "Expedited Reporting to HAF" criteria specified in the eDASH EASIER database user guide, and using a local process identified by the Base Civil Engineer, installations will provide expedited reporting via the eDASH EASIER database directly to AF/A4CA and SAF/IEE through the appropriate chain of command no later than 1200 hours local time the next business day. **(T-0)** The expedited report will contain data elements from the eDASH EASIER database as directed by HAF. **(T-0)**

7.2.2.4.4. AFCEC, AFRC, and/or ANGRC will provide follow-up reports to AF/A4CA and SAF/IEE within 24-hours or one business day after installations report in EASIER for each usage, spill, or release based on the Expedited Reporting to HAF Criteria specified in the EASIER tool user guide. **(T-1)**

7.2.3. EAs, HNEAs, and ONONs. All organizational levels must report and track all written notices, email messages, field citations, or other correspondence from regulatory agencies and Host National Governmental Authorities indicating noncompliance with applicable environmental requirements in accordance with DoDI 4715.05, DoDI 4715.06, DAF policy directives, and eDASH EASIER database user guides. **(T-0)**

7.2.3.1. Written Notifications.

7.2.3.1.1. Written notification of noncompliance from regulatory agencies can be EAs (including Host Nation Enforcement Actions [HNEAs]) or ONONs. See [Attachment 1](#) for further definition of each term.

7.2.3.1.1.1. Any one or more of the High Visibility criteria used to define the term in [Attachment 1](#) to this instruction might justify designation of a High Visibility EA or HNEA based on the severity of the circumstances, the amount of an

associated fine, the extent of public response, and the difficulty in achieving expedited closure.

7.2.3.1.2. Written notification of noncompliance, regardless of the number of individual violations, findings, or citations listed in it, will count as a single EA or ONON if all violations cited relate to a single environmental law or regulation (e.g., one or more violations of Title 33 USC §§ 1251-1387, CWA, or one or more violations of Title 42 USC §§ 6901-6992k, RCRA), consistent with the environmental standards of DoDI 4715.05 and DoDI 4715.06. **(T-0)** A HNEA also counts as a single HNEA if all violations cited relate to a single environmental media.

7.2.3.1.3. A written notice will count as multiple EAs or ONONs if violations cited relate to more than one environmental law or regulation (e.g., some violations relate to the Clean Water Act and other violations relate to the Resource Conservation and Recovery Act) consistent with expectations of DoDI 4715.05 and DoDI 4715.06. **(T-0)** A HNEA counts as multiple if violations cited relate to more than one environmental media.

7.2.3.1.4. Multiple notices for separate instances of noncompliance from separate inspections will be counted as separate EAs, HNEAs, or ONONs. **(T-0)**

7.2.3.1.5. Multiple notices will be counted as a single EA, HNEA, or ONON if the regulatory agency agrees to combine multiple notifications or otherwise treat these as a single enforcement matter or withdraws the multiple notices and reissues a single notice alleging violations at multiple facilities, sites, or locations. **(T-0)**

7.2.3.2. Reporting and Tracking.

7.2.3.2.1. Written notices of noncompliance must be reported as EA events in EASIER within three business days of discovery. **(T-1)** If the notification requires translation into English, the notification must be uploaded within seven business days. **(T-1)**

7.2.3.2.2. Each EA, HNEA, or ONON will be reported in EASIER under the applicable media and environmental law or regulation. **(T-1)**

7.2.3.2.3. The Civil Engineer Squadron or installation Environmental Element offices must notify the Installation Commander of the determination of the EA/HNEA upon receipt of an automated notification from the eDASH EASIER database. **(T-1)** Overseas installations should consult the country-specific FGS, DoDM 4715.05(OEBGD), whichever applies, and with the DoD LEC, as appropriate, for any additional reporting requirements.

7.2.3.2.4. Installations must update EA events in the eDASH EASIER database in real time, as information becomes available, within three business days of receipt of the information. **(T-1)** All entries in eDASH EASIER are required to be updated at least monthly. **(T-1)** If no changes have occurred, “no change” must be annotated monthly. **(T-1)**

7.2.3.2.5. AFCEC/CZ, AFRC, ANGRC, and/or appropriate organizational levels must validate data no later than the fifth business day of each month. **(T-2)**

7.2.3.2.6. Installations must update the eDASH EASIER database in real time as information (e.g., regulatory/host nation correspondence and closure information)

becomes available, within three business days of receipt of the information. All entries in eDASH EASIER are required to be updated at least monthly. **(T-1)** If no changes have occurred, this must be annotated monthly. **(T-1)**

7.2.3.2.7. AFCEC/CZ, AFRC, ANGRC, and/or appropriate organizational levels must validate data no later than the fifth business day of each month. **(T-2)**

7.2.3.2.8. EA/HNEAs will be reported during annual environmental data call information requests, DAF management reviews, and upon receipt of special requests for information. AFCEC/CZ, AFRC/A4C, and/or NGB/A4A will be prepared to report High Visibility EA/HNEAs that are open more than 180 calendar days since classification/elevation to High Visibility status to Air Staff, including appropriate assessment/root-cause for delay in closure. **(T-1)**

7.2.3.2.9. All EAs/HNEAs/ONONs must have corrective actions with estimated completion dates created in the eDASH EASIER database to address each violation. **(T-1)** AFCEC/CZ, AFRC/A4CA, and NGB/A4V, and/or appropriate organizational level will validate and track progress of corrective action to completion. **(T-1)**

7.2.3.3. Classification.

7.2.3.3.1. Using criteria specified in the eDASH EASIER database user guide, AFCEC/CZ, AFIMSC Det 2, AFIMSC Det 4, AFRC, ANGRC, National Guard Bureau, Chief Counsel (NGB-JA), and AF/JAOE, as applicable, will decide by consensus whether a written notice of noncompliance issued by a regulatory agency is classified as an EA/HNEA, HVEA, or ONON. **(T-1)** For overseas installations, the appropriate organizational levels will coordinate with the MAJCOM/FLDCOM JA to determine whether a written notice of noncompliance issued by a host nation meets the minimum criteria identified in the HNEA definition. **(T-1)** **Note:** See [Attachment 1](#) for the definition of terms EA, HNEA, and ONON, as well as the criteria considered in the classification/elevation of an EA or HNEA to High Visibility status.

7.2.3.3.2. If all parties cannot agree on the classification, AFCEC/CZ will request a review of that decision by AF/A4CA. **(T-1)**

7.2.3.3.3. AFCEC, AFIMSC Det 2, AFIMSC Det 4, AFRC, ANGRC, Regional Counsel Offices (RCOs), and/or appropriate organizational levels must document their determination within three business days. **(T-1)** The determination authority for identifying HNEAs may be delegated to the Numbered Air Force environmental function after consultation with the MAJCOM/FLDCOM ESOHC, but any delegation must be in writing. A copy of the delegation document must be provided to AF/JAOE, AFCEC/CZ, and MAJCOM/JA or FLDCOM/JA. **(T-2)**

7.2.3.3.4. Overriding Classifications. Within three days, AFCEC, AFIMSC Det 2, AFIMSC Det 4, AFRC, ANGRC, RCOs, and/or appropriate organizational levels must determine the overriding classification of the EA or ONON and, if an EA, whether it meets High Visibility criteria. **(T-1)** For overseas installations, the appropriate organizational levels must coordinate with the MAJCOM or FLDCOM/JA to determine the overriding classification and whether the HNEA meets High Visibility criteria. **(T-1)** The EA/ONON classifications are:

7.2.3.3.4.1. Administrative (A). Any noncompliance relating to incomplete paperwork or lack of detail, such as, but not limited to failing to complete forms in their entirety; note dates on forms; note land-ban information; keep logs up to date; or document required training.

7.2.3.3.4.2. Operational (O). Noncompliance related to how business is conducted, such as, but not limited to failing to make proper notifications; failure to obtain required permits before conducting operations; submission of required samples in a timely manner; storing hazardous waste beyond allowed time frames; lacking training or certification required by law; or transporting hazardous waste without a manifest.

7.2.3.3.4.3. Project (P). Any action to fix noncompliance which requires work and/or substantial construction and/or demolition, such as, but not limited to situations where permit standards are exceeded, and facility repairs, modifications, or upgrades must be made to get back into compliance.

7.2.3.3.4.4. If a single EA contains both project and administrative or operational related violations, classify the EA as Project (P).

7.2.3.3.5. All EAs/ HNEAs/ ONONs will be re-evaluated for classification change after remaining open for 365 days utilizing the criteria defined in this document and as specified in the eDASH EASIER database user guide. **(T-1)**

7.2.3.4. Compliance Agreements.

7.2.3.4.1. RCOs, in coordination with installation SJA, appropriate environmental function personnel, AFCEC, AFRC, ANGRC, and/or other organizational levels will negotiate Compliance Agreements or Orders, or their equivalent, with federal, state, or local regulators. **(T-1)**

7.2.3.4.2. RCOs must submit all proposed Compliance Agreements or Orders, or their equivalent, to the AF/JAOE Division Chief for review and approval before installation commander signature. **(T-1)**

7.2.3.4.3. Proposed Compliance Agreements or Orders, or other equivalent, must be consistent with Agreements or Orders signed by other installations without establishing an unfavorable precedent. **(T-1)** AF/JAOE must coordinate the review of any precedent setting or contentious Compliance Agreements or Orders, or their equivalent, with SAF/GCN, to ensure appropriate visibility. **(T-1)**

7.2.3.4.4. Only Installation Commanders will sign Compliance Agreements or orders, or their equivalent, on behalf of the DAF. **(T-1)** This authority may not be delegated.

7.2.3.4.5. Installations, AFCEC, AFRC, ANGRC, RCOs, and/or the appropriate organizational levels must initiate an EA entry in the eDASH EASIER database for Agreements or Orders. **(T-1)** A signed Compliance Agreement or order does not negate the need to close an EA/HNEA and cannot be closed until all corrective actions are complete.

7.2.3.4.6. Installations must track Compliance Agreement or Order updates in EASIER until all corrective actions associated with the EA/HNEA are complete.

Installations are responsible for executing requirements in the Compliance Agreement or Order. **(T-1)**

7.2.3.4.7. Installations, AFCEC, AFRC, or ANGRC will not close Compliance Agreements or Orders until all corrective actions associated with the Compliance Agreement or Order are complete, all milestones under the Compliance Agreement or Order have been met, and one of the requirements in [paragraph 7.2.3.6.2](#) have been met.

7.2.3.5. Fines and Penalties. Installations will be responsible for paying civil fines or penalties levied against installations because of EAs/HNEAs. **(T-1)**

7.2.3.5.1. Installation Commanders, or equivalent, will determine the correct appropriation and specific internal funding source necessary to fund these costs. **(T-2)** Although Operations and Maintenance funds may be used, Commanders cannot use Environmental Quality funds to pay fines, penalties, or supplemental environmental projects. **(T-1)**

7.2.3.5.2. Installations must seek, through appropriate organizational levels, approval of the AF/JAOE Division Chief, within ten business days from the receipt of a Compliance Agreement, or prior to paying a fine or penalty (including a supplemental environmental project) to a regulatory agency or host nation as part of a settlement. **(T-1)** When substantial legal issues are involved, AF/JAOE will consult with SAF/GCN and SAF/IEE before approving payments of fines, penalties, and supplemental environmental projects. **(T-1)** AF/JAOE Division Chief is the settlement authority for all environmental compliance issues. If the dispute is not settled, the AF/JAOE Division Chief assigns attorneys to litigate any administrative hearings or refer the case to the Department of Justice for potential litigation.

7.2.3.5.3. Installations must report fines and penalties information in the eDASH EASIER database to include the initial fine assessed by the regulator and the final amount paid to the regulator.

7.2.3.6. Resolution and Closure.

7.2.3.6.1. All organizational levels must pursue the timely closure of open EAs, HNEAs, and ONONs. **(T-1)**

7.2.3.6.2. EAs/HNEAs/ONONs can be closed, or classified as rescinded, if any of these conditions exist:

7.2.3.6.2.1. A regulatory agency revokes or rescinds the action in writing or email.

7.2.3.6.2.2. A regulatory agency issues written notice that the action is closed or that the regulator is satisfied with the actions taken to resolve the cited violations.

7.2.3.6.2.3. Satisfaction of the terms of closure specified in a signed Compliance Agreement or order.

7.2.3.6.2.4. Satisfaction of the criteria for closure of ONONs in accordance with the eDASH EASIER database's user guide.

7.2.3.6.2.5. Discovery/verification that the EA/HNEA/ONON is not open on regulatory agency records.

7.2.3.6.2.6. The regulatory agency which issued the EA or HNEA does not respond within 60 calendar days following written notice informing the regulator that the installation is in full compliance concerning the matters cited in the EA/HNEA.

7.2.3.6.2.6.1. Written notice (60-day closeout letter) will only be sent after it is determined by the installation, AFCEC/CZ, AFRC, ANGRC, and/or appropriate organizational levels that all actions necessary to close the EA/HNEA have been taken, but a response by the regulator has not been received. **(T-1)** Overseas installations will consult with AFCEC, appropriate organizational levels, and/or the appropriate DoD LEC on the proper method to notify the host nation prior to sending a 60-day closeout letter to the host nation. **(T-1)** AFCEC and/or appropriate organizational levels will coordinate with the appropriate MAJCOM or FLDCOM/JA before sending out HNEA closeout letters. **(T-1)**

7.2.3.6.2.6.2. If the regulatory agency non-concurs, the original EA will remain open. **(T-1)** For overseas installations, if the HNEA can be closed when the violation of the country-specific FGS or DoDM 4715.05 (OEBGD) standard, or an applicable international agreement obligation (if not already incorporated into the FGS) for which the HNEA is attributed is corrected, and the host nation has been notified of the completed corrective action. **(T-1)**

7.2.3.6.2.6.3. If the regulatory agency responds to a 60-day closeout letter after more than 60 calendar days and requires additional action to close the EA/HNEA, the original EA/HNEA will be reopened. **(T-1)** If DAF responds to a 60-day closeout letter after more than 60 days and requires additional action to close the HNEA, the original HNEA will be reopened. **(T-1)**

7.2.3.6.3. Installations must submit EAs/HNEAs/ONONs for closure in EASIER when all corrective actions are complete. **(T-1)**

7.2.3.6.4. AFCEC/CZ, AFRC, ANGRC, and/or appropriate organizational levels will review and approve each EA/HNEA/ONON closure. **(T-1)** If the EA/HNEA/ONON closure is not approved, AFCEC/CZ, AFRC, ANGRC, and/or appropriate organizational levels will provide a justification and return the EA/HNEA/ONON back to the submitting installation.

7.3. Verifying Corrective Actions During Air Force Inspections.

7.3.1. Installations will verify closure of corrective and preventive actions resulting from EAs/HNEAs/ONONs and spills during internal environmental self-inspections. **(T-1)**

7.3.2. During the external inspection process, inspectors will verify closure of corrective and preventive actions resulting from EAs/HNEAs/ONONs and spills. **(T-1)**

7.3.3. Installations will review outstanding corrective and preventive actions to resolve High Visibility EAs/HNEAs/ONONs or SNC designations, to include coordinating with other functional offices/organizations (e.g., AFIMSC through AFCEC/CZ) for validation of preventive and corrective actions and to advocate for resources to execute actions as needed, and/or to report the subject actions to the ESOHC, especially if non-Environmental Quality projects are required. **(T-1)**

Chapter 8

ENVIRONMENTAL INSPECTION PROCESS (EIP)

8.1. Overview. All organizational levels will complete environmental inspections in accordance with DoDI 4715.05, DoDI 4715.06, DoDI 4715.17, DAFI 90-302 and this instruction. (T-0)

8.1.1. AFIMSC through AFCEC, AFRC, and ANGRC must provide supplemental procedures to this instruction or Air National Guard (ANG) procedures using eDASH/VEMO to document environmental function-specific procedures related to The Inspection System. (T-1)

8.1.2. Each multi-site and installation EMS must provide supplemental procedures to this instruction or ANG procedures using eDASH/VEMO, to include documenting the frequency of shop- and program-level inspections (e.g., annually, rolling) and organization-specific procedures related to The Inspection System and corrective/preventive actions. (T-1) Supplemental procedures must be reviewed annually and updated as needed. (T-1)

8.2. Commander's Inspection Program (CCIP). Installations must conduct shop and program-level environmental inspections in accordance with DoDI 4715.05, DoDI 4715.06, DoDI 4715.17, DAFI 90-302, and this instruction. (T-0)

8.2.1. Shop-Level Inspections. Shop supervisors must complete assigned environmental compliance SACs in the MICT at least annually or more frequently if directed by the installation IG. (T-1) Environmental shop-level SACs are developed by AFCEC/CZ to assist units focus on relevant DAF policy directives and federal/state/host nation regulatory requirements.

8.2.2. Program-Level Inspections. Installation environmental functions will complete program-level self-inspections of EMS and all applicable environmental programs at least annually. (T-1) Environmental program-level MICT SACs, and The Environmental Assessment and Management (TEAM) guides and associated state/agency supplements assist units in assessing conformance/compliance with relevant DAF policy directives and federal/state/host nation regulatory requirements.

8.2.2.1. Installation environmental functions will conduct both EMS and environmental regulatory compliance self-inspections and document in the eDASH EASIER database at least annually. (T-1) **Exception:** ANG installations will use the VEMO EDART. (T-1)

8.2.2.2. Installations environmental functions must complete their assigned Environmental Quality program-level SACs in MICT at least annually, or as directed by the installation IG. (T-1)

8.2.2.3. Installation environmental functions will review shop-level SAC observations in MICT and corrective actions resulting from program-level self-inspections and external inspections. (T-1)

8.3. Unit Effectiveness Inspection (UEI) Cycle. The UEI evaluates the CCIP for accuracy, adequacy, and relevance, while providing an independent assessment of the wing/delta's ability to execute the mission, lead people, manage resources and improve the unit. The UEI cycle includes continual evaluation of a wing/delta's performance and effectiveness and an external inspection event (e.g., Midpoint, Capstone, etc.).

8.3.1. Continual Evaluation. AFIMSC through AFCEC or its AFIMSC Detachments (“Dets”) 2 and 4, AFRC, and ANGRC must evaluate an installation’s environmental performance and effectiveness by reviewing their program-level MICT SACs, documents/records, and other data/reporting system entries (e.g., EASIER, EDART, APIMS, etc.). **(T-1)**

8.3.1.1. AFIMSC through AFCEC/CZ or AFIMSC Dets 2 and 4, AFRC, and ANGRC will verify closure of corrective and preventive actions identified during the Continual Evaluation period because of EAs/HNEAs/ONONs, spills, self-inspections, and external inspections. **(T-1)**

8.3.1.2. AFIMSC through AFCEC/CZ or AFIMSC Dets 2 and 4, AFRC, and ANGRC will complete and document Continual Evaluations in accordance with DAFI 90-302 and AFIMSC, AFCEC/CZ, AFRC, NGB-IG, and NGB/A4V guidance, procedures, and business rules. **(T-1)**

8.3.1.3. Continual Evaluation results will be communicated to installations, MAJCOM/FLDCOM IGs, and AFIMSC/IG. **(T-1)**

8.3.2. External Inspections. External inspections will include an on-site EMS audit and regulatory compliance evaluation of high-risk environmental program areas based on pre-determined base vulnerabilities using the TEAM guides and associated State/Agency Supplements and the installation’s Continual Evaluation results. **(T-0)**

8.3.2.1. Environmental inspectors and sensors will inspect EMS and environmental program areas consistent with DAFI 90-302, this instruction, and MAJCOM/FLDCOM policies and guidance, at least once per UEI cycle. **(T-1) Exception:** ANGRC inspectors and sensors will assist GMAJCOMs by reviewing program areas identified in DAFI 90-302, Attachment 3, and consistent with NGB-IG policies and guidance, at least once per UEI cycle. **(T-2)**

8.3.2.2. The DAF Environmental Inspection Team Lead must validate findings and provide inspection results to MAJCOM/FLDCOM IGs upon completion. **(T-1)** Findings (i.e., deficiencies, recommended improvement areas, and strengths) must be documented in the eDASH EASIER database. **(T-1) Exception:** ANGRC must validate deficiencies and provide inspection results to GMAJCOM IGs upon completion. **(T-1)** Deficiencies must be documented in EDART. **(T-1)**

8.3.2.3. Environmental inspectors will verify closure of corrective and preventive actions because of EAs/HNEAs/ONONs, spills, self-inspections, and external inspections. **(T-1)**

8.3.2.4. The Air Force Environmental Inspection Lead and AFRC/ANGRC inspectors must share findings with the MAJCOM/FLDCOM/GMAJCOM Inspector Generals for consideration for documentation in the Inspector General Evaluation Management System (IGEMS), in accordance with DAFI 90-302 and MAJCOM/FLDCOM/GMAJCOM IG direction **(T-1)**

8.3.3. External Environmental Inspection Report.

8.3.3.1. USAF/USSF Environmental Inspection Leads must provide the final Environmental Inspection Report to the installation BCE and MAJCOM/FLDCOM IG at the end of the external inspection. **(T-2)**

8.3.3.2. AFRC inspectors must provide the final Environmental Inspection Report to the installation BCE and AFRC/A4CA and MAJCOM/FLDCOM IG at the end the external inspection. **(T-2)**

8.3.3.3. ANGRC inspectors must provide the draft Environmental Inspection Report to the installation BCE, NGB/A4V EIP Program Manager and MAJCOM/FLDCOM IG at the end of the external inspection. **(T-2)** The final draft will be provided to the above parties 4 weeks from the end of the external inspection.

8.3.4. External Inspection Disputes/Rebuttals.

8.3.4.1. DAF Environmental Inspection Leads and AFRC/ANGRC inspectors must assist the supported MAJCOM/FLDCOM/GMAJCOM IGs in resolving disputed deficiencies. **(T-1)**

8.3.4.2. AFCEC/CZ, AFRC/A4CA, and ANGRC EIP Program Managers must coordinate with the supported MAJCOM/FLDCOM IG, AFIMSC IG, and/or installation to resolve any deficiencies categorized by the MAJCOM/FLDCOM/GMAJCOM IG as “Critical” or “Significant” in IGEMS. **(T-1)**

8.3.4.3. Installations may dispute UEI deficiencies documented in EASIER by consulting AFCEC/CZ, AFRC/A4CA, or NGB/A4V.

8.3.4.3.1. USAF/USSF installations may consult the AFCEC/CZ EIP Program Manager, who will issue a decision after consultation with the DAF Environmental Inspection Lead responsible for the inspection.

8.3.4.3.2. AFRC installations may consult AFRC/A4CA who will issue a decision after consultation with the AFRC inspector that identified the deficiency.

8.3.4.3.3. ANG installations may consult the NGB/A4V EMS Coordinator who will issue a decision after consultation with the ANG inspector that identified the deficiency.

8.4. Corrective and Preventive Actions. Installations will implement corrective and preventive actions for all inspection deficiencies in accordance with DoDI 4715.05, DoDI 4715.06, DoDI 4715.17, DAFI 90-302, and this instruction. **(T-0)**

8.4.1. Corrective actions for shop and program-level SAC observations will be documented and tracked to closure in MICT. **(T-1)**

8.4.2. Corrective actions for program-level self-inspection deficiencies will be documented and tracked to closure in the eDASH EASIER database or VEMO EDART. **(T-1)** Installations may augment this documentation with local corrective action tracking forms and tools. Use of local corrective action tracking forms and tools should be documented in installation supplements on eDASH/VEMO, as appropriate.

8.4.3. Corrective actions for external inspection deficiencies must be recorded in the eDASH EASIER database, VEMO EDART, and/or IGEMS (if applicable). **(T-1)** Installations must update eDASH EASIER, VEMO EDART, and/or IGEMS in real time to maintain status for leadership. **(T-1)**

8.4.3.1. DAF and AFRC installations must develop and document corrective actions in the eDASH EASIER database within 45 days following an external inspection. **(T-1)**

8.4.3.2. ANG installations must develop and document corrective actions in VEMO EDART within 30 calendar days after the completion date of the final program evaluation report from an external inspection. **(T-1)** Corrective Action Plans must be approved by the ESOHC within 60 calendar days of that date. **(T-1)**

8.4.4. Deficiencies should be corrected in a timely manner. Any deficiencies open for longer than twelve months must be reviewed during CFT meetings and briefed to the ESOHC until closed. **(T-1)** **Note:** See the DAF EMS Playbook or ANG EMS procedures on VEMO for additional guidance.

8.5. EMS Conformance.

8.5.1. Air Force UEI Environmental Inspection Leads and AFRC/ANGRC inspectors will determine whether an installation is in conformance with DoDI 4715.17 and the requirements of this instruction during the external inspection. **(T-0)**

8.5.1.1. Installations are nonconforming if one of the following criteria are met:

8.5.1.1.1. One or more major EMS deficiencies identified during the external inspection.

8.5.1.1.2. One or more major EMS deficiencies open at the time of the external inspection.

8.5.1.2. The conformance status will be documented in the External Environmental Inspection Report. **(T-0)**

8.5.2. An installation that meets one or more of the criteria specified in [Paragraph 8.5.1.1](#) of this instruction must identify corrective actions, resolve the deficiency, verify closure, and declare conformance with DoDI 4715.17 within 180 calendar days of completion of the external inspection. **(T-0)**

8.5.3. An installation found in conformance with DoDI 4517.17 and the requirements of this instruction during an external inspection must declare conformance during the next Management Review. **(T-1)**

8.5.4. Declaration of conformance must be approved by the ESOHC and documented in the eDASH/VEMO Management Review Tools. **(T-1)**

TOM D. MILLER, Lieutenant General, USAF
DCS/Logistics, Engineering, and Force Protection

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

Title 10 USC Section 101(e)(3), *Definitions*

Title 33 USC §§ 1251-1387, *Clean Water Act*

Title 42 USC §§ 300f-300j–26, *Safe Drinking Water Act*

Title 42 USC §§ 4321-4347, *National Environmental Policy Act*

Title 42 USC §§ 6901–6992k, *Resource Conservation and Recovery Act*

Title 42 USC §§ 7401-7675, *Clean Air Act*

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DAFI 32-7020, *Environmental Restoration Program*, 12 March 2020

DAFI 32-7091, *Environmental Management Outside the United States*, 19 September 2024

DAFI 35-101, *Public Affairs Operations*, 20 November 2020

DAFI 65-601, *Budget Guidance and Procedures, Volume 1*, 22 June 2022

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AFI 25-201, *Intra-Service, Intra-Agency, and Inter-Agency Support Agreements Procedures*, 18 October 2013

AFI 32-1015, *Integrated Installation Planning*, 30 July 2019

AFI 32-1023, *Designing and Constructing Military Construction Projects*, 23 December 2020

AFI 33-322, *Records Management and Information Governance Program*, 23 March 2020

DAFI 51-403, *International Agreements*, 20 March 2024

DAFI 90-302, *The Inspection System of the Department of the Air Force*, 15 March 2023

DAFI 90-801, *Environmental, Safety, and Occupational Health Councils*, 09 May 2024

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Prescribed Forms

None

Adopted Forms

DD Form 1144, *Support Agreement*

DAF Form 847, *Recommendation for Change of Publication*

Abbreviations and Acronyms

AF—Air Force

AFCEC—Air Force Civil Engineer Center

AFCOLS—Air Force Common Output Level Standards

AFFF—Aqueous Film Forming Foam

AFI—Air Force Instruction

AFIMSC—Air Force Installation and Mission Support Center

AFIT—Air Force Institute of Technology

AFMAN—Air Force Manual

AFMC—Air Force Materiel Command

AFPD—Air Force Policy Directive

AFR—Air Force Reserve

AFRC—Air Force Reserve Command

AFRIMS—Air Force Records Information Management System

ANG—Air National Guard

ANGRC—Air National Guard Readiness Center

ANSR—Accessible Knowledge for Sustainable Resources

APIMS—Air Program Information Management System

BCE—Base Civil Engineer

CCIP—Commander's Inspection Program

CERCLA—Comprehensive Environmental Response, Compensation and Liability Act

CFR—Code of Federal Regulations

CFT—Cross-Functional Team

DAF—Department of the Air Force

DAFI—Department of the Air Force Instruction
DAFMAN—Department of the Air Force Manual
DAFPD—Department of the Air Force Policy Directive
DD—Defense Department
DEPARC—Defense Environmental Programs Annual Report to Congress
DFARS—Defense Federal Acquisition Regulation Supplement
DoD—Department of Defense
DoDD—Department of Defense Directive
DoDI—Department of Defense Instruction
DoDM—Department of Defense Memorandum
DRU—Direct Reporting Unit
EA—Enforcement Action
EAP—Environmental Action Plan
EASIER—Enforcement Actions, Spills, and Inspections Environmental Reporting
ECHO—Environmental Compliance History Online
EDART—Environmental Data Assessment Reporting Tool
EESOH-MIS—Enterprise Environmental, Safety, and Occupational Health-Management Information System
EIP—Environmental Inspection Process
EM—ANG Federal Environmental Manager
EMO—ANG Environmental Management Office
EMP—Environmental Management Plan
EMS—Environmental Management System
E.O.—Executive Order
EPA—Environmental Protection Agency
EPET—Environmental Programming Execution Tool
EPWG—Environmental Program Working Group
ERA—Environmental Restoration Account
ERP—Environmental Restoration Program
ESOH—Environmental, Safety, and Occupational Health
ESOHC—Environmental, Safety, and Occupational Health Council
F3—Fluorine-Free Fire Fighting Foam
FAR—Federal Acquisition Regulation

FGS—Final Governing Standards
FLDCOM—Field Command
GMAJCOM—Gaining Major Command
GOCO—Government-Owned, Contractor-Operated
GSU—Geographically Separated Unit
HAF—Headquarters Air Force
HNEA—Host Nation Enforcement Action
HVEA—High Visibility Enforcement Action
HMMP—Hazardous Materials Management Process
HQ—Headquarters
IEC—International Electrotechnical Commission
IG—Inspector General
IGEMS—Inspector General Evaluation Management System
IPL—Integrated Priority List
ISO—International Organization for Standardization
JP—Joint Publication
MAJCOM—Major Command
MD—Mission Directive
MICT—Management Internal Control Toolset
MILCON—Military Construction
NAF—Nonappropriated Funds
NGB—National Guard Bureau
OEBGD—Overseas Environmental Baseline Guidance Document
ONON—Other Notices of Noncompliance
OPR—Office of Primary Responsibility
OPREP—Operational Reporting
OSD—Office of the Secretary of Defense
PA—Public Affairs
PACAF—Pacific Air Forces
PEM—Program Element Monitor
PFAS—Per-/Polyfluoroalkyl Substances
POM—Program Objective Memorandum

PPBE—Planning, Programming, Budgeting, and Execution
PSU—Primary Subordinate Unit
RAM—Resource Allocation Model
RCO—Regional Counsel Office
RCRA—Resource Conservation and Recovery Act
SAC—Self-Assessment Checklist
SAF—Secretary of the Air Force
SF—Space Force
SJA—Staff Judge Advocate
SME—Subject Matter Expert
SMS—Subject Matter Specialist
SNC—Significant Noncompliance
TEACH—The Environmental Awareness Course Hub
TEAM—The Environmental Assessment Management (Guide)
T-EMP—Tool for Environmental Management Plans
TJAG—The Judge Advocate General
UEC—Unit Environmental Coordinator
UEI—Unit Effectiveness Inspection
U.S.—United States
USAF—United States Air Force
USAFE-AFAFRICA—United States Air Forces in Europe-Air Forces Africa
USC—United States Code
USSF—United States Space Force
VEMO—Virtual Environmental Management Office

Office Symbols

AF/A1—HQ USAF, Deputy Chief of Staff for Manpower, Personnel, and Services
AF/A3—HQ USAF, Deputy Chief of Staff for Operations
AF/A4C—HQ USAF, Deputy Chief of Staff for Logistics, Engineering, and Force Protection, Directorate of Civil Engineers
AF/A4L—HQ USAF, Deputy Chief of Staff for Logistics, Engineering, and Force Protection, Directorate of Logistics
AF/JAOE—Office of The Judge Advocate General, Operations and International Law Directorate, Environmental Law and Litigation Division

AF/SE—HQ USAF, Chief of Safety

AF/SG—HQ USAF, Surgeon General

AFCEC/CO—Air Force Civil Engineer Center, Operations Directorate

AFCEC/CP—Air Force Civil Engineer Center, Planning and Integration Directorate

AFCEC/CZ—Air Force Civil Engineer Center, Environmental Directorate

AFIMSC Det 2/CEV—Air Force Installation and Mission Support Center, Detachment 2, Environmental Branch

AFIMSC Det 4/CEI—Air Force Installation and Mission Support Center, Detachment 4, Asset Management (Environmental)

AFIMSC/IG—Air Force Civil Engineer Center, Inspector General

AFRC/A4CA—Air Force Reserve Command, Environmental and Asset Accountability Branch

NGB/A4V—National Guard Bureau, Environmental Division

NGB-GC—National Guard Bureau, General Counsel

NGB-JA—National Guard Bureau, Chief Counsel

NGB-PA—National Guard Bureau, Public Affairs and Strategic Communications

SAF/AQ—Assistant Secretary of the Air Force, Acquisition, Logistics, and Technology

SAF/FM—Assistant Secretary of the Air Force, Financial Management and Comptroller

SAF/GC—The General Counsel of the Department of the Air Force

SAF/GCN—Deputy General Counsel for Installations, Energy and Environment, Office of the Air Force General Counsel

SAF/IE—Assistant Secretary of the Air Force for Energy, Installation, and Environment

SAF/IEE—Deputy Assistant Secretary of the Air Force for Infrastructure, Energy and Environment

SAF/PA—Director, Secretary of the Air Force Office of Public Affairs

SAF/SQ—Assistant Secretary of the Air Force for Space Acquisition and Integration

USSF/S4—United States Space Force, Directorate of Logistics, Engineering and Force Protection

Terms

Active Duty—Full-time duty in the USAF/USSF military service of the United States. This includes Airmen of the Reserve Components serving on active duty or full-time training duty but does not include full-time National Guard duty.

Active Installation—A military installation that is currently in service and being regularly used for military activities.

Activity Management Plan—A plan developed for an activity that uses multi-disciplinary management techniques (including financial, engineering, planning, programming, environmental, Information Technology, risk management, and administration) over the lifecycles of the assets

(when built assets are involved) and applies them, in the most cost-effective manner, to achieve specified DAF levels of service. Activity Management Plans define the Civil Engineer business processes, requirements, and risk management for providing facilities, utilities, transportation, and natural infrastructure. Activity Management Plans follow a structure that includes standardized level of services, key performance indicators, environmental compliance, programming, and training requirements. Examples of Activity Management Plans include natural infrastructure, utility, airfield pavement, facility operations, and emergency services.

Air Force Emergency Management Program—The single, integrated DAF program implementing the mission, vision, and strategic goals along with the management framework of the Air Force Emergency Management program to prevent, prepare for, respond to, recover from, and mitigate the direct and indirect consequences of an emergency or attack.

Air Force Installation and Mission Support Center (AFIMSC)—A center which provides centralized management of installation and mission support capabilities across the DAF and is subordinate to Air Force Materiel Command.

Air Force Learning Committee—This committee provides senior leader guidance regarding the focus and subject matter of DAF programs developing institutional competencies through education and ancillary training. The committee is the gatekeeper process to vet new ancillary training requirements, establish priorities, and determine efficient delivery options for the Total Force.

Air Force Reserve (AFR)—The Air Force Reserve is a reserve component of the DAF to provide a reserve for Active Duty. It consists of the members of the officers' section of the AFR and of the enlisted section of the AFR. It includes all Reserves of the Air Force who are not members of the Air National Guard of the United States. The purpose of each reserve component is to provide trained units and qualified persons available for active duty in the armed forces, in time of war or national emergency, and at such other times as the national security may require, to fill the needs of the armed forces whenever more units and persons are needed than are in the regular components.

Air Force Reserve Command (AFRC)—Air Force Reserve Command is a MAJCOM of the USAF, with its headquarters stationed at Robins Air Force Base, Georgia. Unless otherwise specified, AFRC refers to unit-assigned, selected reservists, Individual Mobilization Augmentees (IMAs), Individual Ready Reserve, Standby Reserve, and the Retired Reserve.

Air National Guard (ANG)—The Air National Guard is part of the organized and federally recognized military force of the several states, the District of Columbia, and the territories of the Virgin Islands, Guam, and Puerto Rico.

Asset Management—Use of systematic and integrated processes to manage natural and built assets and their associated performance, risk, and expenditures over their life cycles to support missions and organizational goals. A structured approach to managing DAF assets based on business case principles standardizing levels of service and balancing cost, risk, and benefits to maximize the value of assets to the mission.

Base Comprehensive Asset Management Plan—A plan that integrates all the primary elements of traditional physical planning, current land use, vicinity land use, existing base layout and facilities, existing transportation systems, and each of the corresponding plans into one document. Land use and transportation significantly influence development of the Base Comprehensive Asset

Management Plan. The plan identifies in more detail the physical location of projects approved for funding or programmed for funding and integrates Military Construction; Operations and Maintenance; Natural Infrastructure, Military Family Housing; Non-Appropriated Funds; Morale, Welfare, and Recreation programs; industrially funded depot maintenance; and other source-funded projects that significantly affect facilities and land development. All Base Comprehensive Asset Management Plan projects must reflect in their appropriate Asset Management Plan, but only key development projects will be included in the Base Comprehensive Asset Management Plan.

Built Infrastructure—Installations, facilities and other fixed (i.e., permanent) and man-made assets essential to project, support, and sustain military forces and operations worldwide. These include buildings, airfields, roads/bridges, utility systems, stores of military equipment, and maintenance stations necessary for the support of military forces, whether they are stationed in bases, being deployed, or engaged in operations. **Note:** See *DoD Dictionary of Military and Associated Terms*, and Joint Publication 3-27, *Homeland Defense*.

Capability—The attributes required to achieve operational effectiveness through a combination of regulatory compliance, management system conformance, and asset capacity.

Capacity—The ability of natural infrastructure and workforce assets to meet operational requirements. Assets that lack sufficient capacity are thought to be resource deficiencies and subject to denial of use, while assets with excess capacity are considered to provide resource opportunities.

Civil Engineering Annex—The Annex to the AF/A4 Basing and Logistics Flight Plan outlines how the Civil Engineer enterprise will continue to enable DAF missions by proving ready engineers, resilient power projection platforms/installations, and an agile and innovating environment to develop and empower Airmen/Guardians. The lines of effort and subordinate objectives identified within will deliver Resilient and Right-Sized Installations and Agile, Innovative, Ready Airmen/Guardian Engineers.

Combatant Command—A unified or specified command with a broad continuing mission under a single commander established and so designated by the President, through the Secretary of Defense and with the advice and assistance of the Chairman of the Joint Chiefs of Staff. Combatant commands have geographic or functional responsibilities.

Compliance Agreement—A multi-party agreement, consent order, interagency agreement, or other compliance document negotiated between a regulatory agency located in the U.S. or a U.S. territory and the installation.

Compliance Deficiency—Any noncompliance with federal, state, or local laws, regulations, permits, or ordinances. For overseas areas, any noncompliance with country specific FGS, the OEBGD, or other applicable compliance requirement.

Conformance—The measure of how well an organizational-level's EMS meets the requirements of this instruction and other DAF policies and guidance. An EMS with minor nonconformances can be considered conformant if corrective actions are defined, planned, and approved by the organizational-level's ESOHC. An EMS with non-reconciled major deficiencies cannot be considered in conformance.

Contingency Location—A non-enduring location outside of the U.S. that supports and sustains operations during named and unnamed contingencies or other operations as directed by appropriate authority and is categorized by mission life-cycle requirements as initial, temporary, or semi-permanent. **Note:** See DoD Directive (DoDD) 3000.10.

Continual Evaluation—The routine monitoring of performance indicators (i.e., leading and lagging). This includes data analysis of metrics, data systems, inventory controls, requests for assistance, Management Internal Control Toolset (MICT), and/or any reporting system within the functional community. Although continual evaluation activities are not inspections, they provide accurate and functionally assessed data upon which external inspection sampling strategies are determined. **Note:** See DAFI 90-302.

Continual Improvement—Recurring activity to enhance the EMS and its environmental programs, and this instruction and instructions, policies, or other requirements established by DoD, DAF, installations, or other organizations.

Contracting Office—For the purposes of this instruction, the contracting office is the office designated to support the requiring activity for contracting actions and business advice.

Contracting Officer—A service member or DoD civilian with the legal authority to enter into, administer, modify, and/or terminate contracts.

Cross-Functional Team (CFT)—A group of personnel (i.e., military, civilian, and contractors), typically at installation-level, representing key organizations across an installation. Membership is defined by the CFT Team Chair.

Cross-Functional Team (CFT) Chair—Personnel responsible for ensuring that EMS requirements are developed, implemented, and maintained, and reporting to the ESOHC on EMS performance and effectiveness, including recommendations for improvement. Chairs are appointed by the Installation Commander or ESOHC Chair and must be no lower than a deputy group commander/director or equivalent position.

Deficiency—An inspection finding that has been validated against established guidance.

Department of the Air Force (DAF) Installation—An enduring location consisting of an Air Force Base (AFB), Space Force Base (SFB), Air Reserve Base (ARB) or Air Guard Base (AGB), that may include a camp, post, station, yard, center, or other DoD activity under the operational control of the Secretary of the Air Force or the Secretary of Defense of an installation from which aircraft operations can be conducted, or from which major activities of importance to Air Force combat, combat support, or training missions can be supported. An enduring location consisting of a base, camp, post, station, yard, center, or other DoD activity under the operational control of the Secretary of a Military Department or the Secretary of Defense. **Note:** See DoDI 4715.05, DoDI 4715.08, and DAFI 32-7091.

Department of Defense Component—A military department, service, agency, or other organization entity within the DoD.

Enforcement Actions, Spills, and Inspections Environmental Reporting (EASIER)—An enterprise-wide data collection and environmental reporting application for reporting enforcement actions, spills and inspections starting at the installation and routing to Air Staff.

eDASH—An online Microsoft SharePoint (™) tool is the central repository and information sharing for enterprise-wide environmental programs supporting installations and

MAJCOMs/FLDCOMs. Primary one-stop source for environmental procedures, guidance, and best practices. It provides AFCEC the ability to establish standard procedures and performance standards for more efficient and effective information management and exchange, communication, and program reviews for environmental and sustainability programs at all levels. Pages and tools contained within eDASH function as an electronic EMS manual and performance tracker to ensure conformance and mission effectiveness. Finally, eDASH provides DAF SMEs the ability to provide online technical support to the installations and use standard tools for executing data collection and reporting from the installations to reduce the burden of manual data collection tasks on the installations. As of the date of this publication, the link to eDASH is: (<https://usaf.dps.mil/teams/eDASH/WPP/HomePage/Home.aspx>).

Effectiveness—The extent to which planned activities are realized and planned results are achieved. Overall EMS effectiveness is determined based on four criteria – leadership commitment, risk management, planning, and compliance.

Emergency Preparedness—Measures taken in advance of an emergency to reduce the loss of life and property and to protect a nation's institutions from all types of hazards through a comprehensive emergency management program of preparedness, mitigation, response, and recovery.

Emergent Requirement—A requirement identified after Integrated Priority List approval and requires funding in the current fiscal year.

Encroachment—Degradation and/or denial of access to a resource caused by competition for that resource.

Enduring Location—A geographical site designated by the DoD for strategic access and use to support U.S. security interests for the foreseeable future. Enduring locations include main operating bases, forward operating sites, and cooperative security locations. All three types of locations may be composed of more than one distinct site. Enduring locations are published in the OSD-approved Enduring Location Master List. **Note:** See DoDD 3000.10, DoDI 4715.05, and DoDI 4715.08 and DAFI 32-7091.

Enforcement Action (EA)—A formal, written notification by the U.S. Environmental Protection Agency or other authorized federal, State, inter-state, Tribal, regional, or local environmental regulatory agency of violation of any applicable statutory or regulatory requirement. The eDASH Enforcement Actions, Spills, and Inspections Environmental Reporting (EASIER) database is used to establish consensus whether a written notice of noncompliance is designated as an enforcement action. The following criteria are used to determine whether a written notification is an enforcement action, and the criteria are to be applied in accordance with DoDI 4715.06:

- (a) A formal written notification may include, but is not limited to, a letter, unilaterally issued compliance order, or other written correspondence sent from a regulatory agency by a person authorized to issue notices of violation and other incidences of noncompliance.
- (b) The content of the letter (i.e., not the subject line or title on the letter) determines whether a written notification is an enforcement action. The letter must cite the environmental law or regulation/permit violated, the nature of the violation, and the actions needed to correct the violation, even if those actions were corrected at the time the violation was identified.
- (c) Enforcement actions include notifications of violation of applicable permits, consent agreements, and compliance orders.

(d) Enforcement actions do not include warning letters, informal notices of noncompliance, informal notices of deficiencies, notices of deficiencies to permit applications or inspection reports, or where “potential” or “alleged” violations are referenced.

(e) Enforcement actions do not include written communications that do not cite a violation of an applicable environmental law or regulation. An enforcement action is characterized by a referral for the commencement of civil or administrative action or the issuance of an order requiring compliance and a sanction. All other written notifications shall be designated as ONONs.

(f) Internal or other DAF review, compliance review, audit, or inspection that identifies a violation of any applicable statutory or regulatory requirement is not to be counted as an enforcement action.

Engineering Controls—Management of facility operations using engineering principles (e.g., facility design, operation sequencing, equipment selection, or process limitations).

Environmental, Safety, and Occupational Health Council (ESOHC)—The Environmental, Safety, and Occupational Health group that conducts an annual review including policies and programs, establishes goals, monitors progress, and advises leadership. **Note:** See DAFI 90-801.

Environmental Action Plan (EAP)—A comprehensive plan developed under the installation EMS or developed at the EMS organizational- or programmatic-level to address environmental risks/aspects, encroachment issues, or other DoD or DAF priorities.

Environmental Aspect—An element of a facility’s activities, products, or services that can interact with the environment (i.e., creates the possibility for an environmental impact). An aspect can be thought of as the “cause” of an environmental impact but does not necessarily result in an environmental impact.

Environmental Assessment—Concise report assessing whether an Environmental Impact Statement is required or whether a Finding of No Significant Impact may be signed for a proposed action. The Environmental Assessment is used as an aid to decision-making when the potential for environmental effects in a proposal is reasonably certain and believed to be insignificant and a categorical exclusion is not appropriate or available. An Environmental Assessment provides an analysis of the potential environmental effects of the proposed action, reasonable alternatives, and a no-action alternative.

Environmental Impact—Any change to the environment, whether adverse or beneficial, wholly or partially resulting from an organization’s activities, products, or services. An impact can be thought of as an “effect” or “outcome” of an environmental aspect. A potential environmental impact is characterized by its probability and consequence. Impacts can be positive or negative.

Environmental Impact Analysis Process—A DAF-specific process that defines a systematic, interdisciplinary approach to making environmentally informed decisions, consistent with the National Environmental Policy Act and the President's Council on Environmental Quality Regulations for implementation.

Environmental Management Plan (EMP)—A plan that contains common content, applicable across the DAF, as well as installation-specific content. Final versions and working copies of standardized Environmental Management Plans are maintained in the eDASH Tool for Environmental Management Plans or VEMO ePlan Tool.

Environmental Management System (EMS)—An EMS is a systemic approach to handling environmental issues within an organization. The DAF EMS is based on the International Organization for Standardization 14001:2015 standard but modified to meet the organizational structure and mission of the DAF. It provides a continual cycle of planning, implementing, reviewing, and improving the process and actions that an organization undertakes to identify and correct deficiencies and improve environmental performance. The DAF EMS exists at various levels within the enterprise and may be referred to as an organizational-level, multi-site, or installation EMS. **Note:** See [Attachment 2](#) of this instruction for more information.

Environmental Quality—The combination of three traditional environmental pillars that need to be managed to ensure the protection of the natural infrastructure and compliance with environmental regulations. These encompass the program elements of compliance, conservation, and pollution prevention.

Environmental Restoration Program—The comprehensive program designed to address restoration of the environment affected by DAF activities.

Environmental Risk—The combination of the probability and severity of a loss or an adverse impact resulting from exposure to hazards. The greater the risk, the more likely it will cause a drain on resource capability and negatively affect the mission.

Environmental Programming Execution Tool (EPET)—This is the Air National Guard’s tool for planning, programming, budgeting, and execution which functions both as a project management tool and a single authoritative electronic repository for project and fiscal details on environmental budget requirements.

Federal Actions—Actions that are implemented or funded directly by the U.S. government. Federal actions do not include actions in which the U.S. government (to include the DAF and its subdivisions, (e.g., organizations, units, commands, etc.) participates in an advisory, information-gathering, representational, or diplomatic capacity but does not implement or fund the action; actions taken by a foreign government or in a foreign country in which the U.S. government is a beneficiary of the action, but does not implement or fund the actions; and actions in which foreign governments use funds derived indirectly from U.S. government funding. **Note:** See 32 CFR Part 187.

Field Command (FLDCOM)—USSF Field Commands include Space Operations Command (SpOC), Space Systems Command (SSC), and Space Training and Readiness Command (STARCOM).

Final Governing Standard (FGS)—A comprehensive set of country-specific substantive environmental provisions developed in accordance with DoDI 4715.05; typically, a technical limitation on effluent or discharge, or a specific management practice. The DoD-designated Lead Environmental Components (LECs) develop and maintain the FGS for their assigned countries.

Force Protection—Preventive measures taken to mitigate hostile actions against DoD personnel (to include family members), resources, facilities, and critical information.

Foreign Nation—Any geographic area (land, water, and airspace) that is under the jurisdiction of one or more foreign governments; any area beyond the states, territories, or possessions of the U.S. under military occupation by the U.S. alone or jointly with any other foreign government; and any area that is the responsibility of an international organization of governments. “Foreign nation”

includes contiguous zones and fisheries zones of foreign nations. “Foreign government” in this context includes governments regardless of whether recognized by the U.S., political factions, and organizations that exercise governmental power outside the U.S. **Note:** See DAFI 32-7091.

Geographic Combatant Command—A unified combatant command with responsibilities for a geographic region in support of U.S. strategic objectives. Its mission is to maintain command and control of U.S. military forces in a designated area of the world in peacetime as well as in conflict.

Government-Owned, Contractor-Operated (GOCO)—A facility that is owned by the U.S. government and operated under contract by a non-government, private firm.

Hazard—A condition with the potential to cause injury, illness, or death to personnel; damage to or loss of a system, equipment, or property; or damage to the environment.

High Visibility Enforcement Action (HVEA) or High Visibility Host Nation Enforcement Action—An enforcement action that requires DAF senior leadership attention that meets the following criteria:

- (a) Significant adverse public response (or high potential for it) – includes media and litigation;
- (b) Fines and/or penalties over \$25 thousand dollars assessed;
- (c) Loss of life or significant adverse impact to human health or environment (or high potential for it);
- (d) Order or Agreement issued;
- (h) Financial impact/project cost over \$50 thousand dollars;
- (i) Significant mission impact or threat of significant impact (e.g., loss of flying hours, loss/damage of built infrastructure, etc.);
- (j) Repeat of an undisputed enforcement action/host nation enforcement action;
- (l) The U.S. Environmental Protection Agency designates the installation as any one or more of the following in its Enforcement and Compliance History Online (ECHO) database: in Significant Noncompliance (SNC) with the Clean Water Act (CWA); a Significant Noncomplier (SNC) under the Resource Conservation and Recovery Act (RCRA); in a High Priority Violation (HPV) of the Clean Air Act (CAA); or an Enforcement Priority for the Safe Drinking Water Act (SDWA).

Host Nation Enforcement Action (HNEA)—A formal, written notification by the appropriate Host Nation Governmental Authority to an installation located outside the United States indicating noncompliance with the applicable environmental requirements of an international agreement, host nation statute, or host nation regulation. The eDASH Enforcement Actions, Spills, and Inspections Environmental Reporting database is used to establish consensus whether a written notice of noncompliance is designated as a host nation enforcement action. The following criteria are used to determine whether a written notification is a host nation enforcement action:

- (a) Items found to be out of compliance during an internal or other DAF review, compliance review or audit, are not to be counted as (included in this definition of) host nation enforcement action.
- (b) The host nation written notification need not cite the specific standard or criteria of the applicable FGS, DoDM 4715.05(OEBGD), or another requirement source to be met; however, the purported HN violation must be a violation of an FGS or OEBGD standard or an applicable international agreement obligation (if not already incorporated into the FGS) to qualify as a legitimate HNEA for DAF action to address it.

(c) If the written notification cites a standard that is not contained in the applicable FGS or OEBCD, overseas installations should consult the AFCEC, In-theatre Judge Advocate Office, or the appropriate organizational level for guidance. The AFCEC, In-theatre Judge Advocate Office, or the appropriate organizational level will consult the MAJCOM or FLDCOM Judge Advocate and appropriate DoD LEC, if necessary, to determine if compliance with the host nation requirement is mandatory. If compliance with the host nation requirement is mandatory, then the notification of violation of that host nation standard is treated as a host nation enforcement action.

(d) The written notification need not request or direct the installation to take corrective action.

(e) Host nation enforcement actions do not include warning letters, verbal notices of deficiencies (e.g., field inspection notes versus field citations), or notices of deficiencies to permit applications.

Initial Response—Those actions to immediately respond to a release to control, contain and mitigate endangerment to human health and the environment. Typically completed within a week of the release. Incident Commander or Installation Commander or Director determines when initial response is complete.

Integrated Process Team—A multi-disciplinary group of individuals, who are collectively responsible for delivering a defined process. The team is composed of personnel who plan, execute, and implement life cycle decisions for the system being acquired. It includes empowered representatives (i.e., stakeholders) from all the functional areas involved with the process (i.e., design, manufacturing, test and evaluation, logistics personnel, and especially, the customer). As a result of the activities relative to a system's acquisition change and evolve over its life cycle, the roles of various process teams and its members evolve.

Installation Commander—The commander of a base, camp, post, station, yard, center, homeport facility for any ship, or other activity under the jurisdiction of the DoD, including any leased facility. It does not include any facility used primarily for civil works, rivers and harbors projects, flood control, or other projects not under the primary jurisdiction or control of the DoD. For this regulation, the term 'Installation Commander' denotes that person responsible for the provision and integration of all the installation's base support services and infrastructure. On a Joint Base, this will be the supporting service's commander. However, the mission commander for supported services must be included in the approval process for installation documents that effect the supported service.

International Agreement—A multilateral or bilateral agreement, such as an installation's rights or access agreement, a Status of Forces Agreement, or any other oral or written agreement concluded between authorized representatives of the U.S. government and one or more foreign governments (including agencies, instrumentalities, and political subdivisions) or an internal organization. **Note:** See DoDD 5530.3 and DAFI 51-403.

Joint Base—A location designated in Defense Base Realignment and Closure Commission report as having installation management functions transferred from one or more installations to another installation. **Note:** A Joint Base is not a multi-site EMS.

Lead Environmental Component—The Secretary of a Military Department, Combatant Commander, or Sub-Unified Commander specifically designated by the Assistant Under Secretary of Defense for Energy, Installations, and Environment to execute the responsibilities for

environmental matters associated with DoD installations in specific foreign nations. **Note:** See DoDI 4715.05 and DoDI 4715.08.

Life Cycle—From system concept development through disposal; total phases through which an item passes from the time it is initially developed until it is either consumed in use or disposed.

Long-Term Recovery Cleanup—Those cleanup activities that are after the short-term recovery, but are required by Comprehensive Environmental Response, Compensation and Liability Act or Resource Conservation and Recovery Act statute or regulation to clean up to prescribed action levels and will require extended remediation to resolve (i.e., typically long-term recovery cleanup activities will last many months or years).

Major Command (MAJCOM)—DAF Major Commands include Air Combat Command (ACC), Air Education and Training Command (AETC), Air Force Global Strike Command (AFGSC), Air Force Materiel Command (AFMC), Air Force Reserve Command (AFRC), Air Force Special Operations Command (AFSOC), Air Mobility Command (AMC), Pacific Air Forces (PACAF), and United States Air Forces in Europe-Air Forces Africa (USAFE-AFAFRICA). Although not a defined MAJCOM, Air Force District of Washington (AFDW) exists to bring unique capabilities to the joint team protecting the nation's capital region.

Major Environmental Management System (EMS) Deficiency—Nonconformance with DAF instructions and policies that meets any of the following criteria and affects the capability of the EMS to maintain compliance, mitigate risk, and continually improve.

- (a) Multiple instances of nonconformance within an EMS element.
- (b) Missing EMS element.
- (c) Recurring issue(s) due to ineffective implementation of preventive actions.

Management Review—A process used to evaluate the suitability, adequacy, and effectiveness of an EMS (e.g., Program Management Review). Used to identify and assess opportunities to change an organization's EMS policy and objectives, to address resource needs, and to look for opportunities to improve its products. **Note:** See DAFI 90-801.

Minor Environmental Management System (EMS) Deficiency—A single nonconformance with DAF or installation instructions, policies, or eDASH/VEMO supplement procedures that does not affect the capability of the EMS to maintain compliance, mitigate risk, and continually improve.

Multi-site Environmental Management System (EMS)—An EMS that encompasses more than one installation or facility, such as the Air National Guard multi-site EMS.

National Environmental Policy Act (NEPA)—Act that establishes national environmental policy and goals for the protection, maintenance, and enhancement of the environment and provides a process for implementing these goals within U.S. federal agencies.

Natural Infrastructure—Natural resource assets (e.g., air, water, land) necessary to support current and future operational requirements.

Natural Resources—All elements of nature and their environments of soil, sediments, air, and water. Those consist of two general types, as follows:

- (a) **Earth Resources**—Non-living resources such as minerals and soil components.
- (b) **Biological Resources**—Living resources such as plants and animals.

Operational Range—A range that is under the jurisdiction, custody, or control of the Secretary of a military department and that is used for range activities, or although not currently being used for range activities, that is still considered by the Secretary to be a range and has not been put to a new use that is incompatible with range activities,” including “active ranges” and “inactive ranges.” **Note:** See Title 10 USC Section 101(e)(3) and Title 40 CFR Part 266.201 for more information.

Operations And Maintenance—In the DoD, this is the maintenance and repair of real property, operation of utilities, and provision of other services such as refuse collection and disposal, entomology, snow removal, and ice alleviation.

Organizational-level Environmental Management System (EMS)—An EMS that contains only those elements that are necessary for the organization to conduct certain necessary functions for setting and transmitting objectives and targets to lower units and for collecting, packaging, and reporting on accomplishments and compliance, such as the DAF EMS.

Other Notice of Noncompliance (ONON)—A written notification issued by the U.S. Environmental Protection Agency (EPA) or other authorized federal, State, Tribal, or local environmental regulatory agency of violation of a regulatory requirement which fails to meet the definition of an enforcement action or host nation enforcement action. These informal notifications include, but are not limited to, field citations, emails, informal letters, and documents containing wording such as ‘alleged,’ ‘potential,’ or ‘possible’ violations. Classification analysis to determine if the notice is an ONON is completed in the eDASH Enforcement Actions, Spills, and Inspections Environmental Reporting database. **Note:** See the eDASH Enforcement Actions, Spills, and Inspections Environmental Reporting database user guide for more information and examples of other notice of noncompliance notifications.

Overseas—A geographic area located outside the jurisdiction of the U.S., which includes land and associated territorial sea, contiguous zones, and exclusive economic zones of the U.S.; an area outside of the U.S. (e.g., a foreign nation). For the purposes of this instruction, overseas bases will be considered enduring bases as defined in DoDI 4715.05 and DAFI 32-7091.

Overseas Environmental Baseline Guidance Document (OEBGD)—Implementation guidance, procedures, and criteria for environmental compliance at DoD installations located outside the U.S. This document is used to develop country-specific FGS and provides the compliance criteria for use by the DAF to protect human health and the environment. **Note:** See DoDM 4715.05, Volumes 1-5 for more information.

Program Element Monitor (PEM) Parade—A phase in the planning, programming, budgeting, and execution process where the PEM briefs the headquarters corporate board and builds the case for identifying baseline requirements and advocating any requests to address disconnects (i.e., funding shortfalls) and potential offsets (i.e., where funds could come from) as part of the development of the Program Objective Memorandum submission.

Playbook—Interactive, web-based tool designed to improve, standardize, and implement Civil Engineering processes across a dispersed workforce. Playbooks provide a rapid, centralized means to supplement existing policy (i.e., DAF policy directives) with intuitive, guidance and new information. These tools are built using Civil Engineering expertise at all organizational levels, and include roles and responsibilities, step-by-step instructions, job aids, process flows, and links to relevant laws, regulations, and policies. Civil Engineering Playbooks are on the AF/A4C Civil

Engineering Portal at this link as of the date of this publication: (<https://usaf.dps.mil/teams/10041/Pages/default.aspx>).

Pollution Prevention—An environmental risk management strategy for environmental aspects associated with the processes or activities that generate pollutants.

Pollution Prevention Opportunity Assessment—A study of all the environmental aspects of all media associated with a process that generates pollution and/or has a negative impact on the environment. These assessments focus on the entire process allows identification of multiple potential opportunities for the various sub-processes.

Primary Subordinate Unit (PSU)—A unit that performs part or all the primary mission of the organization to which it is assigned. **Note:** See AFPD 32-70.

Program Objective Memorandum (POM)—A biannual memorandum submitted to the Secretary of Defense from each military department and defense agency. It proposes total program requirements for the next six years. It includes rationale for planned changes from the approved future years' defense program baseline within the fiscal guidance issued by the Secretary of Defense.

Program Management Review—An annual review of each environmental, safety, and occupational health function. Program Management Reviews include a review of management system conformance and Unit Effectiveness Inspection results. For the environmental function, the annual Program Management Review is the EMS Management Review. **Note:** See DAFI 90-801 and [Chapter 3](#) of this instruction.

Recommended Improvement Area—A type of inspection finding that identifies a process, product, or capability which could be improved by a suggested course of action.

Recovery Operations Chief—The Recovery Operations Chief must be a SME in the hazards or activities within the incident site. If it is a hazardous materials incident, the organization or individual that assumes control of the site must be knowledgeable of the hazards and recovery procedures. For example, initiating actions to contain the hazard and clean up the site to restore the area to its condition before the incident. The person in charge of that work should have an environmental engineering background and be familiar with hazardous materials clean-up requirements. If it is an aircraft incident, the recovery operations chief should be familiar with that aircraft or be a member of the interim aircraft mishap investigation team. The Emergency Operations Center Director should select the individual that will oversee the site.

Regional Counsel Office (RCO)—A branch of AF/JAOE with Eastern and Western Regional Offices seated with the Eastern and Western branches of AFCEC/CZP. The RCO is the primary negotiator of all disputed administrative environmental matters that may result in litigation, administrative action, payment of fines, penalties, and supplemental environmental projects. The RCO is the primary legal advisor to AFCEC/CZP and is responsible for classifying all enforcement actions on behalf of AF/JAOE.

Resource Allocation Model (RAM)—Method of standardizing and integrating the collection, recording, and reporting of Environmental Quality requirements data during the planning, programming, budgeting, and execution process. The Resource Allocation Model links the Environmental Quality budget and historical requirements, which helps to identify regulatory driven changes early in the programming process. It also provides senior leaders clear visibility of

Environmental Quality requirements and associated costs by installation, across the DAF portfolio, and through the Future Year Defense Program.

Risk—A combination of the probability and severity of a loss or an adverse impact resulting from exposure to hazards. The greater the risk, the more likely it will cause a drain on resource capability and negatively affect the mission.

Risk Management—A decision-making process to systemically evaluate courses of action, identify risks and benefits, and determine the best courses of action for any situation.

Short-term Recovery—Those recovery activities after the initial response necessary to restore the environment to the condition existing prior to the release or to the best available technology can complete within a reasonable period (i.e., 1-3 months). Incident Commander or Installation Commander or Director in coordination with the Recovery Operations Chief determines when the short-term recovery activities are complete.

Site—Any single parcel of land, regardless of size, used and maintained by a DoD Component.

Strength—A type of inspection finding recognizing an area/individual which far exceeds directives/mission requirements/expectations.

Subject Matter Expert (SME)—An identified expert in environmental subjects and/or programs, usually located at the Air Force Civil Engineer Center, Air Force Reserve Command, or Air National Guard Readiness Center. An aligned Subject Matter Specialist (SMS) is typically designated at AFCEC/CZ, AFIMSC Det 2/CEV or AFIMSC Det 4/CEI to be utilized by installations for intermediate support in obtaining SME advice.

Supplemental Environmental Projects—Projects performed in lieu of fines and penalties levied by the U.S. Environmental Protection Agency or other regulatory agency. The DAF views Supplemental Environmental Projects as equivalent to paying a fine, therefore, the funding guidance for fines and penalties also applies to Supplemental Environmental Projects.

Support Agreement—An intra-service, intra-agency, or inter-agency support agreement for a Supplier to provide support to a Receiver. It can take the form of a DD Form 1144, Support Agreement, Memorandum of Agreement, or Memorandum of Understanding. It is used to document recurring support to provide the unit commander with the capability to ensure resources are expended wisely and to help eliminate unnecessary resource duplication. It can also be used for single or non-recurring reimbursable support and non-reimbursable support.

Sustainability—The ability to operate in the future without decline, either in the mission or the natural and manmade systems that support it. Allows an installation to meet present mission requirements without compromising its ability to meet future requirements. Sustainability also conserves limited natural resources (including land and fossil fuels) through compact, mixed-use development.

The Environmental Awareness Course Hub (TEACH)—Web-based learning platform managed by AFCEC/CZ delivers distance learning environmental courses to the Total Force. It trains the military, civilian and support workforce to accomplish the mission in an environmentally sustainable manner.

The Environmental Assessment and Management (TEAM) Guide—The Environmental Assessment and Management (TEAM) Guide offers federal facility environmental managers a comprehensive, unified approach to environmental compliance assessments. It eliminates

duplication in the creation of program area compliance checklists for the military services and civilian federal agencies. The TEAM Guide and its State and Agency supplements address compliance in the areas of air quality, cultural and natural resources, EMSs, hazardous materials and waste, pesticide management, pollution prevention, energy conservation, petroleum, oils and lubricants, storage tanks, solid waste management, toxic substances, water quality and more.

Unit Environmental Coordinator (UEC)—Single point of contact within each unit to ensure the installation complies with environmental requirements and address organization mission considerations impacted by environmental requirements. UECs help to bridge the gap between Commanders, the environmental staff, and the shops where much of the activity takes place. They are the “eyes and ears” for the Commander and the focal point for environmental activities within their respective units.

United States (U.S.)—The several States, the District of Columbia, the Commonwealths of Puerto Rico and the Northern Mariana Islands, American Samoa, Guam, Midway and Wake Islands, the U.S. Virgin Islands, any other territory, or possession of the U.S., and associated navigable waters, contiguous zones, and ocean waters of which the natural resources are under exclusive management authority of the U.S.

Virtual Environmental Management Office (VEMO)—Pages and tools contained within the VEMO function as an electronic EMS manual and performance tracker to ensure conformance and mission effectiveness. VEMO is also used as a tool to aid in communication between the ANGRC and individual ANG bases. A link to VEMO can be found under the DAF Portal Applications.

Attachment 2

DAF ORGANIZATIONAL-LEVEL EMS STRUCTURE

Table A2.1 Requirements by EMS Element.

Organizational-Level	Requirements
DAF	- Environmental Policy (DAFPD/AFPDS) - Directive Guidance (DAFIs/AFIs, DAFMANs/AFMANs) - Roles and Responsibilities (DAFMANs/AFIs, DAFMANs/AFMANs) - Operational Controls and Resources - Legal and Other Requirements (Regulations, DoD, DAF) - EAPs and Performance Indicators (DAF-level objectives, targets, and metrics, eDASH EAP Tool) - Communication (horizontal and vertical) - Document and Records Management - Competence, Training, and Awareness - Monitoring and Measurement (DAF Dashboard, data collection and analysis, reporting to higher headquarters) - Management Review (ESOHs, Steering Committees, Environmental Management Reviews)
MAJCOMs/FLDCOMs	- Programs - Operational Controls and Resources - Supplemental Guidance (MAJCOM/FLDCOM instructions) - Roles, and Responsibilities (MAJCOM/FLDCOM instructions, policies, and guidance) - Communication (to higher and lower levels) - Monitoring and Measurement (data collection and analysis; reporting to higher headquarters) - EIP (self-inspection and external inspection oversight) - Corrective and Preventive Action - Management Review (ESOHs, Steering Committees, Environmental Management Reviews)
AFIMSC	Resources Directorate with principal responsibilities for PPBE through its Financial Management Division, Operations Research Division, and its Contracting Division working with the Air Force Installation Contracting Agency to provide the most efficient, centralized contracting support available to MAJCOMs and installations. Designated Detachments (e.g., 2 and 4, serve as on-site support and liaison between commands in which they are located and the AFIMSC enterprise, including installation Programs - Operational Controls and Resources

	- Roles and Responsibilities (DAFIs/AFIs, DAFMANs/AFMANs, and AFIMSC instructions, policies, and guidance) - Communication (to higher and lower levels) - Monitoring and Measurement (data collection and analysis, reporting to higher headquarters) - EIP (self-inspections, installation-level self-inspection and external inspection oversight) - Corrective and Preventive Action (Environmental Management Review)
AFCEC/CZ	- Scope (DAF List of EMS Appropriate Facilities) - Programs (Conformance, Compliance, Conservation, Restoration) - Operational Controls (standardized plan templates and support, permit support) - Resources, Roles and Responsibilities (DAFI/AFIs, DAFMAN/AFMANs, AFIMSC instructions, Playbooks, Business Rules, eDASH, PPBE) - Enterprise Risks (eDASH Risk/Aspect Inventory Tool) - Federal and higher headquarters Legal and Other Requirements - EAPs and Performance Indicators (objectives, targets, metrics, and eDASH EAP Tool) - Communication (horizontal and vertical) - Document and Records Management (eDASH Support) - Emergency Preparedness and Response Procedures - Competence, Training, and Awareness (TEACH, Training Development) - Monitoring and Measurement (data collection and analysis; reporting to higher headquarters) - EIP (self-inspections, installation-level self-inspection and external inspection oversight/support, Continual Evaluations, eDASH EASIER) - Corrective and Preventive Action (eDASH EASIER) - Management Review (Environmental Management Review, eDASH Management Review Tool)
AFCEC/CO	- Operational Controls and Resources (facilities and equipment) - Roles and Responsibilities (Engineering Support)
AFCEC/CP	- Resources, Roles and Responsibilities (PPBE)
ANGRC	- EMS Administration - EMS Scope (ANG List of EMS Appropriate Facilities) - Environmental Policy (Communicate AFRD 90-8, DAFIs/AFIs, DAFMANs/AFMANs) - Environmental Risks, Aspects, and Impacts

	- Legal and Other Requirements (Regulations, DoD, DAF, ANG) - Objectives, Targets, and Programs (objectives, targets, metrics, and VEMO Objectives and Targets Tool) - Resources, Roles, Responsibility, and Authority (EPET) - Training, Competence, and Awareness - Communication - Documentation and Document Control - Operational Controls - Emergency Preparedness and Response - Monitoring and Measurement (Environmental Reporting) - EIP (self-inspections, installation-level self-inspection and external inspection oversight, VEMO EDART) - Control of Records - Management Review (ESOH Steering Committee)
USAF/USSF/AFR Installations	- Scope (included organizations and units) - Commitment Statement - Risks, Aspects, and Impacts (eDASH Risk/Aspect Inventory Tool) - Legal and Other Requirements (includes state and local) - EAPs and Performance Indicators (eDASH EAP Tool) - Resources, Roles, and Responsibilities - Communication - Document and Records Management - Emergency Preparedness and Response - Competence, Training, and Awareness - Operational Controls (EMPs, T-EMP) - EIP (eDASH EASIER, MICT, IGEMS) - Monitoring and Measurement (data collection and analysis, reporting to higher headquarters) - Corrective and Preventive Action (eDASH EASIER, MICT, IGEMS) - Management Review (ESOHC, eDASH Management Review Tool)
ANG Installations	- EMS Administration - EMS Scope (included organizations and units) - Environmental Policy (Communicate AFRD 90-8) - Environmental Risks, Aspects, and Impacts - Legal and Other Requirements (state and local) - Objectives, Targets, and Programs (Action Plans) - Resources, Roles, Responsibility, and Authority - Training, Competence, and Awareness - Communication - Documentation and Document Control - Operational Controls (EMPs, VEMO ePlan Tool) - Emergency Preparedness and Response

	- Monitoring and Measurement (data collection and analysis, reporting to higher headquarters) - Evaluation of Compliance (VEMO EDART, MICT, IGEMS) - Nonconformity, Corrective Action, and Preventive Action (eDASH EASIER, VEMO EDART, MICT, IGEMS) - Internal Audit (VEMO EDART, MICT) - Control of Records - Management Review (ESOHC, VEMO Management Review Tool)
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