



UNITED STATES MARINE CORPS
MARINE AIR GROUND TASK FORCE TRAINING COMMAND
MARINE CORPS AIR GROUND COMBAT CENTER
BOX 788150
TWENTYNINE PALMS, CALIFORNIA 92278-8150

MCCSINST 5090.1B
MCCS

15 DEC 2011

MARINE CORPS COMMUNITY SERVICES INSTRUCTION 5090.1B

From: Assistant Chief of Staff, Marine Corps Community Services
To: Distribution List

Subj: ANNUAL REQUIREMENT FOR ENVIRONMENTAL TRAINING HAZCOM/ENVIRONMENTAL
AWARENESS (EA)/ENVIRONMENTAL MANAGEMENT SYSTEMS (EMS)

Ref: (a) MCO P5090.2A Environmental Compliance and Protection Manual
(b) CCO 5090.2 Marine Air Ground Task Force Training Command (MAGTFTC)
Marine Corps Air Ground Combat Center (MCAGCC) Comprehensive
Environmental Training and Education Program (CETEP) Plan

1. Situation. Marine Corps Community Services (MCCS) Environmental Compliance Coordinator in conjunction with Deputy Directors, work sections Collateral Duty Safety Officers, supervisors and managers will ensure all civilian and Marine personnel meet environmental compliance standards based on reference (a).

2. Cancellation. MCCSINST 5090.1A

3. Mission. As a requirement, all MCCS personnel shall attend MCCS, HAZCOM/EA/EMS in-house training and read reference (b). This requirement will fulfill MAGTFTC's mandatory annual environmental and refresher training while preserving MCCS's mission by complying with our nation's environmental laws.

4. Execution

a. Assistant Chief of Staff (AC/S), MCCS Intent and Concept of Operations

(1) AC/S, MCCS Intent. Environmental training of personnel assigned to MCCS is of paramount importance to the health, welfare and morale for our civilians and Marines.

(2) Concept of Operations. Civilians and Marines are required to comply with the Annual Environmental Training Plan in order to meet MCCS training requirements.

(a) Environmental Compliance Coordinator

1. Will develop a monthly schedule in conjunction with MCCS's training department to determine days and times for new hire and refresher HAZCOM and Environmental Awareness Training. Provide current learning objectives to section supervisors.

2. Compile and provide rosters to the Natural Resources and Environmental Affairs (NREA) inspecting officials.

3. MCCS Environmental Compliance Coordinator will ensure that each civilian and Marine training record is updated to reflect training completed and have records available for inspection by NREA and external regulatory agencies.

(b) Collateral Safety Duty Officers, Supervisors and Managers

1. Ensure all personnel are informed of the initial training requirements and the annual refresher training requirements.

2. Contact MCCS Personnel/Employment Division to schedule personnel for the required training.

(c) MCCS Personnel/Employment Division

1. Coordinate new hire training and monthly refresher training with the MCCS Safety and Environmental Compliance Coordinator.

2. Publish electronically a monthly training schedule.

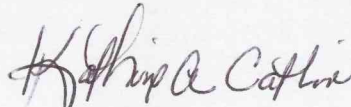
3. Update electronically the employees' official training record.

5. Administration and Logistics. Distribution Statement A Instructions issued by the AC/S, MCCS are published electronically. This instruction can be viewed at <http://www.mccs29palms.com/pages/mccsEmployees/mccsInstructions.html>.

6. Command and Signal

a. Command. This Instruction is applicable to Divisions, Branches and Departments within Marine Corps Community Services.

b. Signal. This Instruction is effective the date signed.


KATHERINE A. CATLIN

Distribution: A