

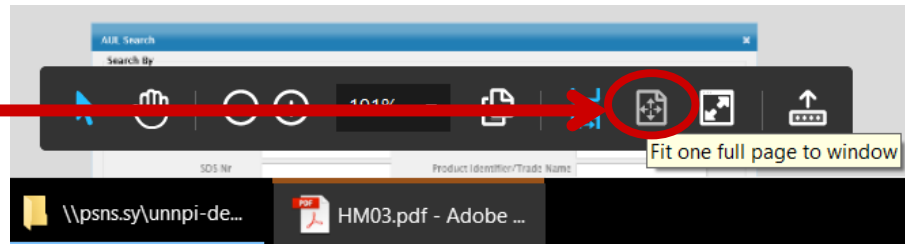
HM03 - HM PLANNING AND INVENTORY MANAGEMENT

HAZARDOUS MATERIALS AND CHRIMP TRAINING FOR PLANNERS AND CREDIT CARD BUYERS

Welcome to HM03

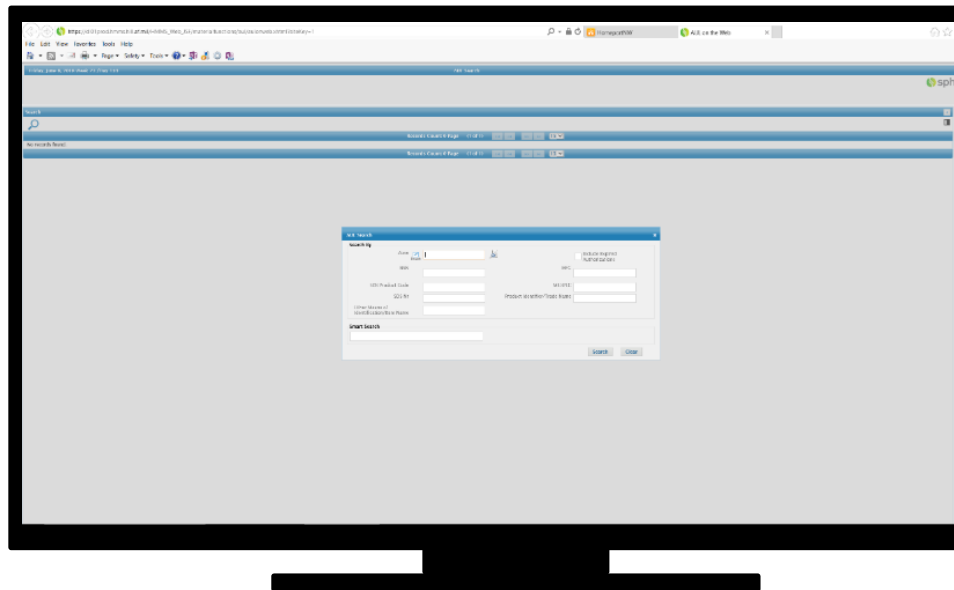
Procurement of hazardous materials involves significant obligation and added responsibilities you will learn about in this training.

For best viewing experience, click on Fit one full page in window at bottom...



CHRIMP: Consolidated Hazardous Material Reutilization and Inventory Management Program

NAVSEA's CHRIMP directive reduces HM procurement costs, promotes reuse, limits unnecessary purchases and reduces the amounts of excess and expired HM requiring disposal. It enhances safety and reduces regulatory liability by ensuring proper management of unused HM.



Welcome to HM03

At the end of this training, planners will understand how to:

- 1) Return unused Hazardous Materials (HM) to Defense Logistics Agency (DLA).
- 2) Complete the research and actions necessary to trigger HM from Central Hazardous Material Center (CHMC).
- 3) Order minimum quantities of HM to support work and avoid over-stocking.
- 4) Access resources and tools available from the Authorized Use List/MSDS link under APPS that will aid in hazardous inventory and waste minimization efforts.
- 5) Obtain authorization to purchase, trigger and use new hazardous products.

Upon course completion you will be authorized to trigger HM from CHMC at bldg 997.

Welcome to HM03

You can complete this training at your leisure. There is no test.

You can close the training and return any time you like.

Opening this training does not affect your ATMS qualification.

In some places, hyperlink file paths are displayed but you will need to copy and paste the path to your browser or search box to open the document file.

Where you see a hyperlink without a file path displayed, the hyperlink will function normally with a safe link warning.

You can proceed sequentially through the pages or use a section link to jump to where you want to go...

TRAINING SECTIONS

[TAKE ME TO HM INSTRUCTIONS](#)

[TAKE ME TO HM AUTHORIZATION](#)

[TAKE ME TO HM INVENTORY CONTROL](#)

[TAKE ME TO ORDERING HM](#)

Quick Reference Reminders for Alternates and Infrequent Users

[Jump to
Process Code Chart](#)

[Jump to
HM Trigger Format](#)

[Jump to
AUL Utilities WebComp](#)

[Jump to
AUL on the Web](#)

INSTRUCTIONS- Applicable to this training:

- PSNS&IMFINST P4110.1 - Hazardous Material Control and Management (HMC&M)
<https://syapps.psns.navy.mil/DirectivesLibrary/Documents/GetPdf?name=4110.1.pdf>
- PSNS&IMFINST 4613.1 - Outbound Material Shipment Procedures
<https://syapps.psns.navy.mil/DirectivesLibrary/Documents/GetPdf?name=4610.1.pdf>
- PSNS&IMFINST 4500.7 - Turn-In of Excess Material
<https://syapps.psns.navy.mil/DirectivesLibrary/Documents/GetPdf?name=4500.7.pdf>
- PSNS&IMFINST P4400(1) - Material and Service Procedures Manual
<https://homeportnw.psns.navy.mil/dept/200/SharedLibrary/Material/SharedDocs/P4400%20Material%20and%20Service%20Procedures%20Manual.pdf>

[TAKE ME BACK TO TRAINING](#)

INSTRUCTIONS- HM Planner Responsibilities**PSNS&IMFINST P4110.1, Hazardous Material Control and Management (HMC&M)**

PSNS&IMFINST P4110.1 directs planning, procurement, acquisition, storage, distribution, use, and disposition of hazardous material (HM) used by PSNS & IMF Bremerton site civilian employees working at PSNS & IMF Bremerton site and PSNS & IMF Detachment (DET) Everett.

- PSNS & IMF Detachment San Diego (DET San Diego) follows San Diego Volume II, Chapter 2, hazardous material control and management (HMC&M)
- PSNS & IMF DET, Yokosuka, Japan follows Japan Volume I, Chapter 1, Hazard Communication; and Japan Volume I, Chapter 2, HMC&M.

All shops, codes and addressees that purchase, store or use HM have the following roles regarding Hazardous Material (HM) control and Hazard Communication (HAZCOM):

PSNS&IMFINST P4110.1 (Excerpts)

- 1) **Ensures all containerized non-bulk HM is routed through DLA Maritime Puget Sound (building 997 or other approved sites) for receipt inspection and inventory tracking,** except HM on the AUL Exempt Product List and HM identified as "No CHRIMP Tracking" in the AUL Comments section of the AUL Detail page of AUL on the Web.
- 2) Plans jobs to ensure the proper size and quantity of HM is ordered and shelf life is preserved. **Strives to trigger only what is needed within a 30-day time frame or less.**
- 3) **Uses available inventory, when suitable, before ordering new items.**
- 4) **Screens the AUL for authorized products prior to requesting addition of new products.**

INSTRUCTIONS- HM Planner Responsibilities**PSNS&IMFINST P4110.1, Hazardous Material Control and Management (HMC&M)**

All shops, codes and addressees that purchase, store or use HM have the following roles regarding Hazardous Material (HM) control and Hazard Communication (HAZCOM):

PSNS&IMFINST P4110.1 (Excerpts)

5) Completes and submits HM Authorization Request (HMAR) for new authorizations as appropriate using:

(a) PSNS&IMF 5100/668 (Rev. 8 14) for PSNS & IMF Bremerton site and PSNS & IMF Detachment (DET) Yokosuka.

(b) PSNS&IMF 5100/869 (Rev. 11-12) for PSNS & IMF Detachment San Diego.

6) **Ensures requested products are approved by Code 106.33 and listed on the PSNS & IMF Bremerton site AUL by correct trade name, manufacturer, and stock number prior to submitting a JML.** Authorizations for zone BREM-CN and zones with prefix IMF are not authorized for purchase at PSNS & IMF Bremerton site.

7) Ensures HMAR forms are submitted with correct shelf life information and appropriate PCNs are provided throughout container lifecycle. Verifies correct PCN is used for authorization, Material Access Technology (MAT) trigger, and when a container is transferred between EUSLs or reclassified for use in a non-critical application.

8) Ensures all HM is evaluated for industrial production or maintenance use and placed on the AUL for specific zone (shop or code) and approved industrial process before it is purchased or received.

INSTRUCTIONS- HM Planner Responsibilities**PSNS&IMFINST P4110.1, Hazardous Material Control and Management (HMC&M)**

All shops, codes and addressees that purchase, store or use HM have the following roles regarding Hazardous Material (HM) control and Hazard Communication (HAZCOM):

PSNS&IMFINST P4110.1 (Excerpts)

9) Orders the optimum quantity and unit of issue in Material Requirements (MRQT) for a work process (e.g., **Direct Material Inventory (DMI) orders for HM should establish units of issue in Material Access Technology (MAT) that allow HM to be triggered in individual 16 ounce cans verses using a case as the unit of issue**) so that HM not needed for immediate work can continue to be stored at HMMC, building 997.

10) Conducts all shipments of HM to off-site locations per PSNS&IMFINST P4613.1 and this instruction.

(a) **Ensures HM intended to support off-station detachments and other off-site work is triggered from MAT to the appropriate shipping authority (e.g., building 514 kitting, building 449 packers) using the off-station trigger format per ATMS course HM03...**

(b) **Ensures HM previously issued from MAT to a EUSL is not sent off-station** unless the material needed is not available in MAT and cannot be obtained through normal supply channels in time to support the work.

(c) Ensures HM that must be shipped off-station from a EUSL is coordinated with Code 106.33 to ensure proper disposition of serial numbers and that the shipping process complies with applicable instructions, PSNS & IMF Detachment OSH manuals, host command HMC&M instructions etc.

11) Returns unused HM per PSNS&IMFINST 4500.7, Turn-In of Excess Material, or disposes as waste in accordance with PSNS&IMFINST P5090.5, Waste Management Plan (WMP).

INSTRUCTIONS- HM Planner Responsibilities

PSNS&IMFINST P4610.1 Outbound Material Shipment Procedures

Defines PSNS & IMF policy and procedures for centralized control of non-radioactive material shipments by commercial carrier. This includes moving and inspecting all outbound railcars, providing procedures for furnishing shipping data and shipping instructions for commercial shipments during and after normal working hours, and establishing procedures for local delivery sites outside the PSNS & IMF Bremerton site.

NOTE:

When transporting HM that has already been issued in MAT, PSNSIMFINST 4610.1 requires:

"Hazardous material being transported to Bangor requires a PSNS & IMF Bremerton to Bangor Hazardous Material Transfer Log PSNS&IMF 4613/5 be completed and sent to Bangor personnel 24 hours prior to acceptance at Bangor (see AUL Utility or Forms/Material)."

<https://homeportnw.psns.navy.mil/Projects/efl/Forms/PSNS4610-7.docx>

INSTRUCTIONS- HM Planner Responsibilities

PSNS&IMFINST P4400.1, Material and Service Procedures Manual

Material system policies, procedures, requirements and responsibilities of Puget Sound Naval Shipyard are governed by P4400(1), Material and Service Procedures Manual.

This manual also addresses material and service requisitioning, distribution, and inventory control and refers planners to PSNS&IMFINST P4110.1 regarding ordering procedures for HM.



[BACK TO TRAINING SECTIONS](#)

AUTHORIZATION- First Time AUL Users

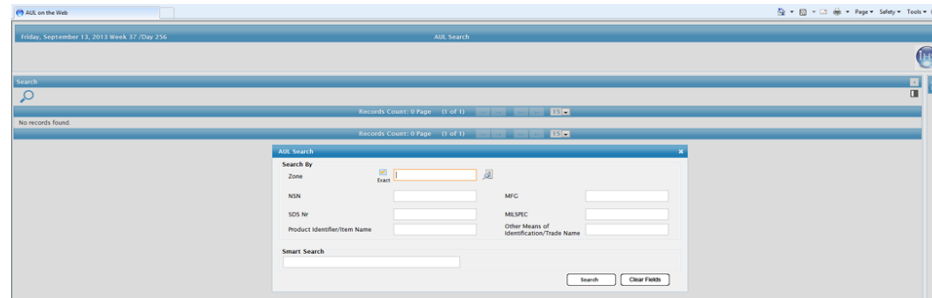
First time AUL Users may want to review the [AUL Tutorial](#).

AUTHORIZATION- Authorized Use List (AUL)

The list of all hazardous material (HM), as required by 29 CFR 1910.1200 Hazard Communication Standard that has been evaluated and authorized for purchase and use for a specific command, facility, off-station detachment, or zone. Authorizations are uniquely identified by product name and manufacturer name with a corresponding SDS and stock number and are restricted to specific processes and zones. The AUL is available from the Authorized Use List/HMMS link under APPS from the PSNS & IMF Homepage. Authorizations for zone BREM-CN and zones with prefix IMF are not authorized for purchase at PSNS & IMF Bremerton site.

The screenshot displays the PSNS & IMF website interface. At the top, there is a navigation bar with the following items: IT Status : PSNS ● NMCI ● | 2406 Jobs 25 | NYCU 30 | IT Help | Resources ▾. Below this is a banner with the PSNS & IMF logo and an American flag. A yellow arrow labeled '1' points to the 'Apps' menu item in the navigation bar. The 'Apps' menu is open, showing a list of links under the heading 'Local'. A yellow arrow labeled '2' points to the '> Authorized Use List (HMMS)' link. Other links in the 'Local' menu include CATS, Correspondence Tracking, Disposing of Shipyard Property, eRDR, ESH Toolbox, HitKit, I.D.E.A.s, MMAC, Nuclear (UNNPI/NOFORN) Manuals, Overtime Database (OTDB), PDQ, Self Assessments, Seniority Listing, Ship's Locker Inventory (SLI), Ships System Status Report (SSSR), Shipyard Planning and Execution Tracking Tool (SPETT), Shop Stores and FUM Material Query, Simplified Drum Buffer Rope (SDBR), TDY Selection, Tooling Catalogs, TWA, Waste Stream Dictionary, Waste Tracking Database, and WEL.

AUTHORIZATION- Authorized Use List (AUL)



Welcome to Authorized Use List (AUL) on the Web

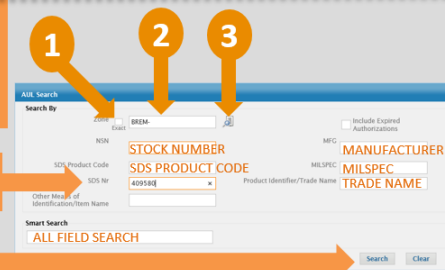
- 1) Uncheck the Exact Box
- 2) Use the "BREM-" prefix to see HM approved for use at PSNS&IMF Bremerton Site.
- 3) Use the Zone Pick List to view a specific shop or code AUL.
 - Other prefixes refer to HM authorized for off-station detachments, IMF etc. (see table below)
 - If you leave the Zone blank, you will see IMF and Bremerton AUL items.

Remember: AULs are site specific.

- 1) Uncheck Exact Box
- 2) Enter "BREM-" to search PSNS&IMF Bremerton site AUL
- 3) Click the magnifying glass icon to select a shop or code (Zone)

4) Enter Search criteria in one or more fields. Partials are OK.

5) Click SEARCH when completed.



Prefix	Authorization Applicable To
BREM-	PSNS & IMF Bremerton Site
BREM-CN	PSNS & IMF Bremerton Site Contractor
BREM-SF	PSNS & IMF Bremerton Site Ship's Force
JAPAN-	PSNS & IMF Detachment Yokosuka
SD-	PSNS & IMF Detachment San Diego
IMF-	PSNS & IMF Bangor Site

AUTHORIZATION- Authorized Use List (AUL)

AUL Search Results

Export Results to Excel or PDF

“Used at Site” refers to line items with active inventory at Bremerton Site, Bangor Site or San Diego. Items with inventory will show “Y”
Items without inventory will show “N”

SDS Product Code	SDS Nr	NSN	Product Identifier/Trade Name	Other Means of Identification/Item Name	Part Number	Kit	Manufacturer	Used at Site	Container Size	Zones
P8664	409580	804000145051	SCOTCH-WELD EC-2216 PT GRAY EPOXY ADHESIVE	ADHES SCOTCH WELD 2216 (2377)	2216 SCOTCHWELD GRAY RT B EPOXY	Yes	3M CO. - ADHESIVES, COATINGS, AND SEALERS DIVISION,	Y	1.0 QT	BREM-31, BREM-17, BREM-CN

1) Narrow your search results by typing in any of the fields on the header row

2) Click on any a line item to view details

AUTHORIZATION- Authorized Use List (AUL)

AUL Details

The screenshot displays the 'AUL Details' page for a specific hazardous material. The main content area shows product information for 'SCOTCH WELD EC-2216 PT B GRAY EPOXY ADHESIVE'. A 'Print SDS' dialog box is open, showing a table of manufacturer-provided SDS files. The table has columns for 'File', 'Date Added', and 'Primary'. One entry is visible: '22727KT.pdf' added on '20-SEP-2013' and marked as 'Primary'. Other callouts point to the 'SHELF LIFE CODE' (M), 'Hazard Compatibility Code' (GEN), and the 'Zone Details' table. The 'Zone Details' table lists various zones and their descriptions. A callout at the bottom left points to the 'SDS Comments' field, which contains the text: 'P910 Briefs , AUL comments and NO CHRIMP TRACKING'.

Click on SDS number to print the SDS

Print AUL Detail Report

SHELF LIFE CODE

Hazard Compatibility Code

Click to print Zone/Work Center AUL report

Click to expand zone/work center record to view Process Control Number (PCN)

SDS Comments: P910 Briefs , AUL comments and NO CHRIMP TRACKING

File	Date Added	Primary
22727KT.pdf	20-SEP-2013	Y

Zone	Description
SMF HMC	C.833.2 HAZMAT CENTRAL
SMF EB	ELECTRIC BOAT
SMF CARTER	CARTER PROJECT
BREM-31	SHOP 31 MACHINIST & EQUIPMENT MAINTENANCE
BREM-17	SHOP 17 SHEET METAL
BREM-CN	PSNS / NSB CONTRACTOR (CNTR) INDUSTRIAL & PRODUCTION

AUTHORIZATION- Verify for Purchase

Things to double-check before purchasing:

THIS SLIDE SHOWS THE SEARCH RESULTS FOR A QUERY WITH NO FILTERS (e.g., "BREM-" prefix was NOT applied) ... Don't assume a product is authorized because it is listed on the AUL. Verify the following for a listing you are planning to use on a JML:

a) Verify size information matches exactly.

b) Verify Trade Name (INCLUDING COLOR) matches exactly.

The screenshot shows the 'AUL Search' interface. The 'Product Identity' section includes: SDS Product Code: P142803, SDS Nr: 474578, NSN: 5970HMCN05573, Manufacturer: STANCHEM INCORPORATED DBA ALBI MANUFACTURING DIVISION, Product Identifier/Trade Name: RED PLASTISOL, Other Means of Identification/Item Name: INSULATING, COMPOUND, ELECTRICAL, Part Number: 77X0200 (RED PLASTISOL COMPOUND), Kit: No, MILSPEC: MIL-I-15265, Container Size: 5.0 CL, SLIC: 0, Haz Cd: H, HCC: GEN. The 'AUL Zone Details' table lists three zones: IMF 31R AX (C.833 RUBBER AND PLASTICS), IMF HMC (C.833.2 HAZMAT CENTRAL), and IMF 31R (C.833 RUBBER AND PLASTICS). Orange arrows point from the text above to the 'Product Identifier/Trade Name' and 'Container Size' fields.

DETERMINATION FOR THIS EXAMPLE: "RED PLASTISOL" has only been authorized for use at IMF.
 * Authorizations for zone BREM-CN and zones with prefix IMF are not authorized for purchase at PSNS & IMF Bremerton site.
 * Submit a new HM Authorization Request (HMAR) and verify authorization prior to purchasing.

The screenshot shows the 'AUL Search' interface with the date 'Tuesday, June 12, 2018 Week 24 /Day 163'. The 'Product Identity' section includes: SDS Product Code: P94662, SDS Nr: 417578, NSN: 8010LLN052252, Manufacturer: AMERON INC PROTECTIVE COATINGS DIV., Product Identifier/Trade Name: OLD FORMULA/AMERCOAT 601 BULKHEAD GRAY #26037 (NON FLAMING), Other Means of Identification/Item Name: PAINT, AMERCOAT 601 BULKHEAD GRAY 26037 5 GL CO, Part Number: AMERCOAT 601 BULKHEAD GRAY NON FLAM, Kit: No, MILSPEC: MIL-PRF-24596, Container Size: 5.0 CL, SLIC: 0, Haz Cd: H, HCC: . The 'AUL Zone Details' section displays 'No records found.' An orange arrow points from the text above to the 'Product Identifier/Trade Name' field.

c) If the Trade Name includes the words "Old Formula", this is an older SDS that remains on the AUL because we still have inventory on hand but it is no longer manufactured. This item has been reformulated and you cannot purchase the old-formula item anymore. Do NOT select this SDS number for a new purchase. Check the AUL for a newer version of the item or submit a new HMAR and SDS.

AUTHORIZATION- Verify for Purchase

Things to double-check before purchasing:

THIS SLIDE SHOWS THE SEARCH RESULTS FOR A QUERY WITH NO FILTERS (e.g., "BREM-" prefix was NOT applied) ... Don't assume a product is authorized because it is listed on the AUL. Verify the following for a listing you are planning to use on a JML:

Tuesday, June 12, 2018 Week 24 / Day 163 AUL Search

d) "Old Formula" may display in the SDS Comments field because we can no longer enter it as part of the Trade Name

Product Identity
 SDS Product Code: P102923
 SDS Nr: 425839
 NSN: 8010LLN017147
 Manufacturer: DUPONT POWDER COATINGS,
 SDS Comments: P91087, DO NOT SPRAY IN CALIFORNIA, OLD FORMULA (USE NIIN HMCN10211)

Product Identifier/Trade Name: APPLIANCE WHITE COATING POWDER #ELW50559 (OLD FORMULA)
Other Means of Identification/Item Name: POWDER COATING, APPLIANCE WHITE 5 LB BX
Part Number: ELW50559 (DO NOT USE)

Kit: No
MILSPEC:
Container Size: 50.0 LB

SLIC: 0
Haz Cd: U
HCC: GEN

AUL Zone Details
 Zone: [dropdown]
 Description: [dropdown]
 AUL Expiration Date: [dropdown]
 No records found.

There is another problem with this SDS and the one above it. [Can you find it?](#)
 ANSWER: Neither of the SDSs shown on this page have an authorized Zone (Shop or Code) attached.

Reminders:

Planners should verify the Stock Number on AUL listing they are using for the purchase matches the stock number in MAT. Email [PSNS C10633 HazardousMaterialDistro](#) to add a stock number to a SDS.

Planners DO NOT decide if a product or material is hazardous.

PSNS&IMFINST P4110.1

3. Authorized Use List (AUL)

3.1. "ALL MATERIAL" shall be evaluated (by Code 106.33) for hazardous characteristics and intended use prior to placement on an AUL.

AUTHORIZATION- Verify for Purchase

We sometimes use products in ways not intended by the manufacturer. Employers have a legal obligation to provide SDS to employees, emergency response, medical personnel, etc. Employers have a legal obligation to evaluate all materials purchased for use by employees. The only way PSNS & IMF can ensure compliance with our legal obligations is proper routing of material orders per PSNS&IMFINST P4110.1.

Ignore SDS statements like: "Non-Hazardous", "Non-Toxic", "Not Regulated by DOT", "Not subject to Hazard Communication Standard".





Code 106.33 will determine if a product or material needs to be listed on the AUL or can be exempted as an article or as a non-hazardous or AUL exempt product.

AUTHORIZATION- Adding a New product

Hazardous Material Authorization Request (HMAR)

Submit PSNS&IMF 5100/668 to Code 106.33 when authorization of a new HM is necessary.

Please provide:

-  Current SDS
-  Federal or navy stock identification
-  Shelf life code
-  Intended end user process code and work center (zone)

When requested by Code 106.33, you may be asked to identify a suitable substitute or provide adequate supporting documentation of a non-deviation requirement to justify interim use of VOC non-compliant or highly hazardous material and sign a verifying statement that no suitable substitute exists. Ensure this material is only used in accordance with the verifying statement, and continue to look for substitutes.

In cases where a standard stock item is deemed inferior, inform DLA Maritime and Code 106, so corrective action can be initiated.

NOTE: Use California Hazardous Material Authorization Request PSNS&IMF 5100/869 when requesting authorizations for PSNS&IMF Detachment San Diego.

AUTHORIZATION- Adding a New product

Errors on Hazardous Material Authorization Request (HMAR) forms can delay processing. Two required fields are frequently missed:

1) Shelf Life Code (1g):

Obtain the Shelf Life Code (SLC) from HAYSTACK GOLD under APPS / IHS subscriptions) or obtain shelf life information from the manufacturer.

Refer to PSNS&IMF P4400(1), **section 15604 SHELF LIFE MATERIAL** for additional guidance.

2) Process Control Number (Process Code) (2c):

Use the [PROCESS CODE CHART](#) to determine the Process Code Number (PCN).

C/106.33 will use the information you provide when requesting a new stock number assignment from DLA Central Data Center (CDC) at Hill AFB.

Allow 3-4 days for processing. Code 106.33 will inform you when authorization processing is complete.

HAZARDOUS MATERIAL AUTHORIZATION REQUEST (HMAR)			
Ref: PSNS&IMFINST P4110.1			
REQUEST	New AUL product <input type="checkbox"/> Update AUL <input type="checkbox"/>		Request Urgent Processing (Check only if necessary) <input type="checkbox"/>
	Replaces SDS Number(s): _____		Note: Submission of unclear, poor-quality SDS or missing information (or both) may cause delays in processing the request. Incomplete AUL forms will be returned to the requestor.
Add to HM Database for Storage Purposes ONLY Include: (1) Safety Data Sheet (SDS) (2) Printed Justification, if necessary (para. 4a) <input type="checkbox"/>			
MATERIAL ID	1a. Material trade name as it appears on the SDS:		1e. FSC:
	1b. Description of product (i.e., Nomenclature):		1f. NITN:
	1c. Manufacturer's name:		1g. Shelf-Life or SLC: _____
	1d. Distributor's name if applicable:		1h. Container size and type (e.g., 12 oz. can): _____
MATERIAL USE	2a. End use of this material is (e.g., paint, adhesive, weld filler metal, insulation):		1i. Is this material a Kit? Yes <input type="checkbox"/> No <input type="checkbox"/> Kit Name: _____
	2b. Describe where and how the material will be applied (e.g., spray application, applied to rags for cleaning, poured on material):		1j. Is kit inseparable? Yes <input type="checkbox"/> No <input type="checkbox"/> Ratio and size of parts: _____
	2c. The Process Control Number (PCN) for this use is: _____		2f. Shop using this material: _____
	2d. Activity: Marine Support <input type="checkbox"/> Non-Marine Support <input type="checkbox"/> Facility or Vehicle Maintenance <input type="checkbox"/>		2g. Command or location where material will be used: _____
	2e. Anticipated product use: Routine <input type="checkbox"/> Non-routine or One-Time Use <input type="checkbox"/>		2h. Estimated quantity of material required for this use: _____
	3a. Is a specific container size available to prevent excess unused material or waste: Yes <input type="checkbox"/> No <input type="checkbox"/>		3c. Has substitution been considered: Yes <input type="checkbox"/> No <input type="checkbox"/> Is less hazardous material available: Yes <input type="checkbox"/> No <input type="checkbox"/>
P2	3b. Is this a substitute or replacement for a more hazardous material in support of pollution prevention: Yes <input type="checkbox"/> No <input type="checkbox"/> Name of Replaced Material: _____ SDS Number: _____		
DOCUMENTATION	4a. Technical document or MIL-SPEC requiring use of this material (if applicable): _____ IF THIS SPECIFIC PRODUCT IS REQUIRED, ATTACH DOCUMENT COVERSHEET AND PRODUCT CITATION		
	4b. Requestor's Name: _____		4c. Requestors Signature: _____
	4d. Phone Number: _____	Cell Number: _____	E-mail: _____ Date: _____
	Email to: BREM_PSNCS10634HazardousMaterialDistro@navy.mil		
Code 106.33 will return an AUL Detail Report once the HMAR has been completed			
HM Help Desk: (360) 340-5279, Bldg 448, 2 nd floor			
PSNS&IMF 5100/668 (Rev. 8-2017)			

HM INVENTORY CONTROL

As a planner, you play an integral role in HM inventory control and waste minimization efforts.

NAVSEA Occupational, Safety, Health and Environment Control Manual (OSHECM) Chapter 320 requires that Naval Shipyards:

- 1) Limit HM storage in satellite lockers to a 30-day supply.
- 2) Track HM used for industrial applications from cradle to grave using a corporate data management system.
- 3) Store HM that is not immediately needed at the job site in Central Hazardous Material Center (CHMC) at building 997.
- 4) Order the optimum quantity and unit of issue in Material Requirements (MRQT) for a work process (e.g., Direct Material Inventory (DMI) orders for HM should establish units of issue in MAT that allow HM to be triggered in individual 16 ounce cans verses using a case as the unit of issue) so that HM not needed for immediate work can continue to be stored at the CHMC.

If the HM you need is ready for issue (RFI) at bldg. 997, it does not need to be triggered until 7-10 days before it is needed. When necessary, pick-up orders can be arranged quickly.

Average waterfront hold time for HM at PSNS & IMF Bremerton Site is nearly 8 months.

Triggering HM that is RFI in MAT takes an average of 20 minutes.

Triggering more HM than is actually needed to support immediate work creates notable downstream consequences...

HM INVENTORY CONTROL

SCENARIO: Joe Planner believes he has done a good job supporting his shop by ensuring the mechanics are amply supplied with everything they could possibly need.

...Meanwhile, the Hazardous Material Coordinator (HMC) at the HM locker has acquired a daunting collection of unnecessary work.



1st: The HMC must routinely inspect all containers to ensure the HM storage area is in compliance with 27 inspection criteria.

2nd: The HMC has to do a hand-over-hand inventory reconciliation each month and report usage, disposal and transfers.

NOTE: Each unique ID number is up to 12 characters of annoyingly small font.

3rd: Even if he does a good job and checks HM frequently, he is likely to be inspected by C/1000S or C/106 or S/99HM 2-3 times per year and receive at least 3 documented deficiencies. Each deficiency will require a corrective action and written response... after the boss is done with him.



HM INVENTORY CONTROL

- ☹ *A fire could start from incompatible materials being stored improperly.*
- ☹ *A container of HM could spill and go down a storm drain.*
- ☹ *A lid on a can of high VOC marine coating is left unsecured and unnecessary pollutants are released resulting in a regulatory violation and fine.*
- ☹ *The HMC may be too busy to notice that a can of HM (one he didn't really need) had expired, dried up and turned into improperly managed hazardous waste resulting in a regulatory violation and fine.*

Not long ago, a query by work center found that a case of WD-40 had been triggered when:

- * The ordering shop already had 66 cans of WD-40 spread throughout their own End Use Storage Locations (EUSL).
- * 63 of the cans were in bldg 431 where the majority of personnel worked.
- * 5 of the cans had been in shop inventory for more than 4 years.
- * In one case, a single EUSL had 18 cans.



Shop planners are responsible to ensure older HM is used up before triggering new inventory.

In this case, a person requesting the planner order a case of WD-40 for his EUSL should be directed to nearby EUSLs that have an ample supply.

Maybe 20 minutes to trigger a few more cans of something you just ordered last week isn't so bad...

HM03 - HM PLANNING AND INVENTORY MANAGEMENT

HAZARDOUS MATERIALS AND CHRIMP TRAINING FOR PLANNERS AND CREDIT CARD BUYERS

HM INVENTORY CONTROL

- 1) Plan jobs to ensure the proper size/quantity of HM is ordered and shelf life is adequate.
- 2) Strive to trigger only what is needed within a 30-day time frame or less.
- 3) Ensure local inventory is depleted or at minimum levels prior to placing additional orders.

Use the Inventory Search tool to find on-hand inventory.

The screenshot shows the PSNS & IMF website interface. The top navigation bar includes 'Home', 'Information', 'Departments', 'Projects', 'Forms/Insts', 'Apps', and 'Links'. The 'Apps' menu is expanded, showing a list of applications under 'Local', 'Bangor', and 'Corporate' categories. A red arrow points to the 'Apps' menu, and another points to the 'Authorized Use List/MSDS' link. A third red arrow points to the 'AUL Utilities WebComp' file in a file explorer window. The file explorer window shows the path 'Network > spssvr019 > nonmtrd\$ > Access > AUL > AUL PORTAL > AUL' and lists three files: 'AUL Utilities WebComp' (122,788 KB), 'AUL Utilities WebComp' (1 KB), and 'READ ME for help with accessing the AU...' (217 KB).

1) Click **Apps**

2) Select **Authorized Use List/MSDS**

3) Click **AUL Utilities WebComp** (larger ACCDE Database file)

HM INVENTORY CONTROL

Use the Inventory Search tool to find on-hand inventory.

4) Select Search / Request HM on the Waterfront

PSN/IMF Bremerton Site Hazardous Material Management Utilities
Consolidated Hazardous Material Reutilization and Inventory Management Program (CHRIMP) 06/11/2018

Inventory Searches
SEARCH / REQUEST HM on the Waterfront

Authorized Use Lists
HM Briefing / Labeling

HM Coordinator Resources

Search Inventory (partials OK)

MSDS
Trade Name 409
NIIN

OK Cancel

FORM Main Menu Form Inventory Search Results

CHRIMP

P4400 M

MATERIAL INFORMATION						MATERIAL LOCATION AND HMC INFORMATION					
Qty	Trade Name	MSDS	NIIN	Container	SL Expires	EUSL No.	EUSL Location	HMC Name	Phone	Cell	AVAILABILITY
1	COMMERCIAL SOLUTIONS 409 CLEANER DEGREASER DISINFECTANT	410543	000568144	32 OZF	10/31/2018	WF-NU01	DD3 S, Bldg 1148	RICH THEEL	476-9903	476-9903	EMAIL HMC
13	COMMERCIAL SOLUTIONS 409 CLEANER DEGREASER DISINFECTANT	410543	000568144	32 OZF	10/31/2019	974-501	Bldg 974 S Side Next to B448	TYLER PETREA	476-6537	476-6537	EMAIL HMC
1	COMMERCIAL SOLUTIONS 409 CLEANER DEGREASER DISINFECTANT	410543	000568144	32 OZF	10/31/2019	HZMN-02	DD4 Topside, NE end of Bldg 1106	TORRIE (VICTORIA) MATZ	627-6703	627-6703	EMAIL HMC
7	COMMERCIAL SOLUTIONS 409 CLEANER DEGREASER DISINFECTANT	410543	000568144	32 OZF	10/31/2019	HZMN-05	DD2 East Topside, Mid-Dock, NW Corner of B879 (Includes 3 Cabinets inside B879 HazMin)	ROZ MYERS	340-5963	340-5963	EMAIL HMC
1	COMMERCIAL SOLUTIONS 409 CLEANER DEGREASER DISINFECTANT	410543	000568144	32 OZF	10/31/2019	WF-96	DD6 S, E End of Bldg 819	LILY NATION	476-9703	476-9703	EMAIL HMC
24	COMMERCIAL SOLUTIONS 409 CLEANER DEGREASER DISINFECTANT	410543	000568144	32 OZF	3/31/2021	427-507	Bldg 427, N, Door 7, 10' to Stripper Room	LEONARDO LANOT	476-5719	476-5719	EMAIL HMC

HM Inventory Control

Each year, we pay DLA Distribution a substantial sum to manage our HM in a climate controlled warehouse with spill protection, automatic fire suppression and HM professionals handling segregation and shelf-life extensions...

HM INVENTORY CONTROL

Reducing how much HM we store on the waterfront = BIG SAVINGS.

Procurement Expense:

Estimates show we purchase at least 30% more HM than we actually use.

Management of HM on the Waterfront

Purchase and maintenance of HM storage equipment to hold excess HM, administrative cost, oversight, inspection, deficiency correction, regulatory liability etc....

Waste Management and Disposal of Excess / Expired HM

Operation of Satellite Accumulation Areas (SAA) and 45/90 day areas, oversight, transportation, administrative, disposal costs, environmental impact...

Inefficiency:

- ☒ Average hold-time for HM at EUSLs is nearly 8 months.
- ☒ Over 25% of all HM that has an expiration date expires before it is used.
- ☒ More than 20% of shelf life extension requests are rejected because investigation reveals poor management of existing inventory and a high probability that HM will expire again before it is used.

Poor management flags include:

- ☒ Hoarding (keeping quantities greater than what can be used before expiration).
- ☒ Failing to manage (using new inventory before old inventory is depleted or triggering new material while existing stock goes past expiration).



HM INVENTORY CONTROL

Hazardous Waste Minimization

- 👍 Evaluate excess HM for other suitable processes prior to making the decision to dispose as waste.
- 👍 Investigate excessive quantities of unused HM.
- 👍 Re-evaluate shop needs and revise ordering levels to provide the right size containers used by mechanics and avoid decanting. “Cheaper by the gallon” is NOT really cheaper.
- 👍 Return or REWIP unused, Condition “A” material to DLA whenever possible per PSNS&IMFINST 4500.7, Turn-In of Excess Material

HM INVENTORY CONTROL

End Use Storage Locations (EUSL)

***Know the End Use Storage Locations (EUSL) registered to your shop or code.**

- 👍 Know your Shop/Code Hazardous Material Coordinator (HMC) and maintain communication regarding expected deliveries.
- 👍 Before sending a trigger, check with the HMC or Responsible Person at the destination EUSL to ensure there is enough room for the delivery.
- 👍 When a job is cancelled or completed and excess HM remains, contact the HMC or EUSL Responsible Person to determine if the excess HM can be used for other immediate work.



HM INVENTORY CONTROL
End Use Storage Locations (EUSL)

1) Click EUSL Lists and Search

2) Enter Search Criteria

End Use Storage Location (EUSL) Lists

EUSL Search

EUSL List by Shop / Code EUSL List by Bldg/Pier EUSL List by HMC

Code 100B.12 Project EUSL List

EXIT

EUSL Code	Shop	Area	Label Location	FF	Shop Name	FF Name	FF Make
02-005	1	UNDESIGNATED HAZARDOUS MATERIALS (Per Code 100B)	ADJACENT	1	100B.1201	40-100	
02-006	1	HAZARDOUS MATERIALS (Per Code 100B)	ADJACENT	1	100B.1201	40-100	
03-003-C	1	HAZARDOUS MATERIALS (Per Code 100B)	ADJACENT	1	100B.1201	40-100	
03-004	1	HAZARDOUS MATERIALS (Per Code 100B)	ADJACENT	1	100B.1201	40-100	
03-005	1	HAZARDOUS MATERIALS (Per Code 100B)	ADJACENT	1	100B.1201	40-100	
03-006	1	HAZARDOUS MATERIALS (Per Code 100B)	ADJACENT	1	100B.1201	40-100	
03-007	1	HAZARDOUS MATERIALS (Per Code 100B)	ADJACENT	1	100B.1201	40-100	
03-012	1	UNDESIGNATED HAZARDOUS MATERIALS (Per Code 100B)	ADJACENT	1	100B.1201	40-100	
03-010	1	HAZARDOUS MATERIALS (Per Code 100B)	ADJACENT	1	100B.1201	40-100	

[BACK TO TRAINING SECTIONS](#)

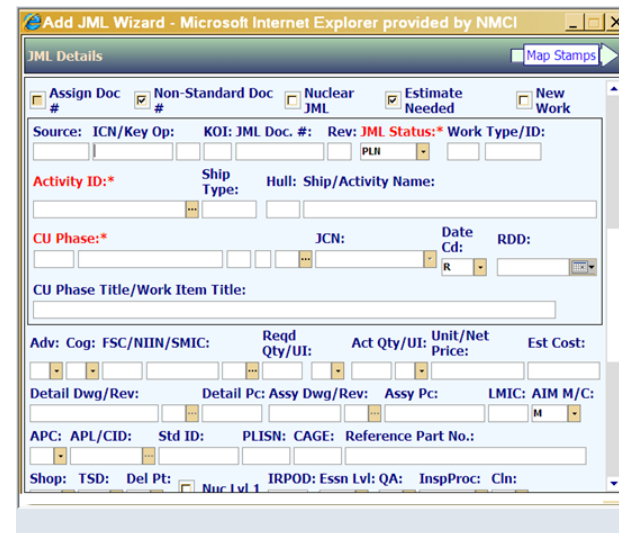
ORDERING HM- JMLs and MAT Triggers

The JML Section is optional and assumes a MRQT account and a basic understanding of MRQT and MAT...

C/244 JML Reviewer (HazMat Sheriff) released some reminders for planners writing JMLs.

If you do JMLs infrequently or are unfamiliar with recent guidance, please take time to review some high points, recent changes, reminders and lessons learned from recent JML deficiencies.

[TAKE ME TO CODE 244 DESK GUIDE](#)



ORDERING HM- JMLs and MAT Triggers

NAVSHIPYDPUGET P4400 (1); Material and Service Procedures Manual defines procedures for submitting JMLs for HM.

For training purposes, use the link below to familiarize yourself with sections of P4400 (1) that are pertinent to ordering HM.

Excerpts have been edited with current contact information and updated AUL links.

REMINDER: Always reference the current revision of Instructions for performance of work.... Examples in the training presentation are not updated and may not be current.

[TAKE ME TO PSNS&IMFINST P4400.1 HM SECTIONS](#)

ORDERING HM- JMLs and MAT Triggers

Before you do a MAT Trigger for HM:

MAT Triggers for HM require a special format. This method was established so you can provide information that DLA Distribution needs to process your order in Hazardous Material Management System (HMMS).

You will need to know your way around the online AUL Utility database to acquire the information necessary to complete your trigger:

? Where do you want the HM delivered?

This can be a registered End Use Storage Location (EUSL) or a registered Delivery Point for HM.

? What is the registration number for the EUSL where the HM will be stored?

This must be a registered EUSL.

? Is the EUSL you selected suitable for the HM you are triggering?

The HM must be compatible with other HM in the EUSL (e.g., the EUSL must be suitable for flammables if flammable HM is triggered there).

ORDERING HM- JMLs and MAT Triggers

Before you do a MAT Trigger for HM (Selecting the EUSL):

1) Click EUSL Lists and Search

Bremerton Site Hazardous Material Management Utilities Last Refresh
 Consolidated Hazardous Material Reutilization and Inventory Management Program (CHRIMP) 06/11/2018

Planning and Resource Management

Inventory Searches

SEARCH / REQUEST HM on the Waterfront

Planning Related Forms

Haz Matl Auth Request (HMAR) | California HMAR

Request Delivery from Local Reuse

Donate to Local Reuse

Bremerton to Bangor HM Transfer Log

Planner Training / Ref

HM Trigger Format for MAT

HM03 Training

Process Code Chart

Exempt Lists

AUL Exempt Products List

CHRIMP EXEMPT: No CHRIMP Tracking Excl

Other

P4400 Material Manual Version 08/2017

Authorized Use Lists
HM Briefing / Labeling

Authorized Use List (AUL)

How To Use the AUL (AUL Tutorial)

Authorized Use List (AUL)

HMMs Application (C/106, C/900P, DLA)

MSDS and P910 HM Brief

Safety Data Sheet

P910 HM Briefs

P91078 (HW32 Alt. HazCom Briefing)

P910HC Supervisor's HazCom Brief

Transfer Labels

Transfer Labels Blank Transfer Label

HM Coordinator Resources

EUSL Related Forms

EUSL Request Form

EUSL Quarterly Inspection Packet 99HM Receipts HMC

Notify 5/99HM of a Change to an EUSL

Signs and Guides

HM Storage Guide HCC Chart

HM Storage Guide with HCC Chart (11" X 14")

EUSL Inspection Guide San Diego HM Storage Guide

EUSL Inventory

Monthly Inventory Reconciliation for EUSLs

Inventory Submittals Received by C/106

Reprint Barcode Print Series Barcode Transaction History

Inventory (San Diego) Inventory (Everett)

EUSL Management

P910RP (Responsible Person Brief) Training Roster

ATMS Course HM02 Pre

EUSL Point of Contact List EUSL Lists and Search

Code 106.33 HM Trouble Desk: 340-5279

2) Enter Search Criteria

EUSL Search

End Use Storage Location (EUSL) Lists

EUSL List by Shop / Code

Code 1000B.12 Project EUSL List

Record: 1 of 1

EUSL LIST 11 10/11

HEAC Project: 412 1010
HEAC Master: 502-3304

EUSL	Change	Area Type	Location	EC	Reg Form	EF Date	EF Month
552-005	1	UNDESIGNATED HAZARDOUS MATERIALS (P-Code 4.106)	400-100-100	1	1000B.12	4/1/10	4/1/10
552-006	1	HAZARDOUS MATERIALS (P-Code 4.106)	400-100-100	1	1000B.12	4/1/10	4/1/10
560-006	2	P-2000B.12 (P-Code 4.106)	400-100-100	1	1000B.12	4/1/10	4/1/10
560-007	2	P-2000B.12 (P-Code 4.106)	400-100-100	1	1000B.12	4/1/10	4/1/10
560-008	2	P-2000B.12 (P-Code 4.106)	400-100-100	1	1000B.12	4/1/10	4/1/10
560-009	2	P-2000B.12 (P-Code 4.106)	400-100-100	1	1000B.12	4/1/10	4/1/10
560-010	2	P-2000B.12 (P-Code 4.106)	400-100-100	1	1000B.12	4/1/10	4/1/10
560-011	2	P-2000B.12 (P-Code 4.106)	400-100-100	1	1000B.12	4/1/10	4/1/10
560-012	2	P-2000B.12 (P-Code 4.106)	400-100-100	1	1000B.12	4/1/10	4/1/10
560-013	2	P-2000B.12 (P-Code 4.106)	400-100-100	1	1000B.12	4/1/10	4/1/10
560-014	2	P-2000B.12 (P-Code 4.106)	400-100-100	1	1000B.12	4/1/10	4/1/10
560-015	2	P-2000B.12 (P-Code 4.106)	400-100-100	1	1000B.12	4/1/10	4/1/10

ORDERING HM- JMLs and MAT Triggers

Before you do a MAT Trigger for HM (Selecting the EUSL):

1) Understand basic EUSL storage requirements relating to EUSL types and segregation.

HAZARDOUS MATERIAL STORAGE GUIDE
Post at End Use Storage Location (EUSL)

5	HM containers with HCC beginning with "FL" are stored in a cabinet, portable building or room that is registered for flammable storage and EUSL Registration/POC Sign is marked as "FLAMMABLES".
EUSL components where flammables are stored comply with attributes listed below:	
6	b) Cabinets for flammable liquid do not contain compressed gas. c) Cabinets for flammable liquid do not have containers with HCC: ACID, ACDFL, ACDOX, ALK, ALKFL, OXACD or OXI. d) Portable buildings with fire suppression do not contain compressed gas or containers with HCC: ACDOX, OXACD or OXI.
13	HM containers with HCC other than GEN are segregated per the HCC chart and SDS (where SDS is indicated for reference) using bins, trays, spill pallets or other spill containment measures.

2) On the next page, you'll see how to find the Hazard Compatibility Code (HCC) on the AUL Detail page and use it to verify you are triggering HM to a suitable EUSL.

PSNS & IMF HAZARD COMPATIBILITY CODE (HCC)
Post at EUSL with Hazardous Material Storage Guide

THIS CHART IS FOR STORAGE GUIDANCE ONLY AND DOES NOT ADDRESS HEALTH OR SAFETY CONCERNS
Email 'PSNSIMF C106.34 Hazardous Material Distro' if you need assistance.

HCC	OLD LABELS MAY HAVE:	DEFINITION 1) Primary Hazard 2) Subsidiary Hazard	PRIMARY STORAGE CONCERN	STORAGE GUIDANCE
ACID	ACID, COR, FLCOR	1. Corrosive (Acid)	ACID	Do not store with flammable liquids. Segregate from HCC OXI. Segregate from HCC ALK.
ACDFL	FLCOR, COR, ACDLR	1. Corrosive (Acid) 2. Flammable	ACID	Do not store with flammable liquids. Segregate from HCC OXI. Segregate from HCC ALK.
ALK	ALK, COR, FLCOR, ALKLR	1. Corrosive (Alkaline)	ALKALINE	Do not store with flammable liquids. Segregate from HCC OXI and ACID.
ACDOX	OXYCR	1. Corrosive (Acid) 2. Oxidizer	ACID	Do not store with flammable liquids. Segregate from HCC ALK. Segregate from HCC ACID. Check SDS for additional incompatibilities.
ALKFL	FLCOR, COR	1. Corrosive (Alkaline) 2. Flammable	ALKALINE	Do not store with flammable liquids. Segregate from HCC OXI. Segregate from HCC ACID.
FLAM	FLAM, HFLAM, LFLAM	1. Flammable	FLAMMABLE	Store in flammable cabinet or other area registered for flammables.
FLACD	COR, FLCOR	1. Flammable 2. Acid	FLAMMABLE	Store in flammable cabinet or other area registered for flammables. Segregate from HCC FLALK. Segregate from HCC FLOXI.
FLALK	COR, FLCOR	1. Flammable 2. Alkaline	FLAMMABLE	Store in flammable cabinet or other area registered for flammables. Segregate from HCC FLACD. Segregate from HCC FLOXI.
FLOXI	NOWTR, OXYCR, FLOXY	1. Flammable 2. Oxidizer	FLAMMABLE	Store in flammable cabinet or other area registered for flammables. Segregate from HCC FLALK. Segregate from HCC FLACD. Check SDS for additional incompatibilities.
FLSOL	FLAM, HFLAM, LFLAM	1. Flammable Solid	FLAMMABLE	Store in independent flammable cabinet. Segregate from flammable liquids. Segregate from all other HCC except GEN.
GEN	HMC	General HM with no specific storage hazard.	NA	Store in a registered EUSL.
MULTI	FLCOR, FLAM, OXYCR, COR	Multiple Hazards in Test Kits, Small amounts (ampoules etc.)	FIRE/EMERGENCY RESPONSE	Do not store with flammable liquids unless SDS identifies significant flammability hazard. Isolate and refer to SDS for storage guidance. Normally stored as HCC GEN.
OXACD	OXYCR	1. Oxidizer 2. Acid	OXIDIZER	Do not store with flammable liquids. Segregate from HCC ALK. Check SDS for additional incompatibilities.
OXI	OXY	1. Oxidizer	OXIDIZER	Do not store with flammable liquids. Segregate from HCC ACID. Segregate from HCC ALK.

[VIEW FULL SIZE HCC CHART](#)

3) Remember HCC "FLAM" and the Storage Guidance from column 4 of the HCC Chart.

ORDERING HM- JMLs and MAT Triggers

Before you do a MAT Trigger for HM (Selecting the EUSL):

4) Check AUL Details to verify the HCC designator for the item you are triggering. This Isopropyl Alcohol has a HCC of "FLAM"

AUL Details

Code: SLC: **FL**

SDS Nr: 417038 Product Identifier/Trade Name: ISOPROPYL ALCOHOL, ISOPROPANOL (99%)

NSN: 6810022865435 Other Means of Identification/Item Name: ISOPROPYL ALCOHOL, TECHNICAL

Manufacturer: TELECHEM INTERNATIONAL INC... Part Number: TT-735A GR A

SDS Comments: P91003, NOT AUTHORIZED FOR USE IN PUMP OR SPRAY BOTTLES. NOT AUTHORIZED FOR MARINE COATING EQUIPMENT CLEAN UP Container Size: 1.0 GL

HCC: FLAM

AUL Zone Details

Zone	Description
BREM-11	SHOP 11 SHIPFITTING - METAL FORGING
BREM-99	SHOP 99 / 99HM FACILITIES & PROJECT SUPPORT

EUSL List for 71 for 71

EUSL	Compt	Area Type	Locker Location	Flr	Resp Person	RP Phone	RP Mobile
1187-01	7	CONSOLIDATED (MULTIPLE COMPONENTS); 6 Flam Cabinet & 1 NFG	Bldg 1187	N/A	ANDREW DIEHL	204-2909	
457-501	1	NON-FLAM GENERAL STORAGE; 1 NFG (Room 100)	Bldg 457, Room 100	1	JESSE WOLLAM	340-0119	340-0119
457-514	1	CONSOLIDATED (MULTIPLE COMPONENTS); 1 Flam Cabinet	Bldg 457, NE Through Door 3, Room 100	1	JESSE WOLLAM	340-0119	340-0119
457-517	5	CONSOLIDATED (MULTIPLE COMPONENTS); 2 Flam Cabinet & 3 NFG (Shelves & Rm 104A)	Bldg 457, NW Through Door 11, Room 104 & 104A	1	ANDREW DIEHL	204-2909	
457-535	3	CONSOLIDATED (MULTIPLE COMPONENTS); 2 Flam Cabinet & 1 NFG	Bldg 457, NE CORNER. No room number.	1	JASON TINKER	340-6576	
857-14-C	2	CONSOLIDATED (MULTIPLE COMPONENTS); 1 Flam Cabinet & 1 NFG (Area)	Bldg 857, Door 116, NW Corner, Paint Booth Area (NFG Area is E of spray booth to aisle way-includes wood cabinet)	1	ANDREW DIEHL	204-2909	
873-502	1	FLAMMABLES; 1 Flam Room	Bldg 873, NE Paint Storage Room	1	JOE WEBER	633-9343	
873-506	1	NON-FLAM GENERAL STORAGE; 1 NFG	Bldg 873, (Powder Coat Area)	1	JOE WEBER	633-9343	
ELO-1	1	WALK-IN (FLAMMABLES CLASS 1A); 1 Walk-in	Pier 5 S OF SUBSTATION 555	N/A	Jason Thompson	204-2892	
WF-00	1	WALK-IN (FLAMMABLES CLASS 1A); 1 Walk-in	Bldg 9001, S of Bldg 946, W of Bldg 460	N/A	AARON SEWELL	551-7712	551-7712
WF-38	1	WALK-IN (CORROSIVES); 1 Walk-in (Corrosives)	Bldg 457, W, Outside Bldg 457 (White Walk-in)	N/A	JESSE WOLLAM	340-0119	340-0119

Delivery Ticket No.	Trigger No.	DMI / Shop Stores	Date
55073	TRAINING-1	DMI	6/19/2018

HM REQUESTED BY: BROWNING daniel.j.browning@navy.mil

DOC NUMBER: NA-TRAINING

NIIN: 002865435

QTY: 10

DELIVERY LOCATION INFO: **WF-38**

Deliver To Location: Bldg 457, W, Outside Bldg 457 (white Walk-in)

Area Description: 1 Walk-In (Corrosives)

POC: TERRY EDDY

Phone: 340-7785 **Cell:** 340-7785

DELIVERY NOTES

Area Type: WALK-IN (CORROSIVES)

Do Not Deliver: CORROSIVE STORAGE: Do not deliver HCC beginning with "FL" or HCC OXI.

Segregate:

Note:

HMMS STORAGE LOCATION: WF-38

HMMS Location: Bldg 457, W, Outside Bldg 457 (White Walk-in)

Area Description: 1 Walk-In (Corrosives)

Project: 71

Floor: N/A **Components:** 1 **Combo/ Key:** Contact POC if locked

POC: JESSE WOLLAM

Phone: 340-0119 **Pager:** 340-0119

HM COORDINATOR AT DESTINATION LOCKER

HMC: TERRY EDDY

HMC Phone: 340-7785

HMC Cell: 340-7785

Signature _____ Badge _____ Date: _____

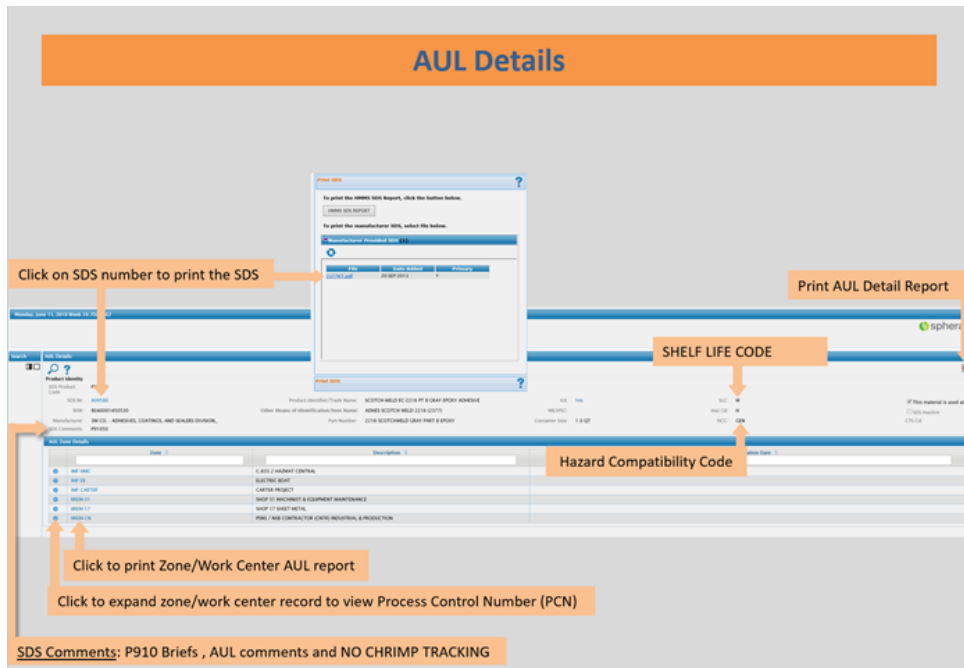
5) For this trigger, the planner triggered the isopropyl to EUSL WF-38. The Area Type for WF-38 is "WALK-IN (CORROSIVES)".

6) EUSL WF-38 will generate a delivery warning on the DLA Delivery Ticket

ORDERING HM- JMLs and MAT Triggers

Before you do a MAT Trigger for HM:

- ? Is the SDS authorization valid for the end user shop or code?
- ? Does the end user have an associated Process ID for the intended use?



When all the necessary information is acquired, enter it in MAT using the unique HM Trigger Format.

[TAKE ME TO HM TRIGGER FORMAT](#)

This file has 5 pages. Format is dependent on the type of trigger (e.g., California, Everett, AUL exempt products, etc.)

** This file is also available from the HM Management Utility Menu (left column).*

[BACK TO TRAINING SECTIONS](#)

HM03 OR HM03CC TRAINING IS COMPLETE

*****ALL ACTIONS BELOW MUST BE COMPLETED FOR AUTHORIZATION TO TRIGGER AND APPROPRIATE COURSE CREDIT***.**

1. Please print and sign a Training Record Certification, PSNS&IMF 12410/194 (Rev. 5-2018)

<https://homeportnw.psns.navy.mil/Projects/efl/Forms/PSNS12410-194.pdf>

a) The Course Title is "HM PLANNING AND INVENTORY MANAGEMENT"

b) The Course Number is "HM03" or "HM03CC".

1) Use Course Number "HM03" for authorization to write JMLs and do MAT Triggers for HM.

2) Use Course Number "HM03CC" for authorization to purchase HM using a government purchase card (GPC).

2. For remaining course credit instructions, select the appropriate column below.

HM03	HM03CC
<p>I need authorization to do JMLs and MAT Triggers for HM</p> <p>1) Turn the Training Roster to your shop/code Training Coordinator for entry into ATMS.</p> <p>2) Send an email to C/106.33 so your HM03 qualification can be added to the DLA database.</p> <p>a) Subject line should say "HM03 Completed"</p> <p>b) Include your Badge Number and Phone Number in the message body.</p>	<p>I need initial or annual requal for Government Purchase Card holders</p> <p>In order to be authorized or retain your authorization to purchase HM using a GPC an annual HM03CC refresher is required.</p> <p>1) Fax or email your Training Record Certification for HM03CC to C/420.1 at 476-4144, Attention Kevin Dolan and Marty Sampson.</p> <p>2) Submit the original Training Record Certification to your shop or code Training Coordinator to ensure your qualification remains current in ATMS.</p>

Thank You for taking time to complete this training.

Contact C106.33 Dan Browning or Julie Farrell for an urgent authorization to trigger HM.

This concludes the HM PLANNING and INVENTORY MANAGEMENT training brief. Open this training any time to review or use reference material. Your qualification will not be affected.

To report problems, outdated information or link malfunctions, email [Dan Browning, C/106.33, HMC&M Program Manager](mailto:Dan.Browning.C/106.33@HMC&M.com).

C/ 244.5 Desk Guide for Ordering Hazardous Materials

Purpose: To provide guidance in the process of ordering hazardous materials.

CHRIMP/AUL Tools:

PSNS & IMF Homepage / Apps / Authorized Use List (HMMS).

- The AUL Details page contains specific information to help you find information necessary for completing the JML.

Exempt and Consumer Products: Consumer Products are only considered exempt only when ordered within the container size limits shown on the list. Verify the container sizes are within the specified limits prior to forwarding JMLs for exempt products. Industrial sizes such as 55-gallon drums are considered industrial-use hazardous material (HM) and must be ordered as such. Mark JMLs for exempt/consumer products as "This product is HMC&M exempt".

Identifying HM: Many JMLs for HM are not properly identified. It can sometimes be difficult to determine whether an item is hazardous. Here are some tips for identifying HM:

- For stock numbered items (especially FSC 8010) check Haystack for HMIC code of "Y" or "P".
- Items identified as a KIT or Assembly (AY) often contain small amounts of HM. Close examination of components may help.
- Dry materials or objects that may become hazardous when used or burned may require HM controls (e.g. blast media, weld rod).
- Items that have shelf life (excluding rubber products) often contain hazardous compounds.
- Liquids or paste-consistency items likely contain hazardous compounds.
- ALL gases: argon, oxygen, hydrogen, CO₂, are managed as HM.
- Search the AUL using Trade Name or Nomenclature for items similar to the planned purchase.
- If you think it might be hazardous material, contact C/106.31 for assistance.

Vendors may not identify HM: Even if a vendor identifies a product as "not a DOT hazardous material", "non haz" or "not tracked as hazardous"; it may still be considered hazardous for employees who store and use it. These types of statements often refer to Department of Transportation (DOT) rules that govern transport of goods over U.S highways, railroads, water and air. OSHA governs the safety of employees and NAVSEA often provides additional guidance so never assume a vendor marking or statement identifying something as "non-haz" precludes an item from being managed as HM at PSNS & IMF.

C/244.5 Desk Guide for Ordering Hazardous Materials

Continuing problems with JMLs:

- The Generic Material block is not being consistently filled in. This is a mandatory entry block for all JMLs and is the originator's responsibility. Generic material denotes the material composition (e.g., titanium, CU-NI, etc.). If item is unknown, you may use a generic description (e.g., rubber, flux, etc.). If an item is made of several parts (such as a valve) use the material of the largest part (the valve body). Do not use "miscellaneous" or "various."
- Ordering data is incorrectly filled out. Ordering data is required for local purchase requisitions specifying a Military, Federal or Commercial Specification. The AUL ordering data serves as the ordering data.
- Reference part numbers are not being placed in the correct block. The reference part number and cage must be placed in the appropriate blocks on the JML when material is being locally purchased. This allows MAT functionality to query for locally purchased material. Avoid using spaces and unneeded punctuation in part numbers. If more than one-part number applies place one in the Reference Part Number block with the corresponding CAGE code in the Reference CAGE block and list the others in the body of the JML. This information is not necessary for stock system JMLs. TRAINING ILLUSTRATION ONLY- Links do not lead to a current revision of the instruction
- Material Spec block does not contain complete information. PSNS&IMF P4400 (1), Vol I, Appendix 5B gives specific guidance regarding the amount of information that is required for stock and vendor-supplied material. The applicable specification and any other identifying information such as type, grade, and condition must be included for all material a spec applies to, regardless of the source of supply. For local purchase (vendor-supplied) material the revision, amendment and dates must also be provided in this block.
- CHRIMP: Implementation of Consolidated Hazardous Material Reutilization and Inventory Management Program (CHRIMP) began in 2004 at PSNS & IMF. We should be realizing a significant drop in excess/expired HM disposal but large amounts of excess HM continue to be turned in to 99HM for disposal. All persons ordering HM are responsible for minimizing haz waste generated by excess or expired shelf life material.
- The following actions should be applied to all hazmat ordering.
- Material Lists from Hit KIT TWDS must be reviewed to try and identify over-ordering of hazmat.

C/ 244.5 Desk Guide for Ordering Hazardous Materials

- For example, if anti-seize is required, the planner should realize an entire can will not be needed to install six bolts. It is also not necessary to order a can for every CU Phase. Hazmat that will be used on several CU Phases should be ordered on a Material CU Phase and reference made as to the location of the material in the end-use TGI.
- Conduct a stock check in MAT (MQSTK) to determine what quantities of a particular item have been wasted. Attempt to determine root cause for that waste and judiciously plan and order the same material for current needs. Large amounts in RFI or exceeded to Cat Code 4 or 5 or Future Use Material (FUM) can be indicators we are overstocked.
- Check Regional Reuse for inventory before ordering stock system or local purchase HM. JMLs may be auto-sourced to Regional Reuse per PSNS&IMFINST P4100(1), paragraph 14213-4 and 15603-3. TRAINING ILLUSTRATION ONLY- Links do not lead to a current revision of the instruction
- Hazmat should be ordered as close to the date of need as possible to compensate for schedule changes or cancellation of planned work. JMLs can be written and activated, but should not be completed before Project Material Managers or Shop Planners are certain the material is required. Hazmat with shelf life should be timed to the schedule to avoid shelf life expiration.
- Other Actions: Code 244.5 Technical Review has noticed an increase in the number of hazmat JMLs where the originator has not verified that the using Shop is authorized per the AUL.
- It is the JML Originator's responsibility to check/verify JML information against the AUL each time HM is ordered BEFORE the JML is routed to Technical Review.
- If the AUL requires an update to include the shop or process, use the email the C106.31 distribution list to expedite your request. Include the NIIN, MSDS number, User shop and Process ID code for the specific application(s).

TAKE ME BACK TO TRAINING

PSNS&IMFINST P4400.1 - -- VOLUME I - PLANNING AND PROCUREMENT

FOR TRAINING PURPOSES ONLY – SEE CURRENT REV.

13603 HAZARDOUS MATERIAL

1. General management of hazardous material (HM) is governed by PSNS&IMFINST P4110.1E; Hazardous Material Control and Management Program. FED-STD-313D; Material Safety Data, Transportation Data and Disposal Data for, governs the assignment of Material Safety Data Sheets.
2. Identifying HM. HM may be identified several ways:
 - a. Use [Appendix 3L](#) to determine if the material being ordered falls under either the Title (non-standard material) or Federal Supply Class (standard material).
 - b. [Appendix 3M](#) is a list of Federal Supply Classes in which many, but not all, of the items are hazardous. Example of hazardous items or contents to look out for are listed next to each supply class. When in doubt concerning the effects of a particular item, contact Code 106 at 476-0783.
 - c. Search HayStack by part number or stock number. An HMIC block entry of "Y" indicates the stock number definitely contains HM. An HMIC block entry of "P" indicates the stock number may contain HM; check the technical characteristics and PID data if available for clues on whether HM truly exists. "Kits" often contain HM that is not apparent from the nomenclature.
3. Authorized Use List (AUL). All HM used MUST be listed on the Shipyard AUL or an off-station AUL for the location at which it will be used prior to ordering.
 - a. The [PSNS & IMF Bremerton site AUL](#) lists HM that is authorized for use by PSNS & IMF Bremerton Site employees at either the Bremerton Site or Bangor Site. Query the RHICS AUL using available criteria.
 - b. FOR CALIFORNIA AND OTHER OFF-STATION PROJECTS: Ensure all HM to be used in California is authorized for the zone, per the San Diego AUL, (Use "SD-" for Zone Selection [see below]). If you need to use material at a location not shown as an Authorized Zone in the AUL, email [Code 106.33 distribution list](#) to see if a permit change is required prior to use. The Authorized Use List/MSDS Page may contain information regarding use/authorization for other off-station work locations.

PSNS&IMFINST P4400.1 -- VOLUME I - PLANNING AND PROCUREMENT**FOR TRAINING PURPOSES ONLY – SEE CURRENT REV.****13603 HAZARDOUS MATERIAL continued**

c. Not Authorized for New Purchases. Certain commodities are no longer authorized for purchase, or carry purchase restrictions. Because we may still have some of the item onsite however, we are required to maintain an AUL listing for Hazard Communication purposes. The AUL details sheet for any given item will have a line stating “Authorized for Purchase” with “Y” or “N” after it. If you encounter this, marked as “No” for any material you are ordering, you should contact Code 106 for information on the restriction regarding the item. You may be directed to buy a less hazardous item that has already been identified or seek a new item as substitute. If the item is a Low Use Exempt coating, see [13605-4](#) for ordering guidance. An item may also be on the AUL but temporarily or permanently not authorized for purchase for a variety of reasons (e.g. too much inventory already in the Shipyard). If you suspect this may be the case, Code 244.4 (Bill McKail 6-6641) can assist you in filling your need from existing stock.

d. If you cannot locate material on the AUL with the information you have, contact [PSNS C10633 HazardousMaterialDistro](#)

e. Obtaining an AUL listing

- You must first contact the manufacturer or distributor of the product for an MSDS. You will also need to know shelf life information for this item (if any), so it is recommended you request it at the same time you are requesting an MSDS. You may request the manufacturer fax the MSDS and shelf life info directly to Code 106 at 476-8550.
- Complete a Hazardous Material Authorization Request Form, PSNS 5100/6 available under FORMS/Environmental from the Homeport NW Home Page and fax it to Code 106 at 476-8069. Include the MSDS if it was not faxed directly.
- Code 106 will evaluate the material, list it on the AUL, and assign it a local HM stock number. They will notify you of the MSDS number and local stock number to record on the JML. At the same time, they will establish the stock number in the MAT AUL.

f. After Code 106 sets up the NIIN and accompanying information in MAT, you may query using an MQSTK to find the Primary Hazard Code information and shelf life. ONLY THEN may the item be ordered. The Primary Hazard Code and shelf life information will also autofill an MRQT JML when the NIIN Query Button is used with the local HM stock number.

4. HM JML coding is shown in paragraph [15603](#).

**PSNS&IMFINST P4400.1 -- VOLUME I - PLANNING AND PROCUREMENT
FOR TRAINING PURPOSES ONLY – SEE CURRENT REV.**

13604 HAZARD CODES

1. Material that is hazardous or, due to special properties, requires special storage or handling is designated by a hazardous material code. Hazard Codes exist for flammability, toxicity, Electrostatic Discharge (ESD)

PSNS&IMFINST P4400.1 Excerpts - 2

sensitivity, and other material characteristics. This code resides in tables within MRQT and MAT.

2. When a JML is prepared for a stock numbered item and the NIIN Query Button is used, the pre-assigned code is auto filled into JML Block 53 (Primary Hazard Code). The codes and their meanings can be found in MRQT by accessing the pick list for Block 53. If you order a stock numbered item that you know should carry a hazard code because it is listed on the PSNS&IMF or San Diego AUL (regulated because of environmental or personnel hazard) and one does not load when the NIIN Query is used, contact [PSNS C10633 HazardousMaterialDistro](#) to update the MAT AUL.

3. Haystack gives hazard code information and ESD sensitivity information under the [FLIS Header] when stock numbered material is queried. The hazard code information appears under a "HMIC" heading; ESD information appears under an "ESDEMI" heading. When ordering ESD-sensitive material that shows a hazard code, replace the code with a "9" and forward the JML as usual. If you get an error message about the MAT AUL, call Bill McKail at 476-2886.

4. When ordering nonstandard radioactive sources material (which requires special storage or handling but does not require AUL listing as hazardous contact Code 244.4 (476-2886 or 1435) for assistance in determining what Primary Hazard Code to assign and to have them establish the MAT AUL record. Failure to ensure proper hazard code designation can result in JMLs not batching properly to MAT, which delays the material order.

TAKE ME BACK TO TRAINING