

PERFORMANCE WORK STATEMENT (PWS)

1.0 INTRODUCTION

- 1.1: The purpose of this requirement is to procure. The contractor shall treat collected OWW to separate it into its core components. Following treatment, the contractor shall recycle the recovered used oil for energy recovery purposes and properly dispose of the remaining treated wastewater and waste residuals in accordance with all applicable regulations, to include, Federal, National, Provincial and Local to Japanese Prefectural, Municipal Regulations, References, Attachments, and PWS stated herein.
- 1.2 The contract provides for filling purchase requirements of the requiring activities for services during a specified contract period with performance to be scheduled by placing task orders with the contractor. The following activities are defined as the requiring activities for this contract;
- Ship Repair Facility-Japan Regional Maintenance Center Detachment Sasebo (SRF)
 - Military Sealift Command, USNS Visiting Ship and MSC Time Charter Vessel (MSC)
 - Naval Beach Unit 7 Sasebo (NBU-7)
 - Commander Fleet Activities Sasebo (CFAS) Environmental
 - CFAS Port Operations (Port Ops)
- 1.3 This requirement incorporates performance standards that establish the performance level required by the Government (Govt) to meet the contract requirements. The standards are measurable and structured to permit an assessment of the contractor's performance. The surveillance plan is stated in Quality Assurance Surveillance Plan (QASP).

1.4 List of Deliverable Form.

From Number	Para	Deliverable Title
Form-A	4.5.1.a	Notification of PFAS Sampling Event
Form-B	4.5.3.a	Copies of Test Results from PFAS Sampling Event
Form-C	4.5.3.f	Notification of Requirement to Incinerate OWW and Manifest for Disposal
Form-D	6.3	Environmental Protection Plan (EPP)
Form-E	6.4.3	List of Employees
Form-F	6.5.3.b	Initial Spill Notification
Form-G	6.5.3.d	Spill Report
Form-H	6.6.b	Notification of JIS Sampling Event
Form-I	6.6.c	Copies of Test Results from JIS Sampling Event
Form-J	6.7	Transportation Manifest for Industrial Waste and Hazardous Waste
Form-K	6.7.1	Contractor Waste Disposition Form
Form-L	6.7.2	Hazardous Waste Record of Turn-In
Form-M	7.1.a	Monthly Performance Report
Form-N	7.1.b	Weekly Contractor's Barge Report

2.0 APPLICABLE PWS REFERENCES AND ATTACHMENTS

- 2.1 The contractor shall perform all work in strict compliance with the most current versions of the following governing documents.
- Reference (a) Current version of Japan Environmental Governing Standards (JEGS)
 - Reference (b) CFASINST 5090.5 (Spill Prevention and Response Planning [SPRP] Policy)
 - Reference (c) COMUSFJ Memo 29 May 20
 - Reference (d) COMUSFJ Memo 18 Nov 20
 - Reference (e) Office of Assistant Secretary of Defense Memo 01 May 24
 - Reference (f) OPNAV-M 5090.1, Environmental Readiness Program Manual
- 2.2 Following Attachments are incorporated into this PWS.
- PWS Atch (1) Environmental Protection Plan (EPP) Template
 - PWS Atch (2) CFAS Environmental Policy Statement

PWS Atch (3) Environmental Management System Awareness Training (EMSAT) Instruction
 PWS Atch (4) List of the Govt Point of Contact (POC) *(provided upon award)*
 PWS Atch (5) Quality Assurance Surveillance Plan (QASP)

3.0 DEFINITIONS

The following definitions are applied to this contract:

“Contracting Officer” – A person designated in PWS Atch (4). Contracting Officers have authority to enter into, administer, or terminate contracts and make related determinations and findings. Contracting Officers may bind the Govt only to the extent of the authority delegated to them. Contracting Officers are responsible for ensuring performance of all necessary actions for effective contracting, ensuring compliance with the terms of the contract, and safeguarding the interests of the United States in its contractual relationships. In order to perform these responsibilities, Contracting Officers should be allowed wide latitude to exercise business judgment. Under this contract, only the Contracting Officer has the authority to issue task orders and obligate government funds.

“Corrosives” - Wastes possessing a characteristic of corrosivity, which generally corresponds to a pH of less than or equal to 2 or greater than or equal to 12.5.

“Disposal” - Discharge, deposit, injection, dumping, spilling, leaking, or placing of any waste into or on any land or water. Proper disposal effectively mitigates hazards to human health and the environment.

“Govt Technical POC (TPOC)” – A person designated in PWS Atch (4). The Govt TPOC has the responsibility for technical and administrative functions, including providing technical direction, clarification, guidance, pass coordination, schedule coordination, evaluate contractor’s performance, receipt and acceptance of the service, assist invoice for payment; however, does not have the authority to change the terms and conditions of the basic contract and task order.

“Govt Environmental POC (EPOC)” – A person designated in PWS Atch (4). The Govt EPOC has the responsibility to support management and execution of environmental programs that ensure installation compliance with all applicable environmental laws and regulations, including providing technical direction, clarification, guidance, approve discharge, and evaluate contractor’s performance.

“Hazardous Waste” - A waste that may be solid, semi-solid, liquid, or contained gases and either exhibits a characteristic of a hazardous waste as defined in the JEGS or is listed as a hazardous waste in the JEGS. Does not include domestic sewage sludge, household wastes, and/or medical wastes.

“Industrial Waste” - Solid waste generated by industrial processes and/or manufacturing that is not characterized as hazardous waste in accordance with the JEGS.

“Japan Environmental Governing Standards (JEGS)” - Specific environmental compliance criteria and management practices with which all DOD activities and installations in Japan must comply.

“Manifest” - A shipping paper used to control and track the movement of industrial or hazardous waste.

“Oily Wastewater (OWW)” - OWW can be;

- Bilge water, water containing bulk fuels, fuel tank cleaning wastewater, ballast tank wastewater, compensating tank wastewater, bulk fuel tank bottom wastewaters, hydro-blasting wastewater and wastewater,
- Wastewater contaminated with small amounts of Aqueous Film Forming Foam (AFFF) that are incidental to normal operations. For clarity, concentrated or activated AFFF, and the associated cleaning water, are not covered by this contract,
- Any fuel produced from used oil by processing, blending or other treatment and also include any oil or waste petroleum (diesel, jet fuels containing FSII, F-76, mixed fuel waste) or Petroleum Oil and Lubricant product that has been refined from crude oil or is synthetic oil, and

- Off-specification feed water, boiler and steam generator blow-down, seawater and brine.

“Perfluoroalkyl-and Polyfluoroalkyl Substances (PFAS)” - A group of manufactured chemicals used in industry and consumer products, which includes perfluorooctanoic acid (PFOA) and perfluorooctanesulfonic acid (PFOS). Commonly found in AFFF.

“Recycling” - The process of converting waste materials into new materials and objects. For the purposes of this contract, this refers specifically to the process of preparing and transferring treated waste oil for its intended reuse as an energy source, as documented by a Recycle Certificate.

“Treatment” - Any method, technique, or process, designed to change the physical, chemical, or biological character or composition of any waste. Treatment includes neutralization, energy or material resource recovery, or any process rendering a waste non-hazardous or less hazardous; safer to transport, store or dispose of; or amenable for recovery, amenable for storage, or reduced in volume. Elementary neutralization of hazardous wastes is not considered as treatment.

“Treated waste oil” - Separated/treated OWW that was received from the Govt by the contractor and shall be recycled by another contractor with notification to the Govt EPOC.

“Used oil” - Used oil that is recycled for reuse or burned for energy recovery is termed “used oil fuel.” Used oil fuel includes any fuel produced from used oil by processing blending or other treatment. “Used oil” means any oil or other waste petroleum, oil, or lubricant product that has been refined from crude oil, or is synthetic oil, has been used, and as a result of such use, is contaminated by physical or chemical impurities. Oil exhibiting the characteristics of reactivity, ignitability, corrosivity, and toxicity, is still considered used oil, unless it has been mixed with other hazardous waste. Used oil mixed with hazardous waste is a hazardous waste and will be managed as a hazardous waste.

4.0 REQUIREMENTS

4.1 General

4.1.1 The contractor shall perform the complete, end-to-end management of OWW, which includes the following primary functions:

- a. Collection, receipt, transfer, and holding of OWW.
- b. Treatment of collected OWW to separate oil, water, and solids.
- c. Recycling of all recovered used oil in accordance with this PWS.
- d. Disposal of all treated wastewater, sludge, and other waste residuals in accordance with all applicable regulations.

4.1.2 Provide all necessary personnel, applicable subcontractors, labor, analysis, transportation, packaging, equipment, proper fenders, supplies and materials to perform sampling and analysis, separating, packaging/containerizing, compilation and submission of required documentation, inspecting, labeling, loading, unloading, removing and transferring/disposing/treating/recycling of OWW and wastes. The contractor shall have capability to provide the following requirements per day.

- a. Accept at least 50,000 gallons or more of OWW per job, per day.
- b. At least a total of 2,000,000 gallons OWW holding capacity.
- c. At least seven (7) OWW treatment and collection barges (treatment barge is able to treat OWW 15,000 gallons or higher per hour) are required. Each barge must have at a minimum 50,000 gallons of capacity to hold OWW (smaller barge may be acceptable).
- d. At least one (1) OWW vacuum truck shall have 2,400 gallons (approximately 10-ton vehicle class) of capacity to hold OWW.

4.1.3 The service shall be performed during daylight hours in the area of CFAS.

- 4.1.4 The Govt TPOC will schedule a service within terms and conditions of the contract and a task order. See FAR 52.216-18 Ordering (b). The schedule is provided to the contractor by the Govt TPOC. The contractor shall provide services in accordance with the schedule.
- 4.1.5 Provide a qualified Contractor Manager (CM) who shall be responsible for the overall performance of the work and be given authority to make on-site decisions on behalf of the contractor. The CM shall speak both English and Japanese (translator is acceptable). The CM shall be available within three (3) hours during normal duty hours to request meetings for the discussion of any issue with the Govt TPOC, EPOC, and/or Contracting POC.
- a. Submit the CM list and notify any update to the Govt Contracting POC.
- 4.2 OWW Barge Service (CLIN x001)
- 4.2.1 The contractor shall provide the following services:
- a. On-site OWW barge listed in accordance with para 4.1.2.c.
 - b. Tug boat(s) to move the contractor's OWW barge to the desired location.
 - c. Collect, receive, transfer, hold, and treat OWW received from the Govt individual ship(s) and tank(s). When OWW barge service is ordered and scheduled, accepts OWW from the Govt OWW collection barges.
 - d. Conduct PFAS sampling test and dispose wastewater (see para 4.5).
 - e. Adequate surveillance to prevent any spills during the entire transfer process.
 - f. Maintain OWW barge cleanliness, organized, and keep the decks free of oily residue and waste at all times.
- 4.2.2 The Govt will provide the following services:
- a. Required hose and fitting from ship's outlet connection to the contractor's OWW barge.
 - b. Hose and fitting connections to the riser on board the Govt ship.
 - c. Discharge OWW by the Govt's pump.
 - d. Transfer watch stander for the Govt ship's side of the operations.
- 4.2.3 A job is measured per day, per ship and defined as when an OWW barge service is scheduled for and set aside for active OWW collection.
- 4.2.4 The OWW treatment system shall be available and ready to use on a 24 hour-a-day basis. The contractor shall provide monitoring of the treatment system whenever in use.
- 4.3 Providing Hose and Fitting Service (CLIN x002)
- The contractor shall provide a 300 feet hose with 1 ½ inch, 2 ½ inch, 2 inch, and 3 inch male or female cam-lock fitting. The hose shall be flame retardant and oil proof for transferring OWW from ship outlet connection to the contractor barge. The Unit of Issue for this requirement is one (1) Each per day, defined as one (1) hose and one (1) cam-lock fitting.
- 4.4 OWW Vacuum Truck Service (CLIN x003)
- 4.4.1 The contractor shall provide following services:
- a. Vacuum truck listed in accordance with para 4.1.2.d.
 - b. One (1) 300-foot hose with 1 ½ inch male and female cam-lock fitting and one 300-foot hose with 2 ½ inch male and female cam-lock fitting.
 - c. Vacuum OWW from various locations (ship tanks, POL bulk storage tanks, above and below ground tanks, portable storage tanks, oil water separators, pits, sumps, containment drains, and various sized drums and holding containers), receive, hold, transfer, and treat OWW.
 - d. Adequate surveillance to prevent any spills during the entire transfer process
 - e. Connect contractor's hose and fitting to the Govt tank drain.
- 4.4.2 The Govt will provide following services;
- a. Transfer watch stander for the Govt side of the operations.

- 4.4.3 A job is measured per day, per vacuum truck and defined as when a vacuum truck is scheduled for and set aside for active OWW collection of up to 2,400 gallons (10 ton) per job. The Govt may request multiple locations for per day per vacuum truck.
- 4.4.4 Collected OWW under paragraph 4.4 shall be considered as part of quantities already being treated under paragraph 4.2, therefore no additional transfer and treatment charge shall be applied.
- 4.5 PFAS Sampling Test and Wastewater Disposal
Cost for the requirement of para 4.5 shall be included in para 4.2.
- 4.5.1 The contractor shall not add fresh water before a sampling event.
- 4.5.2 The contractor shall conduct sampling, testing, and analysis of effluent prior to treated wastewater discharge.
- The contractor may transfer treated wastewater to other barge/tank and conduct sampling, testing, and analysis of effluent. The contractor shall notify the Govt EPOC three (3) working days prior to transfer treated wastewater.
 - The contractor shall notify the Govt EPOC prior to each PFAS sampling event by submitting Form-A (Notification of PFAS Sampling Event).

Deliverable form preparation instruction:

Form Number	Form-A
Deliverable Title	Notification of PFAS Sampling Event
Govt Approval	Not required.
Due	At least five (5) working days prior to each sampling event.
Media	By E-mail (write Form Number in subject line).
Format	Contractor's form is acceptable (write Form Number).
Content	Contain at least following information. - Order number and reporting period. - Scheduled sample date and location. - Contractor POC for additional questions or inspections. - Sampling ID. - Barge No. or Facility name. - Name of Laboratory. - Quantity of collected OWW with breakdown (order number, customer/ship name, quantity of gallon). - Quantity of used oil with manifest number. - Quantity of treated wastewater (parent population of the test).
Distribution	Submit to the Govt EPOC and the Contracting POC.

- Sampling, testing, and analysis shall be conducted in accordance with requirements of PWS Reference (d) (e), and (f), DoD procedures for sampling PFAS as promulgated in the DoD Environmental Laboratory Accreditation Program (DoD ELAP) through a DoD ELAP-accredited laboratory.
- Laboratories capable of meeting the DoD ELAP requirements applicable to Reference (f) can be found at www.denix.osd.mil/edqw/accreditation/accreditedlabs. Table B-24 has been added to the DoD/Department of Energy Consolidated Quality Systems Manual (QSM) for Environmental Laboratories, version 6.0.
- The contractor's selected laboratory shall indicate the numeric quantitation limit for PFOS and PFOA on all results reports and shall be able to quantitate combined levels of PFOS and PFOA in wastewater to below 50 parts per trillion (ppt).
- Sampling Personnel Requirements: Sample collection personnel shall be trained in accordance with PWS Reference (g), Chapter 7-3.7, and shall include, at a minimum:
 - Basic sampling techniques
 - Specific sampling techniques as required
 - Completion of sampling documentation
 - Health and safety training

v. Ethics Training

- g. Per Environmental Protection Agency (EPA) Draft Method 1633 8.2.3, Samples must be shipped with sufficient ice to maintain the sample temperature below 6 °C during transport for a period of at least 48 hours to allow for shipping delays. Contractor should coordinate sampling events and receipt of samples with the analyzing laboratory. The contractor shall inform the Govt EPOC immediately if the lab receives sample out of holding time/temperature parameters. Based on the specific situation, the Govt will determine if the lab shall process the sample if re-sampling is necessary.

4.5.3 The contractor shall provide copies of test results from each sampling event to the Govt.

a. Deliverable form preparation instruction:

Form Number	Form-B
Deliverable Title	Copies of Test Results from PFAS Sampling Event
Govt Approval	Not required.
Due	Within five (5) working days of receiving results.
Media	By E-mail (write Form Number in subject line).
Format	Contractor's form is acceptable (write Form Number).
Content	Contain at least following information. a. Contract number, task order number, and reporting period. b. Attach copy of original test report from laboratory (pdf). c. Contractor POC for additional questions or inspections. d. Sampling ID of Form A, Notification of PFAS Sampling Event. e. Name of Laboratory. f. Quantity of the used oil and the wastewater.
Distribution	Submit to the Govt EPOC.

- b. The contractor shall meet the effluent limits set by USFJ in PWS Reference (d) of below 50 ppt combined for PFOS and PFOA. If wastewater does not meet this limit, the contractor shall, at no additional cost to the Government, re-treat and re-test the batch. This re-treatment and re-testing process may be attempted a maximum of three additional times (for a total of four tests).
- c. If the fourth test (the third re-test) of the same batch also fails to meet the limit, the contractor shall cease treatment attempts, notify the Govt EPOC, and proceed with disposal in accordance with Chapter 16 of the JEGS (Reference (a)). The contractor shall manage transport and disposal to a licensed off-base facility after fully characterizing the waste stream.
- d. The contractor shall obtain approval from the Govt EPOC (CFAS) prior to treated wastewater discharge.
- e. Before discharge, stir and re-check condition of the treated wastewater. If wastewater quality has declined (due to turbidity, etc), the contractor shall re-treat the entire batch; however, no unapproved wastewater can be added. The contractor shall re-test the wastewater to ensure it continues to meet all applicable regulations.
- f. The contractor must identify and get pre-approval for at least one alternative, licensed disposal facility or method in the Environmental Protection Plan in case the primary incineration facility is unavailable.

Deliverable form preparation instruction:

Form Number	Form-C
Deliverable Title	Notification of Requirement to Incinerate OWW and Manifest for Disposal
Govt Approval	Not required.
Due	Within one (1) working day of determination.
Media	By E-mail (write Form Number in subject line).
Format	Contractor's form is acceptable (write Form Number).
Content	Contain at least following information. a. Order number and reporting period. b. Justification for requirement to incinerate. c. Quantity requiring incineration.

	d. Documentation supporting incineration requirement (as applicable).
	e. Contractor POC.
	f. Sampling ID of Form A, Notification of PFAS Sampling Event
Distribution	Submit to the Govt EPOC.

5.0 SAFETY REQUIREMENTS

5.1 The contractor shall;

- a. Take proper safety and health precautions to protect the workers, public, property of others and the environment, in accordance with Occupational Safety and Health Administration (OSHA), Japanese, Navy, Federal, State and local laws and regulations, as well as all work item references, at all times.
- b. Be responsible for identifying and complying with all safety requirements set forth in applicable safety and health regulations and/or base installation safety procedures.
- c. Be responsible for ensuring that their agents, employees, or subcontractors perform the work in a safe manner while executing the services of this contract.
- d. Ensure that all personnel involved in the handling and transportation of the material listed herein are trained in the area of spill response and general first aid procedures.
- e. Maintain standards designed to minimize the possibility of fire, explosion, or any unplanned release or migration of hazardous waste or its constituents to the air, soil, surface or groundwater.
- f. Be required to wear Personal Protective Equipment while working on U.S. installations during the handling of hazardous materials or operating equipment.
- g. Agree that their personnel and equipment are subject to safety inspections, investigations, and evaluations by the Govt personnel. The Govt will point out safety discrepancy to the contractor. The contractor shall submit corrective action report within 24 hours after the Govt notice.
- h. Not run through service line(s) fire zone boundaries unless quick disconnects are installed in temporary service lines within 6 feet of the opening, door, or closure. The quick disconnects shall be marked with international orange tape and be positively identified with durable unique markings that include the maintenance activity name, service type, location, and shore side shut-off points. All service line(s) shall be able to be secured and pulled back within 3 minutes. Fuel gas/oxygen/compressed gas hoses, steam lines, hoses pressurized above 140 PSI, or hoses carrying hazardous/toxic/flammable materials shall not run through fire zone boundaries. Hose numbers or sizes shall not restrict free and easy access or closure of fire zone boundary doors.
- i. Ensure hoses are kept clear of the decks utilizing temporary support trees or ship's structural members, such as beams, braces, and welded brackets and arranged to minimize tripping and other safety hazards and to all free access through doors, hatches, and passageways.
- j. Route service line(s) to allow emergency access and egress to all areas of the ship and shall not impede damage control and watch stander performance of duties. Where appropriate, run temporary services outboard to keep passageways clear.
- k. Take appropriate action, such as fall protection when access to or from the barges.
- l. Use non-spark producing tools when applicable on the barges.
- m. Plan emergency evacuation including mustering location, communication, and reporting etc.

5.2 Occupational Health and Safety Training

The contractor shall comply with the instructions of the cognizant Navy Medical Department with respect to avoidance of conditions which create a nuisance or which may be hazardous to the health of military or civilian personnel. The contractor is responsible for ensuring that their employees receive applicable Occupational Health and Safety Training and remains current on regulatory required specific training for the type of work to be conducted onsite. All contractor and subcontractors who are expected to perform work at CFAS, performing tasks that have the potential to cause a significant nuisance, which may be hazardous to the health of military or civilian personnel shall be competent on the basis of appropriate education, training or experience.

6.0 ENVIRONMENTAL REQUIREMENTS

- 6.1 The contractor shall comply with all applicable Japanese laws and regulations, standards listed in the JEGS, applicable CFAS instruction series, and PWS Reference (a) - (g).
- 6.2 The contractor shall have necessary valid license(s), permission(s), and/or authorization(s) to accomplish the requirement, e.g. Industrial Waste Collection & Transportation and Industrial Disposal.
- 6.3 The contractor shall submit the proposed EPP (see PWS Atch (1), EPP Template). The EPP must be reviewed annually and resubmitted for approval. Any substantive changes to procedures or equipment must be submitted for government approval at least 30 days prior to implementation. The contractor shall not perform any work until the Govt EPOC (CFAS) approves the EPP.

Deliverable form preparation instruction:

Form Number	Form-D
Deliverable Title	Environmental Protection Plan (EPP)
Govt Approval	Yes, required.
Due	Submit whenever EPP is updated.
Media	By E-mail (write Form Number in subject line).
Format	Contractor's form (with form number) is acceptable as long as it covers all elements listed in EPP Template.
Content	Contain all content covered in EPP Template and provide adequate details concerning actions to be taken for environmental protection.
Distribution	Submit the Govt EPOC.

- 6.4 In accordance with the policy and procedures identified in the PWS Atch (2), CFAS Environmental Policy Statement, the contractor shall perform work under this contract consistent with the objectives of the Environmental Management System (EMS) program. EMS is a framework for environmental stewardship that applies to all tenants and activities operating on CFAS, which monitors the following:

- a. Protection of the environment and pollution prevention efforts,
- b. Compliance with environmental regulations and DoD/Navy policy,
- c. Continual improvement of the EMS and enhanced environmental performance.

EMS will be integrated into business processes, cost-effectively resourced, and evaluated quarterly via the Environmental Protection Council (EPC) to ensure objectives and targets are advanced and compatible with the strategic direction of the base, and reviewed annually. A risk-based approach is utilized to assess work practices and processes on CFAS at high-risk locations, locations that have potential for adverse impacts to the environment, the Mission, and host-nation relations. The Environmental Division will monitor EMS implementation and conduct environmental walkthroughs of high-risk locations and worksites as needed. The contractor shall perform work under this contract consistent with the following EMS Goals and Policy.

6.4.1 EMS Goals:

- a. Reduce purchase and use of toxic and hazardous materials.
- b. Expand purchase of green products and services, increase recycling.
- c. Reduce energy and water use.
- d. Increase use of alternative fuels and renewable energy.
- e. Integrate green building concepts in major renovations and new construction.
- f. Prevent pollution at the source.
- g. Continual improvement.
- h. Minimize spills.

6.4.2 EMS Policy:

- a. Protect public health and the environment by being an environmentally responsible member of Sasebo's community.
- b. Preserve natural, historic and cultural resources.
- c. Conserve natural resources by reducing what we discard, reusing items, and recycling materials, which includes purchasing products made from recycled materials.

- d. Integrate sound environmental practices into all operations and business decisions; Integrate environmental protection requirements and pollution prevention initiatives into the early planning, design and procurement of facilities, equipment and material.
- e. Prevent or minimize pollution at its source and seek out ways to eliminate or further minimize use of hazardous materials and generation of hazardous waste.
- f. Maintain a sound partnership with regulatory agencies to sustain compliance with existing and new environmental laws and regulations.
- g. Enhance the program as the Govt develops and implements the EMS.
- h. Adhere to this policy, remind one another to do so, and ensure that our entire community knows this is our policy by our actions as well as our words.

- 6.4.3 The contractor and subcontractors who are expected to perform work at CFAS under this contract shall complete CFAS EMSAT. The contractor shall ensure that its employees are aware of their roles and responsibilities under the EMS program and how their performance affects work performed under the contract. Use the Environmental Compliance, Training and Tracking System (ECATTS). Instructions for completing EMSAT is provided in PWS Atch (3), EMSAT Instruction. The contractor shall provide a name list with training certifications.

Deliverable form preparation instruction:

Form Number	Form-E
Deliverable Title	List of Employees
Govt Approval	Not required.
Due	a. Submit within fifteen (15) calendar days after award or prior to commencement of work. b. Submit updated list within five (5) calendar days, when any change occurs to the list.
Media	By E-mail (write Form Number in subject line).
Format	Contractor's form is acceptable (write Form Number).
Content	Contain at least following information. a. Contract number and the contractor's name. b. Name of employees with completion date of trainings. c. Supervisor's signature and date.
Distribution	Submit to the Govt EPOC and Contracting POC.

- 6.4.4 The contractor shall provide monitoring and measurement information, as necessary, to address environmental performance relative to environmental, energy, and transportation management goals. In the event an EMS nonconformance or environmental noncompliance occurs, which is associated with the contracted services, the contractor shall;
- a. Take corrective and/or preventive actions immediately.
 - b. Assume legal and financial liability for the noncompliance.
 - c. Submit the root cause and preventive measures to the Govt EPOC and the Contracting POC within ten (10) working days.
- 6.5 Prior to the start of any OWW transfer action on water, the contractor shall ensure a spill boom is completely installed around the contractor barges ensuring proper containment with no gaps or spaces. The contractor shall have spill response equipment staged and ready for use for shore-based operations prior to the start of any OWW transfer action. All environmental protection matters shall be coordinated with CFAS Port Ops.
- 6.5.1 The Govt will provide Spill boom when the service is provided inside India Basin, Juliet Basin, and/or NAVSUP Fuels Facilities.
- 6.5.2 The contractor shall provide:
- a. Spill boom when the service is provided outside the India Basin, Juliet Basin, and/or NAVSUP Fuels Facilities.
 - b. Secondary spill boom when the contractor needs to transfer OWW from a contractor's barge (alongside the Govt ship and inside of Govt spill boom) to other contractor's barge (outside

of the Govt spill boom) to encompass whole barges. Applicable to inside or outside of Indian Pier, Juliet Basin and NAVSUP Fuels Facilities.

- 6.5.3 All spills and releases caused by the contractor during the performance of work is the contractor's responsibility and liability. The contractor shall;
- Have a spill response kit on-site to contain and cleanup spills and releases.
 - Report ANY spill or release regardless of amount or source immediately upon detection to Local Emergency Dispatch (911[from DSN] or 0956-50-0911[from cell phone]). Any sheen on the water is reportable.

Deliverable form preparation instruction:

Form Number	Form-F
Deliverable Title	Initial Spill Notification
Govt Approval	Not required.
Due	Within fifteen (15) minutes after the incident.
Media	By Telephone.
Format	N/A
Content	Notify at least following information. a. Date and time, location and name of ship. b. Type of waste spilled. c. Number of personnel exposed to the spill.
Distribution	Notify following officers. a. Fire Department Dispatch Center. Commercial: 0956-50-0911 or DSN: 911 b. CFAS Port Ops. Commercial: 0956-50-2313 or DSN: 252-2313 c. The Govt EPOC and TPOC.

- Prevent, contain, and clean up all spills on the Govt property, caused by the contractor, in a manner that complies with applicable local laws and regulations, PWS Reference (a) and (b), at no cost to the Govt.
- Submit Spill Report.

Deliverable form preparation instruction:

Form Number	Form-G
Deliverable Title	Spill Report
Govt Approval	Not required.
Due	Within two (2) hours after the initial spill notification.
Media	By E-mail (write Form Number in subject line).
Format	Use USFJ Form 50 (Electric Form is available at CFAS Environmental Division).
Content	Contain at least following information. a. Date and time, location and name of ship. b. Type of waste spilled. c. Number of personnel exposed to the spill. d. Cause of spillage. e. Clean-up action taken.
Distribution	Submit to the Govt EPOC, TPOC, and Contracting POC.

- Reimburse the Govt for all labor and supply costs, to respond, contain, and clean up spills to include disposal cost for wastes generated from the spills if cleanup is accomplished with Govt assets.

6.6 Japanese Industrial Standard (JIS) Testing and Sampling

The contractor shall conduct sampling and testing of effluent discharge from the treatment barge quarterly (November-January, February-April, May-July, August-October) in accordance with JEGS, USFJ, and all other applicable requirements.

- a. The sampling and testing shall be conducted in a laboratory that is certified by the Japanese regulatory authority for the applicable JIS test method. The contractor shall sample and test to ensure that the parameters in JEGS Chapter 9 Section 9.4, “EFFLUENT LIMITATIONS FOR WASTEWATER DISCHARGES,” (Table 9.5 and 9.6) and PWS References (b) through (e) are met. The contractor shall test Chloride Ion by test method JIS K0102 35 per JEGS Chapter 9 Section 9.4.
- b. The contractor shall notify each testing and sampling event.

Deliverable form preparation instruction:

Form Number	Form-H
Deliverable Title	Notification of JIS Sampling Event
Govt Approval	Not required.
Due	Within three (3) working days prior to each sampling event.
Media	By E-mail (write Form Number in subject line).
Format	Contractor’s form is acceptable (write Form Number).
Content	Contain at least following information. a. Order number and reporting period. b. Scheduled sample date and location. c. Contractor POC for additional questions or inspections. d. Sampling ID. e. Barge No.
Distribution	Submit to the Govt EPOC.

- c. Copies of test results from each sampling event shall be provided.

Deliverable form preparation instruction:

Form Number	Form-I
Deliverable Title	Copies of Test Results from JIS Sampling Event
Govt Approval	Not required.
Due	Within five (5) working days of receiving results.
Media	By E-mail (write Form Number in subject line).
Format	Contractor’s form is acceptable (write Form Number).
Content	Contain at least following information. a. Order number and reporting period. b. Attach copy of original test report from laboratory (pdf). c. Contractor POC for additional questions or inspections. d. Sampling ID of Form-H, Notification of JIS Sampling Event.
Distribution	Submit to the Govt EPOC.

- 6.7 The contractor shall sample, test, and profile waste streams from the treatment barge and provide the Govt EPOC with written disposal disposition as industrial waste and copies of the waste stream analysis on the hazardous characteristics of all waste streams. If the result of the profiling exceed a standard of the industrial waste, these industrial waste shall be treated as hazardous waste.

Deliverable form preparation instruction:

Form Number	Form-J
Deliverable Title	Transportation Manifest for Industrial Waste and Hazardous Waste
Govt Approval	Not required.
Due	Prior to Industrial Waste and/or Hazardous Waste leaving the base.
Media	Hard Copy
Format	Printed form of manifests (write Form Number).
Content	Contain at least following information. a. Generator’s name, address and telephone number. b. Destination, name, address and telephone number. c. Type of waste. d. Description of waste. e. Item nomenclature, actual name of waste being disposed. f. Signature of receiving facility, date and time. g. Transporter’s name, address and telephone number.
Distribution	Submit to the Govt EPOC.

6.7.1 Industrial Waste

The contractor shall dispose of industrial waste (non-regulated waste sludge and filters) generated from treatment operations in accordance with Japanese regulations and law.

Deliverable form preparation instruction:

Form Number	Form-K
Deliverable Title	Contractor Waste Disposition Form
Govt Approval	Not required.
Due	When the contractor transports used oil and/or sludge off-base. Final disposition of the waste shall be due to the Government within thirty (30) calendar days after disposal.
Media	By E-mail (write Form Number in subject line).
Format	Use the Govt Form (Electric Form is available at CFAS Environmental Division).
Content	The Govt EPOC will provide written disposition for industrial waste, and/or used oil fuel via the contractor Waste Disposal Form and verify and sign the contractor-generated Japanese serialized manifest for transportation and disposal of industrial waste or recycle of used oil fuel. Contain at least following information. a. Contract number and/or task order number for tracking and auditing. b. Type and quantity of waste or recycled used oil fuel. c. Final disposal destination (per Industrial Waste Disposal Plan). d. Sub-contracting plan, if any. e. Information from the generator (Government) to the contractor with regard to the proper disposal of the waste (see provided form). f. Yen amount gained by the contractor for resale of used oil.
Distribution	Submit to the Govt EPOC and the Contracting POC.

6.7.2 Hazardous Waste

The contractor shall sample and test hazardous waste. No disposal of hazardous waste will occur until the Govt EPOC reviews environmental sampling results. After sampling and testing, the contractor shall turn in Hazardous Waste to the Hazardous Waste Operations Branch Disposal Facility, Building 1653. The Govt will pick-up and dispose hazardous waste.

Deliverable form preparation instruction:

Form Number	Form-L
Deliverable Title	Hazardous Waste Record of Turn-In
Govt Approval	Not required.
Due	When hazardous waste is turned into CFAS Hazardous Disposal Center.
Media	By E-mail (write Form Number in subject line).
Format	Use the Govt Form (Electric Form is available at CFAS Environmental Division).
Content	The report shall be completed in its entirety.
Distribution	Submit to CFAS Hazardous Waste Disposal Center via the Govt EPOC.

6.8 The contractor shall separate treated waste oil from OWW for recycling at “No Cost” to the Govt. The contractor shall keep all revenue generated from the sale of the treated waste oil for energy recovery purposes. The contractor shall provide following documents to the Govt EPOC.

- A copy of the Japanese Customs Declaration on Import of Oils and Fuels Form prior to the Govt releasing physical custody of the treated waste oil to the contractor.
- A signed and/or stamped (Inkan) of the Recycle Certificate, Receipt Letter or Manifest from the treated waste oil recycling company or facility.
- Deliverable form preparation instruction, see Deliverable Form-K.

6.9 Periodic inspections of any of the facilities operated by the contractor may be conducted by the Govt EPOC, TPOC, or authorized officials on a no-notice basis. The Govt reserves the right to collect samples for testing, at no contractor expense, as required for validation, environmental testing, and research purposes. The contractor shall accept such inspection / sampling / testing / research immediately and support / arrange the Govt inspectors. In the event that a regulatory agency assesses a monetary fine against the Govt for violations caused by the contractor negligence, the contractor shall reimburse the Govt

for the amount of that fine, costs of defending against administrative or other legal action, remedial action, and other costs.

- a. Provide proper safety support or safe walkway (ex. Ladder, hand rail, ramp, etc) for the Govt as necessary.

7.0 OTHER REQUIREMENTS AND NOTES

7.1 The contractor shall;

- a. Provide “Monthly Performance Report,” which includes operation of the treatment barge, collection barge location and executed barge days or vacuum truck, gallons collected.

Deliverable form preparation instruction:

Form Number	Form-M
Deliverable Title	Monthly Performance Report
Govt Approval	Not required.
Due	Within ten (10) calendar days following the end of the month.
Media	By E-mail (write Form Number in subject line).
Format	Contractor’s form is acceptable (write Form Number).
Content	Contain at least following information. a. Contract number, task order number, name of customer/ship, reporting period, and report date. b. Quantity service and quantity of OWW (daily account and total by gallon) per each task order. c. Quantity and Yen amount gained by the contractor for resale of used oil.
Distribution	Submit to the Govt TPOC, EPOC, and Contracting POC.

- b. Provide “Weekly Contractor’s Barge Report.” This report is a kind of balance sheet for the contractor’s barge.

Deliverable form preparation instruction:

Form Number	Form-N
Deliverable Title	Weekly Contractor’s Barge Report
Govt Approval	Not required.
Due	Every Monday.
Media	By E-mail (write Form Number in subject line).
Format	Contractor’s form is acceptable (write Form Number).
Content	Contain at least following information. a. Report Number and Report Period (Monday – Sunday). b. Total numbers of barge used and Total Holding Capacity. c. Name of barge, Normal holding capacity of each barge, Name and holding capacity of the final discharge tank, and 80% capacity of the final discharge tank. d. Daily in/out amount of OWW with subject (e.g. task order number, ship name, transfer to treatment barge No., transfer to used oil tank, etc.) per day per barge. e. Remaining OWW holding amount from last week per barge, Weekly total of OWW in/out amount per barge, and Total holding amount of OWW per barge (e.g. Last week + This week = Total holding amount). f. Total remaining OWW holding amount from last week of all barges, Total weekly OWW in/out amount of all barges, and Total holding amount of OWW of all barges. g. Capacity available remaining shown in Percentage (e.g. Holding OWW / Capacity of barge).
Distribution	Submit to the Govt TPOC, EPOC, and Contracting POC.

- c. Be required to adhere to all requirements to obtain base passes for all contractor workers and to meet Harbor Security and Base Security requirements for barges, boats and vehicle operators and equipment inspections. The contractor and its personnel must adhere to CFAS rules and regulations at all times.

- d. Move the barges and any supporting afloat equipment off base when a typhoon is expected to impact the Sasebo area. CFAS Port Ops will provide the contractor with a Tropical Cyclone Conditions of Readiness (TCCOR) notification at each level of readiness attained by the installation. The contractor shall be responsible for all costs associated with moving any contractor property due to inclement weather conditions.
 - e. Provide barge location and movement to CFAS Port Ops by 14:00 (JST) the day before the service. Ask CFAS Port Ops mooring location for the contractor's barges every day.
- 7.2 CFAS Port Ops will provide service craft to move and place contractor-furnished treatment and/or collection barges under an emergent situation. The Govt reserves the right to move any contractor-furnished barge(s) and/or truck(s) when the Govt determines movement is necessary.
- a. When the contractor is required to land a barge onto a dry-dock caisson, a minimum of two vessels must be used to maintain positive control of the barge due to the grave consequences that may result if the dry-dock caisson is damaged. The Govt reserves the right to stop or redirect the movement of any contractor-furnished barge(s) when the Govt determines an unsafe condition exists due to lack of positive control of the barge(s).
- 7.3 Notification of Inspection
- 7.3.1 During the course of performance, and at any time subsequent to performance if related to the course of this contract, the contractor shall notify the Contracting POC in writing, within two (2) working days of the contractor becoming aware of such, of any inspection by a Governmental agency, either national, provincial, or local, of any scheduled or unscheduled inspection, of the contractor or one of its subcontractors, for compliance with any of the following;
- a. Environmental laws and regulations.
 - b. Health and safety laws and regulations.
 - c. Labor laws and regulations.
 - d. Licensing and permitting laws and regulations.
 - e. Audits or investigations related to tax, fraud and import/export laws.
- 7.3.2 Once the contractor obtains following information, notify/update to the Contracting POC in writing, within two (2) working days.
- a. Name, address, and contact information for governmental agency that inspects/inspected.
 - b. Purpose of the inspection and specific description of what is/was inspected.
 - c. Whether there was any indication at the time of the inspection as to whether the contractor or its subcontractor was in or out of compliance with the applicable laws or regulations.
 - d. Whether the contractor or subcontractor expects any publicity in the media as a result of the inspection.
 - e. Copies of any correspondence and written material received or produced prior to or contemporaneous to the inspection.
- 7.3.3 A copy of any inspection report and correspondence relating to the inspection and the results and consequences of the inspection, shall be submitted to the Govt TPOC, EPOC, and the Contracting POC within three (3) working days of contractor or subcontractor receipt of any such report or correspondence.
- 7.4 Notification of Events Likely to Appear in News Media
- The contractor shall provide prompt written notice to the Govt TPOC, EPOC, and the Contracting POC, within 24 hours of the event, of any events that occur during course of performance of this Contract that involve the contractor or any of its subcontractors, that reasonably have the potential to be reported, positively or negatively, by the news media.

(End of PWS)