



DEPARTMENT OF THE NAVY
NAVAL FACILITIES ENGINEERING COMMAND
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IN REPLY REFER TO

5090
Ser 009003/ENC-MD
10 February 2014

From: Commander, Naval Facilities Engineering Command

Subj: ENVIRONMENTAL RESTORATION, NAVY (ER,N) PROGRAM ACTIVITY
SALARY AND SUPPORT FUNDING

Ref: (a) CNO N45 ltr 5090 Ser N45C/N5U9011435 of 26 Sept 05
(b) CNO N45 ltr 5090 Ser N45C1/N4U732542 of 5 Jan 05

Encl: (1) Funding Eligibility for Installation Functions involving the ER,N Program

1. NAVFACENGCOM is the Budget Submitting Officer and Execution Agent for the ER,N program. References (a) and (b) further delegated to NAVFACENGCOM the responsibility of establishing the level of ER,N funding for installation personnel that provide support to the Navy/Marine Corps Environmental Restoration (ER) programs. With the merger of the environmental staffs from the Naval Facilities Engineering Command (NAVFAC) and the Commander, Navy Installations Command (CNIC) staff, as well as the maturing of the ER,N program, the roles and responsibilities of installation personnel supporting ER functions have evolved over the years are being redefined to better serve the program.
2. Enclosure (1) provides the roles and responsibilities of the activity personnel the ER,N program will support with centrally managed funds. Installation personnel play a critical coordination role in the program by providing on site coordination of Environmental Restoration (ER) response actions, addressing Installation Commanding Officer's (ICOs) and Commanding General (CGs) concerns and assisting with public and Restoration Advisory Board (RAB) meetings. However, as the ER,N program continues to mature and as more sites reach Response Complete, the level of installation level support needed to support ER efforts will decrease accordingly. NAVFAC Remedial Project Managers (RPMs) will coordinate ER,N program requirements with installation environmental staff, and leverage existing staff and resources to the greatest extent practical. ER,N funding will only support specific functions; it is intended to help RPMs performs his/her duties not duplicate them.
3. This office will provide final approval of the annual level of activity salary support for each individual installation. For Navy installations, approved ER,N installation salary and support will be provided via the annual NAVFAC Resource Allocation Plan (RAP) process. For Marine Corps Installations, approved ER,N salary and support costs will be provided to the Installations via a Navy funding document issued by the cognizant Ech III component.

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4. The Headquarters point of contact for this effort is Mr. Mario Dumenigo. He can be reached at (202) 685-9329 or at mario.dumenigo@navy.mil.

A handwritten signature in black ink, reading "Larry E. Douchand". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

LARRY E. DOUCHAND, PE
Assistant Commander for
Environmental Programs

Distribution:

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Environmental Restoration, Navy (ER,N) Program Funding Eligibility for Functions Involving the Installation Personnel

The Environmental Restoration, Navy Program (ER,N) is centrally funded and executed by the Naval Facilities Engineering Command (NAVFAC). OPNAVINST 5090.1D spells out roles and responsibilities for Navy installation personnel in supporting the program. The Marine Corps will update MCO P5090.2 to reflect these roles and responsibilities.

As the ER,N program continues to mature and more sites reach the Response Complete and Site Closeout milestones, the installation level efforts supporting the ER response actions will decrease accordingly. NAVFAC Remedial Project Managers (RPMs) will coordinate installation level ER support requirements with installation environmental staff, and leverage existing staff and resources to the greatest extent practical. ER,N funding will only support specific functions; installation level support it is not intended to help RPMs perform their normal RPMs duties or duplicate them.

NAVFAC HQ sets the annual level of activity salary support for each individual installation based partially on input from the component command, work complexity and funding priorities. For Navy installations, approved ER,N installation salary and support will be provided via the annual NAVFAC Resource Allocation Plan (RAP) process. For Marine Corps installations, approved ER,N salary and support costs will be provided to the Installations via a Navy funding document issued by the cognizant Ech III component.

During execution of the restoration program at an installation, Environmental Restoration, Navy funds are eligible to be used for performance of the following tasks:

- Research historical activity records pertaining to the environmental restoration sites
- Provide on-site logistical support
- Coordinate access for off-station personnel, including regulators, community members, and ER contractors
- Coordinate fieldwork with contractors/station personnel for removal actions, site investigations, groundwater monitoring, utility clearances, etc.
- Coordinate site visits by regulators and ER contractors as part of ER site evaluations
- Inspect equipment and monitoring wells to ensure equipment is operating properly. Check for vandalism and integrity of site security
- Provide ROICC/FEAD coordination during the construction phase of the cleanup
- Maintain on-site and local off-site Administrative Records
- Establish, maintain and host RAB meetings at Navy/USMC installations including all logistical support
- Help develop and execute a Community Relations Plan in conjunction with and approved by the ICOs or CGs
- Express command/regional perspective in remedy selections
- Coordinate ER remedial actions with installation/regional compliance managers to identify potential impacts to other programs

- Coordinate with other appropriate installation/region staff to determine current and future land uses of the site before and during the development of remedies
- Ensure hazardous and non-hazardous waste shipping documentation (Including manifests and generator waste profiles from IR site investigation and remedial actions) are properly executed (including proper signatures)
- Inspect Investigative Derived Waste (IDW) containers that remain onsite to verify adherence to labeling and onsite storage requirements
- Perform periodic inspections of ER sites including assistance with Land Use Control (LUC) inspections and use of NIRIS LUC Tracker as needed.
- Liaison with NAVFAC RPM on LUCs and other compliance issues that arise from intrusive activities onto ER sites
- Assist NAVFAC RPM in coordination of installation ROD signatures, Five Year Review document signatures and ER program briefs to ICOs or CGs.
- Assist NAVFAC RPM with installation and PAO coordination of ER related media inquiries
- Create and publish Public Notices, RAB meeting agendas, etc.
- Notify NAVFAC RPM on high visibility and/or mission critical issues on, near, or otherwise related to ER sites
- Advise NAVFAC RPM of observed contractor progress on non-SIOH bearing ER work

ER activities other than those listed above may be required and performed in order to maintain appropriate installation/region management and oversight, but should be performed without additional ER,N salary support. These activities may include, but are not limited to:

- Evaluation of technical data of ER documents. This is the role of the NAVFAC RPM; but, it does not exclude installation/region personnel from reviewing ER documents with the purpose of expressing command/regional perspectives in remedy selections/land use controls and impact on operations, which is ER,N eligible.
- Represent landholder interests during partnering meetings with regulators, if desired
- Reconcile Installation Master Plan/Activity mission with ER,N related activities
- Liaison with NAVFAC RPM on Military Construction that may have an environmental restoration component
- Enforce Land Use Controls once an individual site reaches Response Complete
- Check for conflicts with ER,N sites during review for base projects, including any NEPA documentation
- Review construction activities to verify no impacts to ER,N sites
- Review construction activities at/in ER,N sites. If necessary, request the following from the NAVFAC RPM:
 - a. CERCLA guidance on how to proceed
 - b. Analytical data for OSHA/Industrial Hygiene concerns pertaining to soil; sediments; surface water; indoor air; and groundwater
 - c. Guidance and approval from USEPA and State environmental regulators

BCC:

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P/t/by: M. Dumenigo