



DEPARTMENT OF THE NAVY

NAVAL AIR STATION OCEANA
VIRGINIA BEACH, VIRGINIA 23460-5120

IN REPLY REFER TO:

NASOCEANAINST 4602.1A

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NAS OCEANA INSTRUCTION 4602.1A

Subj: AIR SHIPMENT OF HAZARDOUS MATERIAL FROM NAVAL AIR STATION
(NAS) OCEANA

Ref: (a) COMNAVAIRLANTINST 4602.1
(b) OPNAVINST 4660.3
(c) OPNAVINST 3710.31D
(d) NAVSUP Publication 505

1. Purpose. To establish procedures for preparing hazardous material for air shipment from Naval Air Station (NAS) Oceana.

2. Cancellation. NASOCEANAINST 4602.1. Because of numerous revisions, paragraph markings have been omitted.

3. Policy. Special precautions must be taken when airlifting hazardous cargo on board Department of Defense (DoD) aircraft. Responsibilities for educating personnel involved in hazardous cargo preparation and handling procedures are contained herein. Reference (a) provides guidelines for shipping hazardous material in Department of the Navy, Military Airlift Command and U.S. Navy contracted commercial aircraft. Reference (b) contains hazardous material handling procedures for shore facilities providing air terminal services. Reference (c) promulgates procedures for informing base support elements of arriving or departing aircraft carrying hazardous cargo. Reference (d) contains definitions and proper procedures concerning hazardous material and air shipment.

4. Action

- a. The NAS Oceana Hazardous Material Specialist (HMS) shall
- (1) Be an E5, civilian equivalent or above.
 - (2) Be a graduate of an approved hazardous materials handling course.
 - (3) Be familiar with references (a) through (d).
 - (4) Provide overall hazardous material handling training for tenant commands' Departure Point Coordinators (DPCs).
 - (5) Provide specific hazardous material packaging expertise to tenant command personnel (customers) on request.

NASOCEANAINST 4602.1A

'16 ~~1998~~ 1998

(6) Serve as on-scene coordinator in case of an air emergency or weather divert to NAS Oceana.

(7) Update this instruction as necessary.

b. The Air Operations Officer shall

(1) Be familiar with references (a) through (d).

(2) Identify a single point of contact, if different than the HMS, for contingencies.

(3) In case of an emergency, advise the Commanding Officer if an OPREP-3 report will be submitted.

c. Tenant command DPCs shall

(1) Advise the HMS and NAS Oceana Supply Department, Traffic Branch, of requirements to ship hazardous material two weeks prior to airlift. Coordinate with the HMS on the movement of the material to/from the Traffic Branch, Building 720. To determine whether the hazardous material is eligible for, or forbidden from air shipment, the National Stock Number (NSN) can be researched against the DoD Hazardous Materials Information System located in the Traffic Branch Shipping Office. Up to five NSNs can be accepted, via telephone, for research at 433-3369. To research more than five NSNs, a list of NSNs shall be submitted to the Traffic Branch Shipping Office.

(2) Prior to delivering hazardous material, ensure that a DoD Single Line Item Release/Receipt Document (DD-1348-1) is accurately completed for each line item and the containers are in good condition (i.e., no dented or rusted cans, container lids fit snugly, all labels are legible, plastic bottles are not deformed, etc.). NO LEAKS OF ANY KIND WILL BE ALLOWED. Address questions to the Supply Department, Traffic Branch at 433-3369.

(3) At least five working days prior to departure, or as otherwise arranged with the HMS and Traffic Branch, have the hazardous material delivered to the Traffic Branch, Building 720, for packing and certification.

d. Supply Department, Traffic Branch shall

(1) Pack and certify all hazardous material manifested on Naval Air Logistics Office (NALO) flights per reference (d).

16 ^{Nov} OCT 1998

(2) As soon as hazardous material is delivered to Building 720, screen the material and DD-1348-1s for integrity and accuracy. If discrepancies arise in either documentation or container integrity, coordinate with the HMS and customer for correction prior to packing and certification.

(3) When completed, notify the customer that the hazardous material is packed, certified and ready for receipt.

NOTE: Only Traffic Branch Packing Section personnel are authorized to pack hazardous material for certification.


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Acting

Distribution:

NASOCEANAINST 5216.1R

Lists I (11, 19, 30, OOK and OOL only) (Case A) and
III (42E1, 42J1, 42L1, 42L2 and 42XX only)

