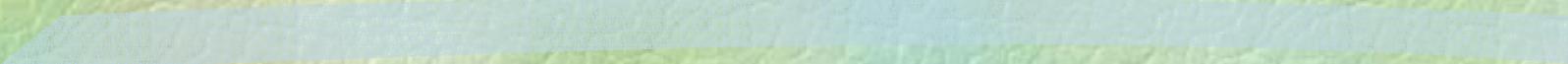


**Camp Stanley Storage Activity  
Environmental, Safety, and  
Security  
Procedures for Visitors**



01 April 2005

# Environmental and Safety Procedures

- Environmental/Safety Office
- Security Procedures
- Access to CSSA
- Emergency Contact List
- Safety Issues
- Special Requirements
- Contractor Office Space

# **CSSA Environmental/Safety Staff**

- Environmental Project Manager/Engineer  
**Jeff Aston**
- CSSA Safety Officer  
**Teresa Benavides**
- Environmental Geologist  
**Christopher Beal**
- Environmental Office Manager  
**Stephanie Harr**
- Environmental Administrative Assistant  
**Brenda Shirley**

# Security on Camp Stanley

- CSSA is a Closed Military Installation
- Possession of a Security Clearance does not give an Employee or Contractor Automatic Access to any Area
- Restricted Access by Contract
- Notification to CSSA Environmental Office
- Disclosure of Information

# Access to CSSA

- Consent to Search
- Restricted Items - Photo Equipment, Knives, Matches/Lighters, Firearms, Explosives
- Vehicles - Minimum Insurance, Subject to Inspection
  - Field Work vs. POV's
  - Routes of Travel
  - Posted Speed Limits

# Access to CSSA

## CSSA Security Requirements for Facility Access

**Legitimate Reason for Visit**

**Appropriate Notification to Environmental Office:**

**Jeff Aston  
Stephanie Harr  
Brenda Shirley**

**Advance Notice for On-Post Access is Required. All Visitors MUST Phone or E-mail 24 Hours before Visit.**

**Individuals who have not Visited CSSA before will need to submit the following information:**

**U.S. Citizen  
Full Name  
Social Security Number  
Date of Birth  
Place of Birth**

**All Visitors will be Issued Appropriate Badges**

**Report to Environmental Office before Proceeding to Site – All Contractors MUST Sign in.**

**CSSA is a Restricted Access Facility and Requires Proper Authorization to ALL Post Buildings Prior to Entry with Escort.**

**Contractors will have a Means of Communication on them at all Times while on Site**

**Environmental will Coordinate Visit with the appropriate CSSA activities**

**All Contractors MUST Check Out with Environmental Office before Leaving Post**



# Safety Issues

- Hot Works Permits
- Refueling Vehicles or Equipment
- Hazardous Materials Pharmacy
- Smoking
- Trenching
- UXO
- Confined Spaces
- Heat Exhaustion/Stroke
- HSP

# Special Notification Requirements

*All Contractors Need to Notify Environmental Office when Special Requirements are Requested, Such as:*

- Overtime
- After Duty Hours/Weekends
- Government Furnished Equipment
- etc.

# Contractor Office & Storage Space

- Building 98 - Office Space  $\approx 250 \text{ ft}^2$ 
  - PC/Workstation to LAN
  - Printers
  - Access to Internet and Fax
  - Phones for “Official” Calls
- Storage Space – CONEX
  - Field Equipment
  - Hazardous Materials Storage Locker