|  |  |
| --- | --- |
| 1. | **Activity Information** |
| Site Name: | Activity Name: |
| Person or Group Performing Activity: | Responsible Person: |
| Responsible Field Office: | Date of Activity: |
| 2. | **Historical Assessment**: Is there a potential for hazardous or biological materials such as chemicals, human waste, or unexploded ordnance (UXO)? If yes, contact your State or District Hazmat Program Lead to complete questions below. | Yes | No | N/A |
| a. | Has an assessment determined that the site has potential to be designated as an uncontrolled hazardous waste site or a potential for release of hazardous substances? |  |  |  |
| b. | Is the site under investigation for contamination? |  |  |  |
| c. | Is the site listed on the BLM Environmental and Disposal Liabilities (EDL) List? (check with State Office HAZMAT/AML Lead) |  |  |  |
|  | If “Yes” to any questions above, volunteers are not permitted to perform clean-up activities at the site. Skip to Section 6, Site Remediation. |  |  |  |
| 3. | **HAZMAT Assessment**: Is the site potentially contaminated with lead from shooting activities? If yes, contact your State Hazmat Program Lead to complete questions below. | Yes | No | N/A |
| a. | * + 1. Are X-ray fluorescence (XRF) hand-held analyzer capabilities available to conduct a site assessment?
 |  |  |  |
| b. | * + 1. If “no” can soil samples be collected from the site for lead analysis? (see BLM Sampling Strategy for Environmental Safety Hazards at Recreational Shooting Sites)
 |  |  |  |
| c. | Are XRF lead levels in the soil below 800 ppm, or is the laboratory analysis for soil samples below 800 ppm (total) or 5mg/L Toxicity Characteristic Leaching Procedure (TCLP)?  |  |  |  |
| d. | Is trash at the site potentially Resource Conservation and Recovery Act (RCRA) hazardous waste? (examples: used oil, electronics, propane cylinders, industrial cleaning products…) |  |  |  |
|  | If you are not able to measure lead levels in the soil and trash, or levels exceed the allowable limit, volunteers are not permitted to perform clean-up activities at the site. Skip to Section 6, Site Remediation. |  |  |  |
| 4. | **Dispersed Shooting Area Risk Management Worksheet**: Select “N/A” if this is not a Dispersed Shooting Area. The worksheet should be completed with the assistance of your District and/or State Safety Manager and HAZMAT Lead | Yes | No | N/A |
| a. | Have you completed the [Dispersed Shooting Area Cleanup Risk Assessment](https://doimspp.sharepoint.com/sites/blm-wo-700/safetyhealthandemergency/Documents/Special%20Topics/Volunteer%20Clean%20Ups%20Risk%20Management%20Worksheet%20FINAL%2005.25.2021%20%281%29.docx) to include physical hazards in the area and physical demands of the work? |  |  |  |
| b. | Have steps been taken to restrict sensitive groups, such as children and persons who are or who intend to become pregnant, from performing elevated-risk duties, such as working around lead, and/or offered less hazardous duties?  |  |  |  |
| c. | If no, have parents and/or pregnant women been made aware of the [elevated risk of lead exposure](https://www.epa.gov/lead/learn-about-lead#effects)?  |  |  |  |
| 5. | **Volunteer Requirements.** Complete if volunteers will be performing this activity. | Yes | No | N/A |
| a. | Does the volunteer service agreement or position description accurately reflect duties?  |  |  |  |
| b. | Have volunteers been briefed and provided a copy of the risk assessment, and have they signed to acknowledge they understand the risks and will abide by the preventive measures? |  |  |  |
| c. | Has the [Project/Event Planning Checklist](https://doimspp.sharepoint.com/sites/blm-wo-700/safetyhealthandemergency/Documents/Risk%20Management/Event%20Planning%20Safety%20Checklist%202021.pdf) been completed to include emergency medical response? |  |  |  |
| 6. | **Site Remediation**. Complete only for sites where volunteer cleanup is not permitted.  | Yes | No  | N/A |
| a. | Will this work be conducted by BLM employees? If yes, complete b below. If no, complete d below. |  |  |  |
| b. | Have employees been trained per OSHA HAZWOPER Training per 1910.120? |  |  |  |
| c. | If no, is local training available for employees? If not, contact your State HAZMAT Lead for a list of available training or recertification opportunities.  |  |  |  |
| d. | Will the work be conducted by a HAZWOPER-certified contractor? |  |  |  |
| 7. |  **Approval** |
| a. | Is the cleanup project approved for: [ ]  Volunteers [ ]  BLM Employees [ ]  Contractor [ ]  Not Approved (Explain below) |
| b. | Based on the risk assessment approval authority, the appropriate approval authority for this project is:[ ]  Line Supervisor [ ]  Branch Chief [ ]  Field Office Manager [ ]  District Manager [ ]  State Director/ASD |

Version: May 2021