



# Adak Island UPDATE

## Institutional Control Excavation Notification

JULY 2003

In order to protect human health and the environment on Adak Island, land use and excavation restrictions were placed on the property under the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA) and the Resource Conservation and Recovery Act (RCRA). In order to enforce the land use restrictions in the Downtown Area, Institutional Control (IC) excavation notification is required to ensure that the Navy can:

- ❑ enforce the land use restrictions in the Downtown Area,
- ❑ track the excavation and,
- ❑ verify that the purpose of the excavation does not violate the land use restriction for a particular site.

No permit or written approval will be required to perform excavations at most sites where this notification is required, as long as the purpose of the excavation does not violate the land use restriction for the site. In order to perform emergency utility maintenance or repairs, notifications for excavations may be made after the work is performed. However, at some sites, excavation is prohibited without prior express written approval of the Navy. These sites are: Roberts Landfill, Palisades Landfill, White Alice Landfill, Davis Landfill, Causeway Landfill, Finger Bay Landfill and Metals Landfill, White Alice Upper Quarry, and White Alice PCB spill site.

### When are IC Excavation Notifications Required?

Navy IC excavation notifications are only required if intrusive work, to a depth greater than two feet, is to take place at one of the IC sites presented in Figure 1. Hard copies of more detailed, site-specific maps are located in a binder entitled "Maps of Navy Institutional Control Sites, Adak Island," maintained in the Adak City Office, first floor, Bob Reeves High School. A copy of Adak's Institutional Control Management Plan (ICMP) is also located in the City Office, as well as the information repository on the second floor of the high school building.

### What's the process?

First of all, it's important to remember that these notification procedures only apply to the sites shown on Figure 1. Notifying the Navy of plans to perform excavations at other sites on Adak is not required.

The steps involved in providing IC excavation notification to the Navy are as follows:

- 1 The requester will submit to the Navy, at least three working days in advance of the excavation date, the Navy IC Excavation Notification (Figure 2), with an attached map indicating the exact location of the proposed excavation. This request may be **FAXed to 1-360-396-0857**, or submitted as an electronic file to **EFPB-AdakExcaNot@navy.mil**.
- 2 In the IC Excavation Notification form, provide the requester's name, company (if appropriate), phone number, date of request, and location of excavation. Complete the blocks describing the purpose of the excavation. The description of the purpose of the excavation must provide enough detail to determine if the land use will change from an allowable industrial or commercial land use, to a prohibited residential use of the site. In addition, information concerning the start time, completion time, planned method of digging, and the planned depth of the excavation must also be provided.
- 3 The Navy will evaluate the notification to determine whether the proposed excavation activities are consistent with the institutional controls in place at the site. After the Navy reviews the notification, the original request will be returned to the requester approved. The Navy will provide a written, faxed or electronic response to the notification within three working days. The Navy will retain a copy. The IC excavation notification will expire after 120 days.

A request would be denied if it indicated a change in land use (from industrial or commercial use to residential housing, for example), or if the proposed excavation disturbed the protective cover of a landfill or capped area.

### Frequently Asked Questions:

#### Is this procedure the same as a utility dig permit?

No. A utility dig permit typically involves and is administered by the Public Works Department of a City, with the help of utility locate personnel using special equipment. No Navy review or approval of a utility dig permit is required. In a dig permit process, the city is concerned about maintaining the integrity of their utilities, such as water, electricity, or fiber optic lines, for example. They also want to ensure that workers performing invasive activities in an area do not contact live lines, causing injury or property damage.

#### Are Navy IC Excavation Notifications necessary in the event of an emergency?

No. In the event of an emergency excavation for utility repairs, the requester shall notify the Navy within three working days after the emergency repair has been completed. Provide the requester's name, location and depth of the excavation, and the duration of the excavation.

#### How are Navy IC Notifications extended, if necessary?

If an IC excavation notification extension is necessary, the requester shall contact the Navy and request an extension one week before the current IC excavation notification expiration date. The contact number for the Navy is **1-866-239-1219**. If after business hours, or the requester reaches voice mail, the requester shall leave the notification number, the requester's name, and the extension timeframe requested. The requester may also submit an electronic request

for an extension. The e-mail address is **EFPB-AdakExcaNot@navy.mil**.

#### What if suspect unexploded ordnance (UXO) material is uncovered during the course of excavating?

The purpose of the IC excavation notification process is to ensure that land use restrictions listed in the OU A ROD are maintained. All of the areas in downtown Adak, including the IC sites, have been investigated for ordnance-related contamination, and there has been no evidence of ordnance contamination. Therefore, it is unlikely that an ordnance-related item will be encountered. However, in the unlikely event that a potential ordnance item is encountered, it is important that the required procedures for responding to this event are followed. The requester is responsible for ensuring that all excavation workers have completed the requisite Navy Ordnance Awareness training prior to beginning excavation. This training is required by all residents and visitors to Adak Island, regardless of whether or not they are performing investigations. This training package, available from the Adak City office, consists of a 15-minute video, brochures, posters and safety cards, all targeting UXO-related hazards.

Work shall immediately stop if suspected ordnance items are encountered during excavation. The workers must immediately evacuate the area and call the Navy at **1-866-239-1219**. An initial exclusion zone of a 300-foot radius around the site will be maintained, and all non-essential personnel will be denied access until the Navy directs otherwise. If possible to do so safely, without disturbing the object, the IC excavation requestor will take

digital photographs and electronically mail them to **EFPB-AdakExcaNot@navy.mil** as soon as possible, so that ordnance experts can provide instructions regarding adjustments to the exclusion zone. If necessary, ordnance experts will respond to render an item safe as soon as logistical arrangements can be made. In no case will excavation be allowed to resume at the site until the Navy has completed necessary response actions to make the area safe.

#### What do I do if I discover some contamination while excavating?

If material is uncovered during excavation activities that may indicate the presence of some type of contaminant, you will need to make a determination concerning appropriate response actions. It is possible that a soil sample will have to be collected, and sent off-island for analysis. The number and type of samples to be collected, the appropriate collection method, and proper sample handling procedures are topics that you may need help with. Professional environmental consulting firms or regulators may provide assistance or guidance.

If cleanup is required **and** the Navy is responsible for the contamination, you will be reimbursed for costs associated with reaching this determination (i.e. consulting, sampling and analytical services). If the detected contamination levels require cleanup and the substance is related to DOD activities, you must contact the Navy in writing within 90 days. The Navy will then proceed with the appropriate action, as dictated by state or federal regulations.

# ADAK UPDATE - IC Excavation Notification Fact Sheet – JULY 2003

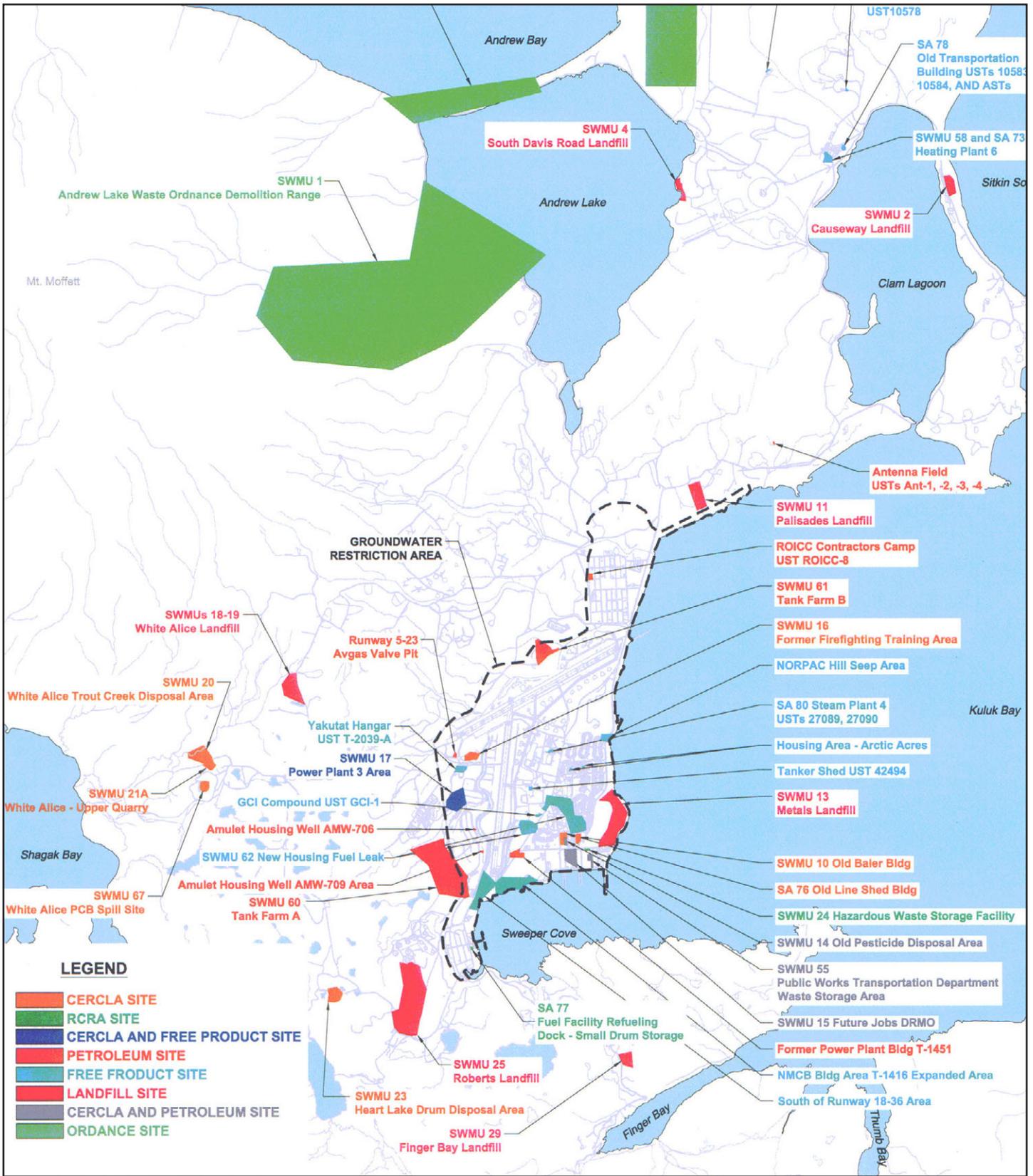


Figure 1  
**Navy Institutional Control Sites, Adak, AK**

Note:  
 Hard copies of more detailed maps of each site may be found at the Adak City Office in a binder files, "Maps of Navy Institutional Control Sites."

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<b>NAME, COMPANY, DATE</b>  Number _____	<b>PHONE #</b>	<b>LOCATION OF EXCAVATION:</b>
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**PURPOSE OF EXCAVATION:**  
Describe the purpose of the excavation.  
Please attach a map

<b>EXCAVATION TO BEGIN:</b> (DATE & TIME)	<b>ESTIMATED COMPLETION DATE:</b>	<b>METHOD OF EXCAVATION AND DEPTH:</b>
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Requester must notify the Navy 3 working days prior to excavation:

ENGINEERING FIELD ACTIVITY NORTHWEST 19919 7th Avenue NE Poulsbo, WA 98370-7403 Telephone: 1-866-239-1219 Fax: (360) 396-0857 E-mail: EFPB-AdakExcaNot@navy.mil
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Excavation will not proceed until the Navy reviews and comments on the IC excavation notification application.  
**I HAVE READ AND UNDERSTAND THE NAVY'S REQUIREMENTS FOR INSTITUTIONAL CONTROL EXCAVATIONS AND AGREE TO ABIDE BY THEM.**

SIGNATURE (REQUESTER): \_\_\_\_\_ DATE: \_\_\_\_\_

Have you received ordnance awareness training briefing?  Yes  No

**COMMENTS**

The requester is responsible for ensuring that all IC excavation workers have completed Ordnance Awareness training prior to beginning excavation. Work shall immediately stop if suspected ordnance items are encountered during excavation. The workers must immediately evacuate the area and call the Navy at **1-866-239-1219**. An initial exclusion zone of a 300-foot radius around the site will be maintained and all non-essential personnel will be denied access until Navy personnel direct otherwise. In no case will excavation be allowed to resume at the site until the Navy has completed necessary response actions to render an area safe.

**Excavation Notification is valid for 120 days from signed approval date.**  
Notification expires on this date: \_\_\_\_\_. Please call 1-866-239-1219 for waiver.

**APPROVED**       **DISAPPROVED**

\_\_\_\_\_      \_\_\_\_\_  
Approver Signature      Date

**EXTENSION GRANTED**     30 days     60 days  
                                   90 days     Other \_\_\_\_\_

\_\_\_\_\_      \_\_\_\_\_  
Approver Signature      Date