

Facilities Engineering
Portable Chemical Latrine Use at Fort Hood

History. This is a major revision. Portions affected by this revision is listed in the summary of change.

Summary. This regulation establishes procedures for ordering and turning in portable chemical latrines, as well as responsibilities for care and maintenance of portable chemical latrines.

Applicability. This regulation applies to personnel assigned, attached, or employed by Fort Hood; III Corps and Fort Hood staff and activities according to specific contract provisions; leases according

to specific provisions of lease agreement; and garrison organizations.

Supplementation. Local supplementation of this regulation is prohibited without prior approval of Directorate of Public Works (DPW).

Suggested Improvements. The proponent of this regulation is the DPW. Send comments and suggested improvements to the Commander, United States Army Garrison, ATTN: IMWE-HOD-PWF, Fort Hood, Texas 76544-5028.

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IAW FH FORM 1853, S

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OVERVIEW

1

Purpose

This regulation establishes:

- Procedures for ordering and turning in portable chemical latrines.
- Responsibilities for care and maintenance of portable chemical latrines.

1a

References

Appendix A lists required and related references.

1b

Abbreviations and terms

The glossary explains abbreviations and terms used in this regulation.

1c

Summary of change

Specifically, this revision dated 15 October 2008 –

- Changes title from Chemical Latrine Use at Fort Hood to Portable Chemical Latrine Use at Fort Hood.
- Removes estimate the number of chemical toilets required by taking 5 percent of the total men and women and subtract from this number the quantity of permanent or concrete vault latrines.
- Removes units bivouacked in nonimpact areas are to use field expedient latrines (Field Manual 21-10, Field Hygiene and Sanitation Section II, Chapter 6).
- Removes units conducting corps, division, brigade, and 13th Support (Corps) Command post exercises are authorized chemical latrines when troops are not available to maintain proper field sanitation in the use of field expedient latrines.

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**Summary of
change
(continued)**

- Removes United States Army Reserve and Army National Guard requests for chemical latrines are to be submitted to the Reserve Components Branch, Supply Division, Directorate of Industrial Operations (DIO) and the to Procurement Division, DIO.
- Removes TRADOC Combined Arms Test Activity (TCATA) orders chemical latrines without reference to this regulation.
- Changes chemical latrines to portable chemical latrines.
- Changes units bivouacked in the impact area south of the pipeline to all units bivouacked in the training areas.
- Changes units in an administrative configuration are no longer required to make every effort to locate at firing ranges or established bivouac sites. They are authorized portable chemical latrines through Directorate of Plans, Training, Mobilization, and Security, Range Control.
- Changes job orders are no longer submitted when requesting portable chemical latrines. Requests are submitted to Directorate of Public Works for cantonment or Directorate of Plans, Training, Mobilization, and Security, Range Control for training areas using the phone numbers provided.
- Changes Directorate of Facilities Engineering, Engineer Resources Management Division to Directorate of Public Works, Engineering Division.
- Changes building 4213 to building 4612.
- Changes G3/Directorate of Plans and Training, Management Office to Directorate of Plans, Training, Mobilization, and Security, Range Control.
- Changes requests submitted 6 working days before desired delivery date to 10 working days prior to the desired delivery date.

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**Summary
of change
(continued)**

- Changes number of latrines requested to maximum number of people projected to utilize portable latrines at location.
- Changes name and phone number of requestor or responsible representative to unit or activity name, and name and phone number of requestor.
- Changes Directorate of Facilities Engineering submits requirements for chemical latrines to Directorate of Industrial Operations, Procurement Division to contracting officer's representative submits request to civilian contractor using electronic mail.
- Changes contractors delivering chemical latrines are to be met at contact locations and escorted to the fixed latrine location to are to be met by the requestor or another representative at the delivery location.
- Changes Procurement Division of Directorate of Industrial Operations to Directorate of Contracting.
- Changes meets the delivering contractor or his representative at the designated contact points and guide him to the final field location to meets the delivering contractor or his representative at the delivery location.
- Changes documents and reports to the Directorate of Facilities Engineering contracting officer's representative within 24 hours of the next working day any damages or servicing failures to documents and reports to the COR by no later than the end of the next working day any damages or servicing discrepancies (e.g., failure to properly empty or clean unit) for each portable chemical latrine.
- Changes Directorate of Facilities Engineering to Directorate of Public Works.
- Adds desired frequency for servicing portable latrines (note that the actual frequency of service may be increased or decreased depending on use.)

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Summary of change (continued)

- Adds all portable chemical latrines must be placed on a level surface at least 100 meters (328 feet) away from natural water sources and tank trails. Portable chemical latrine doors must be facing away from prevailing winds (from the Southeast), when possible. Portable chemical latrines must be anchored down during high wind conditions.
- Adds servicing contractor ensures portable chemical latrines meet the following requirements: non-collapsible, completely enclosed, and constructed of watertight material.
- Adds servicing contractor exercises caution to prevent all spills from occurring. In the event of any spillage, the servicing contractor will immediately notify Directorate of Public Works, Environmental Division. Upon direction from Directorate of Public Works, Environmental Division personnel, the entire contaminated area will be cleaned up of all solids and debris then sprayed with a disinfectant solution by Directorate of Public Works, Environmental Division personnel.
- Adds institutes measures to ensure trash disposal in portable chemical latrines is minimized and that all personnel are aware of the consequences that may result from the disposal of trash in portable chemical latrines. If units or activities continuously dispose of trash in latrines, the COR and portable chemical latrine contractor have the option to cancel this service and remove those latrines from the offending location(s).

1d

POLICY

2

Overview

Reasonable walking distance to any sewer latrine facility is:

- 200 meters (656 feet) while on duty status.
- 500 meters (1640 feet) while off duty.

2a

Training areas

All units bivouacked in the training areas are authorized portable chemical latrines.

Permanent or concrete vault latrines are provided in some repetitive use areas, such as firing ranges. As an interim measure, portable chemical latrines are authorized.

Units in an administrative configuration are to ensure they order portable chemical latrines through Directorate of Plans, Training, Mobilization, and Security, Range Control unless vaulted latrines are available.

2b

Cantonment area

Portable chemical latrines are not authorized in the cantonment area if reasonable access to sewerred or permanent latrine facilities is available or where convenience instead of actual need is the only justification.

Portable chemical latrines are authorized for mission related organizations or activities located more than 200 meters (656 feet) from a latrine facility of any type.

Portable chemical latrines are authorized for III Corps and division level ceremonial and recreational activities where permanent latrine facilities are not available or where the expected attendance is such that available permanent facilities are not adequate to satisfy the need.

2c

Parks and recreational areas

Portable chemical latrines are authorized at recreational areas when permanent facilities are not available.

Portable chemical latrines are to be placed only at established, frequently used locations, such as marinas or designated swimming, camping, and picnic areas. At picnic and camping areas, portable chemical latrines are to be centrally located. The minimum distance between each location should be 1000 meters (3281 feet).

Portable chemical latrines are authorized to meet seasonal requirements, such as various athletic seasons at the ball fields.

2d

PROCEDURES

3

Requests

Units or activities may order portable chemical latrines for use in the cantonment area or recreational areas by contacting the Directorate of Public Works (DPW), Engineering Division, non-sewered latrine contracting officer's representative (COR) in building 4612 (see appendix B for telephone numbers). Requests for portable chemical latrines in training areas are to be submitted to the DPTMS, Range Control, non-sewered latrine COR (see appendix B for telephone numbers). Requests are to be submitted 10 working days prior to the desired date and the following information must be provided:

- Requested date and time of delivery and pick-up.
- Maximum number of people projected to utilize portable latrines at location.
- Unit or activity name and name and phone number of requestor.
- Basis or justification for request.
- Fixed location for portable latrines (must be accessible to civilian contractor vehicles).
- Desired frequency for servicing portable latrines (note that the actual frequency of service may be increased or decreased depending on use).

If request is valid and funding is available, COR submits request to civilian contractor using electronic mail.

3a

Delivery

Contractors delivering portable chemical latrines within the cantonment are to be met by the requestor or another representative at the delivery location.

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Delivery (continued)	<p>All portable chemical latrines must be placed on a level surface at least 100 meters (328 feet) away from natural water sources and tank trails. Portable chemical latrine doors must be facing away from prevailing winds (from the Southeast), when possible. Portable chemical latrines must be anchored down during high wind conditions.</p> <p>Movement of portable chemical latrines by anyone other than the chemical latrine contractor is prohibited. Portable chemical latrines will be moved by contractor only after approval by the COR.</p>	3b
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RESPONSIBILITIES

4

Contracting officer's representative (COR)	<p>The CORs have primary staff responsibility for portable chemical latrine ordering and turn-in at Fort Hood. The COR coordinates all contact between the delivering contractor and the using unit or activity.</p>	4a
Directorate of Contracting	<p>Directorate of Contracting is responsible for contracting portable chemical latrines.</p>	4b
Servicing contractor	<p>Servicing contractor ensures portable chemical latrines meet the following requirements:</p> <ul style="list-style-type: none"> • Non-collapsible. • Completely enclosed. • Constructed of watertight material. <p>Servicing contractor exercises caution to prevent all spills from occurring. In the event of any spillage, the servicing contractor will immediately notify DPW, Environmental Division (see appendix B for telephone numbers). Upon direction from DPW, Environmental Division personnel, the entire contaminated area will be cleaned up of all solids and debris then sprayed with a disinfectant solution by DPW, Environmental Division personnel.</p>	4c

Major subordinate commands

Major subordinate commands shall require units using portable chemical latrines to inspect each latrine for damage and cleanliness immediately after delivery, after each servicing, and prior to pick-up by the servicing contractor.

4d**Using units or activities**

Using units or activities:

- Meets the delivering contractor or his representative at the delivery location.
- Inspects portable chemical latrines for damage and cleanliness at time of delivery and pick-up, and after each servicing.
- Documents and reports to the COR by no later than the end of the next working day any damages or servicing discrepancies (e.g., failure to properly empty or clean unit) for each portable chemical latrine.
- Employs field sanitation teams to supervise chemical latrine use.
- Institutes measures to ensure that vandalism and accidental damage to chemical latrines is minimized and that all personnel are aware of the potential judicial action resulting from vandalism to civilian property under government contract. No alterations will be made to any portable chemical latrine by anyone other than the contractor.
- Institutes measures to ensure trash disposal in portable chemical latrines is minimized and that all personnel are aware of the consequences that may result from the disposal of trash in portable chemical latrines. If units or activities continuously dispose of trash in latrines, the COR and portable chemical latrine contractor have the option to cancel this service and remove those latrines from the offending location(s).

4e

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**Appendix A
References**

**Section I
Required Publications**

This section not used.

**Section II
Related References**

AR 700-135

Soldier Support in the Field

EM 385-1-1

Safety and Health Requirements Manual

FH Reg 200-1

Environment and Natural Resources

FM 21-10

Field Hygiene and Sanitation

29 CFR 1926.65

Hazardous Waste Operations and Emergency Response

**Section III
Prescribed Forms**

This section not used.

**Section IV
Referenced Forms**

FH Form 1853

Distribution Scheme

**Appendix B
Contact Information****Table B-1. Telephone numbers**

Office	Telephone numbers
DPW, Engineering Division, non-sewered latrine COR	254-553-0536
DPTMS, Range Control, non-sewered latrine COR	254-287-8393
DPW, Environmental Division	254-286-5993

Legend:

COR – Contracting officers' representative

DPTMS – Directorate of Plans, Training, Mobilization, and Security

DPW – Directorate of Public Works

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Glossary

Section I Abbreviations

AR

Army Regulation

ATTN

Attention

CFR

Code of Federal Regulations

COR

Contracting Officer's Representative

DIO

Directorate of Industrial Operations

DPT

Directorate of Plans and Training

DPTMS

Directorate of Plans, Training, Mobilization, and Security

DPW

Directorate of Public Works

EM

Environmental Manual

FH

Fort Hood

FM

Field Manual

IAW

In Accordance With

REG

Regulation

TCATA

TRADOC Combined Arms Test Activity

TRADOC

Training and Doctrine Command

Section II

Terms

This section not used.