



**DEPARTMENT OF THE ARMY**  
US ARMY INSTALLATION MANAGEMENT COMMAND  
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT HOOD  
BUILDING 1001 ROOM W321  
FORT HOOD, TEXAS 76544-5000

REPLY TO  
ATTENTION OF

FEB 15 2008

IMWE-HOD-PWE

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Memorandum of Instruction (MOI) for Purge Facility Procedures

1. PURPOSE: To establish guidelines for use of Purge Facility.
2. REFERENCES:
  - a. Fort Hood Regulation 200-1, Environment and Natural Resources, July 2004.
  - b. Technical Manual (TM) 9-2320-279-20-3, Maintenance Instructions, M977 8x8 Heavy Expanded Mobility Tactical Truck, April 1987.
  - c. TM 9-2330-356-14, Operator's, Unit, Direct Support and General Support Maintenance Manual, Semitrailer, Tank: 5,000-gallon, Fuel Dispensing Automotive, M969, October 1990.
  - d. TM 10-4330-232-12&P, Operators and Unit Maintenance Manual, Filter/Separator, Liquid Fuel, Type 1 Frame Mounted, 50 GPM Capacity, September 1991.
3. APPLICABILITY: This SOP applies to all activities utilizing the Fort Hood Purge Facility.
4. RESPONSIBILITIES:
  - a. Directorate of Public Works, Environmental Division (DPW-ENV), will operate and maintain the Fort Hood Purge Facility, located at Bldg 1949, 37<sup>th</sup> Street and North Avenue.
  - b. DPW-ENV will schedule appointments for purging operations IAW procedures in paragraph 5.
  - c. Customers requiring vehicle purging will properly prepare the vehicle and provide equipment operator IAW procedures in paragraph 6.

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d. Directorate of Logistics, Maintenance Division (DOL-Maint), will provide back-up purge facilities in case of breakdown at the DPW Purge Facility. The Contingency Plan is outlined in paragraph 8.

5. GENERAL:

a. Purging appointments are available by calling the DPW-ENV Purge Facility Office, Bldg 1953, 254-286-5993. The Purge Facility is located on the northwest corner of 37<sup>th</sup> Street and North Avenue, Building 1949. Take a left (west) on Dan's Drive.

b. When making an appointment, the unit/activity will provide a point of contact, telephone number, DODAAC for organization, organization name, brigade (if applicable), MSC, and a valid email address for the 1SG and company commander or director/manager. A calendar invite will be sent to the 1SG and company commander or director/manager with all the above information and a copy of this MOI. It is their responsibility to give the MOI to the responsible party purging the vehicle. If there is a no show, the commander or director/manager shall provide a Reply By Endorsement (RBI) to DPW-ENV.

c. All purges are conducted by appointment only; two appointments are allotted daily. Allow 2 to 3 hours per purge operation.

d. Two people will accompany the equipment to the appointment. One person must be trained and capable of operating the pump system.

e. Customers must provide and utilize Personal Protective Equipment for the purging process.

f. All equipment must be operational to complete the purging process. Call the Purge Facility for instructions when the equipment is not operational.

6. PREPARATION:

a. M978 Heavy Expanded Mobility Tactical Truck (HEMTT) Fueler:

(1) Remove the following:

(a) Manhole cover.

(b) Tank level indicator that is in the top left corner of the tank. (If the tank level indicator cannot be removed, a Memorandum for Record (MFR) must be signed by your

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commander/supervisor releasing DPW-ENV Purge Facility of possible damage. See enclosure for sample MFR.)

(c) Filter elements and canisters in the separator IAW TM 9-2320-279-20-3, chapter 23-3.

(2) DO NOT REMOVE, but disconnect Jet Level Sensor (red cup inside the manhole cover) from bracket; leave hoses connected IAW TM 9-2320-279-20-3, chapter 25-32, paragraph a, Step (2) only.

(3) Completely drain all lines, tank, and separator of fuel IAW TM 9-2320-279-20-3, chapter 25-3. Call Purge Facility, 286-5993, for de-fuel service. Have preparations (1) and (2) above completed.

(4) Replace gasket and retighten separator lid IAW TM 9-2320-379-20-3, chapter 23-3.

b. M969 5,000-Gallon Fuel Tanker:

(1) Ensure pony engine has fuel and is operational.

(2) Remove the following:

(a) Manhole cover.

(b) Filter elements and canisters inside the separator IAW TM 9-2330-356-14, chapter 4-83, paragraph a.

(3) Completely drain all lines, tank, and separator of fuel IAW TM 9-2330-356-14, chapter 4-100. Call Purge Facility, 286-5993, for de-fuel service. Have preparations (1) and (2) above completed.

(4) Replace gasket and retighten separator lid IAW TM 9-2330-356-14, chapter 4-83, paragraph b, steps (8) thru (10) only.

c. M939 Tank and Pump Unit (TPU) – 5-Ton:

(1) Remove the following:

(a) Manhole cover(s).

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(b) Filter elements inside the separator IAW TM 10-4330-232-12&P, chapter 4-18, steps (1) thru (5) only.

(2) Completely drain all lines, tank, and separator of fuel. Call Purge Facility, 286-5993, for de-fuel service. Have the above procedures completed.

(3) Replace gasket and retighten separator lid IAW TM 10-4330-232-12&P, chapter 4-18, steps (12) and (13) only.

(4) Bring slave cable to operate pump.

(5) Ensure valves inside tanks are adjusted properly.

d. TPU – Just Tanks:

(1) Remove manhole cover.

(2) Completely drain all lines and tank of fuel. Call P2 Services, 254-286-5993, for a de-fuel appointment. Have the above procedure completed.

(3) Ensure discharge valves are adjusted properly.

(4) Place 600-gallon pods on vehicle with drain valves facing passenger side of vehicle.

## 7. POST-PURGING PROCEDURES:

a. A certificate of completion will be received once the entire purge process is complete.

b. The customer will return to the motor pool; open all lines, valves, and covers; and let purge solution drain into a spill container. Follow the drain instructions in the corresponding TM stated in the above preparation procedures.

c. Extend hoses and drain using gravity feed into spill container to ensure emptying. Close the tank and valves, drive the vehicle short distances, repeat the step above. Continue to repeat as necessary until all liquid is gone.

d. Remove separator lid and use poly pads to wipe out the bottom of the separator to remove residue. Dispose of poly pads in proper Used Product Reclamation Point container.

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e. Continue to air-dry tank, valves and lines until no water is visible. A vapor test is not recommended until the above steps have been completed.

8. CONTINGENCY PLAN:

a. In case the DPW-ENV Purge Facility suffers extended breakdown, the DOL Maintenance Wash Rack will be used as a back-up facility for providing purging operations.

b. The DOL Maintenance Wash Rack will be used to fill up the vehicles and the interceptor to discharge the purge solution.

c. DPW-ENV will provide personnel to perform all purge functions, supervise the purge operations and assist the DOL personnel.

d. DPW-ENV will provide purge solution.

e. DPW-ENV will provide DOL with sufficient notification prior to scheduling wash rack. Point of contact at DPW is Al Mills, 254-286-5993; point of contact at DOL is Chuck Frazier.

f. If DPW-ENV Purge Facility is not capable of purging equipment because of size or operational limitations, DOL-Maint will contact the Purge Facility Manager for permission to purge on designated DOL facilities.

9. Point of contact for Purging Operations is Mr. Al Mills, 254-286-5993.

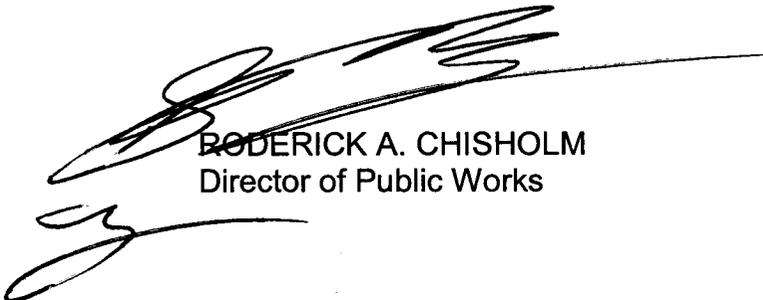
10. EXPIRATION. This MOI supersedes previous MOI, dated 6 Apr 05, and will remain in effect until superseded or rescinded.

FOR THE COMMANDER:

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DISTRIBUTION:

IAW FH Form 1853; A  
1 ea III Corps MSC



RODERICK A. CHISHOLM  
Director of Public Works