

**CHARTER
INSTALLATION WATER QUALITY BOARD**

TITLE: Installation Water Quality Board (IWQB) for MCB Camp Butler and MCAS Futenma

CHAIR: Assistant Chief of Staff (AC/S) Facilities

MEMBERSHIP:

- Environmental Water Program Manager
- Facilities Maintenance Branch (FMB)
- Public Works Branch (PWB)
- Preventive Medicine Authority (PMA)
- Pacific Area Counsel Office (PACO)
- Public Affairs Office (PAO)
- Other Department Subject Matter Experts (SME) as required on an ad-hoc basis

OBJECTIVE:

Ensure all USMC personnel who live or work on MCB Camp Butler and MCAS Futenma receive safe drinking water.

GENERAL RESPONSIBILITIES:

- Ensure MCB Camp Butler and MCAS Futenma ODW systems are certified (Enclosure 1).
- Ensure MCB Camp Butler and MCAS Futenma ODW systems are properly operated and maintained by trained personnel (Enclosure 2).
- Ensure that laboratories used to verify drinking water quality are certified or approved.
- Ensure mechanisms are in place to provide alternative drinking water where standards are not met, as appropriate (Enclosure 3).
- Ensure drinking water quality information is provided to consumers in annual CCRs (Enclosure 4).

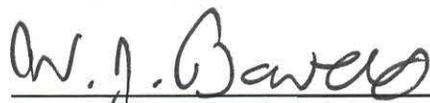
ACTION ITEMS:

- Track and report on progress towards meeting MCIPAC-MCBB ODW Program objectives.
- Communicate any significant drinking water issues immediately via chain of command and to the RWQB.
- Execute Sanitary Surveys every three (3) years.
- Develop a POAM for Sanitary Survey deficiencies and submit POAM to the RWQB for approval.
- Monitor POAM tasks and report the status of execution to the RWQB.
- Submit CTO packages for all ODW systems for approval to the RWQB.
- Ensure SOPs are developed and implemented for proper operation and maintenance (O&M) of ODW systems.
- Designate in writing an appropriately-trained ORC and AORC for each ODW system and ensure certification records are maintained.
- Ensure contracted laboratories use EPA-approved analysis methods or are certified under host-nation laboratory authority. Submit lab waivers (as necessary) to the RWQB for review/approval.
- Review drinking water compliance monitoring results in accordance with applicable FGS. If necessary, recommend to ICO the activation of the Alternative Drinking Water Program.
- Develop and distribute annual CCRs to the public by 1 July for the preceding calendar year.
- Provide a status report to the RWQB via the ICO at least quarterly on the status of the installation's ODW Program. The report shall include (at a minimum): the status of program implementation, the status of POAM execution, a summary of the prior quarter's compliance monitoring, and any recent changes in CTO status.

MEETING FREQUENCY:

- Quarterly (at minimum), or as required by the IWQB Chair.

APPROVED BY:



Commanding General

4/24/28
Date