



**Alaska Army National Guard**  
**Environmental Officer Appointment and Training Plan**  
**July 2025**

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**ENVIRONMENTAL OFFICER APPOINTMENT AND TRAINING PLAN**

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**1. Requirement for EO Appointment**

Army Regulation 200-1, paragraph 1-28 (f), requires installation and tenant Commanders and directors to appoint and train Environmental Officers (EOs) at appropriate organizational levels to ensure required environmental compliance actions are taking place.

EOs are needed to assist commanders in compliance with environmental laws and regulations as well as to ensure environmental problems or liabilities do not interfere with the mission. The designated person coordinates with the permanent installation environmental office staff. The supporting environmental office for the Alaska Army National Guard (AKARNG) is the Construction and Facilities Management Office (CFMO) Environmental branch (CFMO-ENV), located at Camp Carroll, 57024, Roosevelt Rd, JBER.

Appointed EOs serve as a point of contact between CFMO Environmental and the unit or organization to provide necessary guidance and oversight. Therefore, all EOs shall be appointed using the form provided in this plan. A copy of every EO appointment order will be sent to the CFMO Environmental Training Manager at [lisa.polizzi@alaska.gov](mailto:lisa.polizzi@alaska.gov) within 30 days of this published notice initially and within 30 days of appointment for all follow-on appointees.

**2. Levels of EO Appointment**

Army Regulation 200-1 leaves the level of EO appointment to the discretion of the Commander or Director, because he/she would best be able to determine if one EO could serve for the entire organization or if subordinate EOs are necessary to ensure compliance. Responsibility should be divided appropriately to ensure each EO can effectively oversee operations to ensure compliance. In units where there is a staff officer with similar responsibilities, he/she will usually be given EO duties. In company-sized units, this duty will generally translate into an additional duty assignment. While this position of responsibility is not a formal staff position, the EO is critical to the commander's environmental program. Please review 'Additional Considerations' in Appendix B.

**3. Organizations Requiring a Trained EO**

All maintenance facilities (CSMS/OMS/FMS) will appoint and train at least one EO. Additionally, every command company-size and above with potential environmental impacts, such as POL spill or hazardous waste handling, will appoint and train at least one EO. Commanders or Directors may appoint additional EOs as they determine necessary. Some of these organizations may already have one or more trained EOs—for these organizations, the only requirement will be to submit official appointment letters.

**4. EO Responsibilities**

The EO manages environmental issues within the unit level and ensures environmental compliance. EOs may conduct basic awareness debriefs for unit level personnel and CFMO Environmental Program Managers are available to provide general environmental compliance and cultural resources training. However, some training must be conducted by a more qualified trainer, depending on the subject matter. Specific EO duties include:

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- Advises the unit on environmental compliance during training, operations, and logistics functions.
- Conducts facility or unit environmental self-assessment following checklists provided by CFMO-ENV. Annual walk-throughs will be performed under supervision of the Environmental Performance Assessment (EPAS) Manager or CFMO-ENV team member.
- Performs environmental risk assessments (when required for mission readiness).
- EOs may conduct basic environmental back briefs for shop-level personnel after completing training provided by CFMO-ENV.
- In coordination with CFMO-ENV, EOs ensure that law-mandated environmental training occurs at their unit and that proper records are maintained.
- Coordinates CFMO-ENV Hazardous Waste Program Manager to initiate disposal of hazardous materials and request sampling and analysis of hazardous waste, if needed.

For more guidance, refer to the AKARNG Environmental Officer Duties Summary in Appendix A. Further compliance guidance is provided in the Environmental Binder at each facility and can be found on the following website: <https://dmva.alaska.gov/akarng-environmental/plans-guidance/> .

## **5. Training**

All EOs will receive environmental compliance training as discussed below. Additional environmental training may be provided based on the needs of the organization as requested by commanders, training officers, or the EO.

**a. Environmental Officer Training Course.** Completion of an initial Environmental Officer training course is mandatory for all newly appointed EOs and must be completed within 90 days of the EO appointment. A refresher is due within 12 months of the last training received and can be completed virtually. It is the commander's responsibility to ensure that training requirements are met.

**b. Formal Classroom Training.** CFMO-ENV is available to conduct formal classroom training for selected personnel within the unit at the request of the EO or unit commander. These sessions can be scheduled to accommodate the specific unit mission essential requirements.

**c. Training Completion Certificates.** Once the EO has completed training, they are to retain the completion certificate for their records and may have to provide them to CFMO-ENV upon request.

8 July 2025

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Appointment as Environmental Officer (EO)

1. The following individual is appointed as Environmental Officer

Name	
Rank/Grade	
Dute Phone Number	
E-Mail Address	
Organization/Unit	
Office Symbol	
Effective Date	

2. Authority for this appointment is Army Regulation 200-1, paragraph 1-28. f., which requires installation and tenant commanders/directors to appoint and train Environmental Officers (EO) at appropriate organizational levels to ensure required environmental compliance actions are taking place.
3. Purpose: To perform duties as Environmental Officer (EO).
4. Period: Until reassigned or relieved of these duties.
5. Special Instructions: EO appointee must complete the EO Course within 90 days of being appointed. Training POC is Ms. Lisa Polizzi, CFMO Environmental Training Manager, at [lisa.polizzi@alaska.gov](mailto:lisa.polizzi@alaska.gov) or 907-428-7153.

COMMANDER'S/DIRECTOR'S  
SIGNATURE BLOCK

DISTRIBUTION:

ORGANIZATION COMMANDER/DIRECTOR  
NEWLY APPOINTED INDIVIDUAL  
NGAK-FMO-EV

## **Appendix A**

### **AKARNG Environmental Officer Duties Summary**

The Environmental Officer manages environmental issues within the unit and ensures environmental standards are met. He/she also coordinates through the respective chain of command with the supporting environmental staff to clarify requirements and obtain assistance. While this position of responsibility is usually not a formal staff position, the Environmental Officer is critical to the commander's environmental program. In units that include a staff officer with similar responsibilities that individual will usually be appointed with the additional duty of environmental officer. In company-size units, this duty will generally translate to an additional duty.

#### **The Environmental Officer—**

- Advises the unit on environmental policies, regulations, and procedures to be followed during training, operations, and logistics functions.
- Advises and updates the commander on integrating environmental considerations and environmental requirements.
- Acts as a liaison between the unit commander and external environmental personnel (CFMO-ENV).
- Identifies and implements corrective actions for deficiencies.
- Manages information concerning unit environmental training and certification requirements.
- Ensures that environmental considerations are integrated into unit activities.
- Conducts unit environmental self-assessments. CFMO-ENV provides a Unit Environmental Compliance Guide which serves as a compliance self-assessment checklist. It can also be accessed here: <https://dmva.alaska.gov/akarng-environmental/plans-guidance/>

#### **Specific Duties:**

- Advise the commander on environmental laws and regulations that affect unit operations.

The Environmental Officer uses self-assessment checklists (see above) to check the following unit areas:

- Program management (to include record keeping).
- Accumulation sites.
- Hazmat and hazardous waste management.
- Solid-waste management.
- Wastewater management.
- Spill prevention and response.
- Washracks.
- Pollution prevention and waste minimization.
- Environmental training.

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**Appendix B**  
**Additional Considerations**

**Other Environmental Awareness Training Requirements:**

All supply NCOs at the company level, armory attendants, and oil-handlers will receive Environmental Awareness Training. The training course can be accessed on the AKARNG Environmental Learning Management System (LMS). Personnel are authorized and encouraged to consult with the Environmental Office (CFMO-ENV).

**CFMO-ENV Contacts:**

- Ms. Lisa Polizzi (Environmental Training): 907-428-7153
- Ms. Alyssa Murphy (EPAS and Environmental Compliance): 907-428-7176
- Mr. Yannick Calvez (Spill Plans and Water Quality): 907-428-7151
- Mr. Robert McMahon (Hazardous Waste): 907-428-7182
- Mr. Donald Flourney (Environmental Program Manager): 907-428-7197

**References:**

**Environmental Compliance Documents**

<https://dmva.alaska.gov/AKARNG-Environmental/home/>

**AKARNG Environmental Learning Management System**

<https://akarng-environmental.mkscloud.com/Default.aspx>