

SUBJECT: Schofield Barracks, Central Vehicle Wash Facility (CVWF)

1. Purpose: To provide a summary of the CVWF Standard Operating Procedures (SOP) IMHW-PWF

2. Facts.

a. CVWF is open Monday – Friday and closed all federal holidays

b. Hours of Operation:

0800 – 1430: Gates open for normal wash procedures

1430 – 1500: Gates close at 1430. All remaining vehicles inside will complete wash cycle by 1500

1500 – 1600: Post wash clean-up of all equipment, pre-wash station (birdbath), wash lanes, gear accountability and pump house shut down procedures as required within the SOP, Pg. (5) PARA D-2-5

3. Procedures.

a. Unit leaders will read the CVWF full SOP prior to use and ensure each unit provides an E-5 or above to supervise all activities and be present during the entire period. All users will view the videos at <https://www.garrison.hawaii.army.mil/dpw/default.htm> - Central Wash Facility tab

b. Facility Scheduling SOP Pg. 4 & 5, PARA 6, b-d:

(1) Range Facility Management Support System (RFMSS) on-line data base

- Provide correct and current POC with a working phone number to the appropriate office
- Provide number of vehicles. Place number of vehicles in the number of personnel field in RFMSS

(2) Directly to the CVWF via the SOP, Enclosure (3), Form 1690

(3) Units with 5 or less vehicles need no formal request but must wait for scheduled units to complete wash or return at a later time

c. CVWF Operations.

(1) Prior to entry: All personnel/vehicles will STOP and remain outside the gate. NCOIC/OIC will enter the facility and check in with CVWF staff to receive a safety/rules/regulations brief. As posted, failure to check in and follow basic safety guidelines will result in immediate dismissal from the facility. PPE- Eye protection is mandatory, no exceptions. Pg. 2 & 3, PARA 5, b-c

(2) NCOIC/OIC will arrive 30 minutes prior to scheduled start time to receive the above briefing. NCOIC/OIC will then brief subordinates prior to entering the facility to ensure compliance

(3) NCOIC/OIC will understand all Leaks, Spill or Hazardous Waste Contamination management

(4) NCOIC/OIC will ensure areas are cleaned and hoses are recoiled

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