

D-R-A-F-T**TECHNICAL PLANNING BASES****G1. HAZARDS SURVEY AND HAZARDS ASSESSMENT***Performance Goal*

The HAZARDS SURVEY is an examination of the features and characteristics of the facility or activity that identifies the generic types of emergency events and conditions and the potential impacts of such emergencies to be addressed by the DOE Comprehensive Emergency Management System. The Hazards Survey identifies key components of the Operational Emergency Base Program that provide a foundation of basic emergency management requirements and an integrated framework for response to serious events involving health and safety, the environment, safeguards, and security. For facilities and activities involved in producing, processing, handling, storing, or transporting hazardous materials that have the potential to pose a serious threat to workers, the public, or the environment, the Hazards Survey provides a hazards screening process for determining whether further analysis of the hazardous materials in an Emergency Planning Hazards Assessment is required.

An EMERGENCY PLANNING HAZARDS ASSESSMENT (EPHA) is performed for each facility and onsite activity involving at least one candidate hazardous material, as identified through the hazardous material screening process and indicated in the Hazards Survey. EPHAs involve the application of rigorous hazards analysis techniques that provide sufficient detail to assess a broad spectrum of postulated events or conditions involving the potential onsite release of (or loss of control over) hazardous materials and to analyze the resulting consequences. Each EPHA reflects both the magnitude and the diversity of the hazards and the complexity of the processes and systems associated with the hazards, and provides the technical planning basis for determining the necessary plans/procedures, personnel, resources, equipment, and analyses (e.g., determination of an Emergency Planning Zone (EPZ)) for the Operational Emergency Hazardous Materials Program.

*Evaluation Criteria***Hazards Survey**

- P1.1 The Hazards Survey identifies the generic types of serious emergency events or conditions to which the specific facility or activity may be exposed (e.g., fires; flood; tornadoes; earthquakes; hazardous material releases; regulated pollutant or oil spills; safeguards and security events; work place accidents; malevolent acts; mass casualties; wildland fires; nearby offsite non-DOE hazardous material accidents)
- P1.2 The Hazards Survey qualitatively identifies the potential impacts of different generic types of emergencies on health and safety, the environment, and national security.
- P1.3 The Hazards Survey identifies emergency management requirements that constitute the Operational Emergency Base Program:
- a. DOE orders [other than 151.1], other Federal agency, state, and local emergency planning and preparedness requirements associated with different generic types of emergency events or conditions and applicable to the facility or activity; and
 - b. Existing plans, such as earthquake self-help plans or mass casualty plans, detailing compliance with Federal, State, or local standards, are incorporated directly into the Operational Emergency Base Program or are invoked by reference.
- P1.4 Facilities and onsite activities that require a documented, quantitative Emergency

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Planning Hazards Assessment (EPA) are identified by a hazardous material screening process and are indicated in the Hazards Survey.

- P1.5 The Hazards Survey for facilities is periodically reviewed and updated to include changes in the hazards. If changes result in an increase in hazards, the Hazards Survey is updated immediately.

Hazardous Material Screening Process

- P1.6 A hazardous material screening process is developed and applied to facilities and activities involved in producing, processing, handling, storing, or transporting hazardous materials that have the potential to pose a serious threat to workers, the public, or the environment.
- P1.7 The screening process identifies candidate hazardous materials that, if released in an uncontrolled manner, would immediately threaten or endanger those who are in close proximity; have the potential for dispersal beyond the immediate vicinity in quantities that threaten onsite personnel or the public; and have a potential rate of dispersal to require a time-urgent response to implement protective actions for workers or the public. Protective Action Criteria are used to indicate when the consequences of a release threaten or endanger health and safety.
- P1.8 Candidate materials identified include, but are not limited to the following: hazardous materials in quantities exceeding the lower of the Threshold Quantities listed in 29 CFR 1910.119 or 40 CFR 68.130; Threshold Planning Quantities, listed in 40 CFR 355; quantities listed in 10 CFR 30.72 for radionuclides; or, biohazardous materials/agents specifically identified in guidelines established by the CDC.
- P1.9 Common hazardous materials used in the same form, quantity, and concentration as a product packaged for distribution and use by the general public (e.g., bleach, paints, cleaning solvents, office supplies, motor oil, gasoline) and small quantities of hazardous materials that do not meet the criteria given in P1.7, above, and are used in one-person or small-group laboratory activities are excluded from further analysis. The possible effect of the material as an initiator of releases of other hazardous materials is considered (e.g., fires or explosions)
- P1.10 If threshold screening quantities are developed and used for excluding small quantities of candidate materials, the supporting rationale is documented and is consistent with P1.7.
- P1.11 If at least one candidate hazardous material is identified as a potential threat, then further analysis will be required in an EPA for the facility or onsite activity. This requirement for an EPA will be indicated in the Hazards Survey.
- P1.12 The hazardous material screening process is completed for all materials contained in the facility or activity inventories to identify all candidates for further analysis in the EPA.

Emergency Planning Hazards Assessment (EPA)

- P1.13 The EPA describes the site and facility or activity, directly or by reference, including:
- a. Site location, facility description, operations, mission, processes, tenant activities, and facility locations (including proximity to adjacent facilities, site boundary, utility and transportation networks);
 - b. Transportation activities, including types and quantities of materials transported, containers, routes, speeds, and controls exercised; and
 - c. Characteristics of the region beyond the site boundary including summaries of demographics (including special populations), administrative boundaries, geographic features, and economic enterprises (e.g., farms, factories).
- P1.14 The EPA contains a current, accurate compilation of hazardous material inventories or maximum quantities associated with a facility or activity based on reliable and comprehensive methods of hazardous material identification (e.g., walkthroughs,

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- shipping records, local chemical inventory systems).
- P1.15 Analyzed hazardous materials are characterized in the EPHA:
- Storage location, process use, physical properties, and health effect parameters;
 - Engineered controls, administrative controls, storage segregation, safeguards and safety systems for prevention and/or mitigation of releases are identified; and
 - Actual barriers to release are identified, such as, containers, buildings, berms, sumps, catch basins, filters, and HVAC systems.
- P1.16 A spectrum of potential emergency event/condition scenarios are postulated and realistically analyzed in the EPHA, including:
- Applicable initiating events (e.g., fire, explosion, natural phenomena, malevolent events, accidents, external events);
 - Contributing events, accident mechanisms, equipment or system failures, engineered safety system and control failures, source terms, material release chemistry and characteristics, environmental transport and diffusion, exposure considerations, and health effects;
 - Range of event probabilities and consequences, from low probability, high consequence to high probability, low consequence, including Beyond-Design-Basis events;
 - Events exclusively affecting onsite personnel, as well as those affecting the offsite public; and
 - Potential malevolent acts applicable to the facility based on Design Basis Threat guidance, if available.
- P1.17 Emergency events or conditions are NOT excluded from analysis in the EPHA based solely on calculated occurrence probabilities or arbitrarily defined delimiters (e.g., credible or incredible, likely or unlikely).
- P1.18 Indicators of emergency event or condition scenarios that can be used for recognition purposes in developing Emergency Action Levels (EALs) are identified and documented in the EPHA.
- P1.19 Conservative estimates of the consequences of release scenarios are calculated and documented in the EPHA:
- Receptor locations include facility and site boundaries, collocated facilities, and offsite locations, including special populations (e.g., schools, hospitals, and prisons);
 - Calculations are performed for the purposes of protective action determinations, response decision-making, and special planning, [e.g., Emergency Planning Zone (EPZ) determinations]
 - Methods and models used for calculating consequences are applicable to the releases analyzed; assumptions used are valid and documented.
- P1.20 Classified material quantities and storage are analyzed and documented in a classified annex to the EPHA.

Maintenance of the EPHA

- P1.21 A reliable, efficient, and timely method for maintaining the EPHA is established for each facility and activity:
- The EPHA is periodically reviewed and updated;
 - Management procedures are implemented to ensure that emergency planners are notified of significant changes in facility inventories, processes, or activities that may affect the results of the EPHA [e.g., active involvement of emergency management personnel in the facility Integrated Safety Management System

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- (ISMS)];
- c. Sufficient transition time is allowed for emergency management personnel to review the EPHA and modify plans or procedures, as necessary, to account for changes in the hazardous material situation;
 - d. Changes made in the facility or activity safety analysis reports, probabilistic risk assessments, vulnerability assessments, fire hazard analyses, environmental impact statements, and other documents that address hazards or potential consequences are integrated with maintenance of the EPHA;
 - e. If changes result in an increase in hazardous material inventories or release potential, the EPHA is updated immediately.

Emergency Planning Zone (EPZ)

- P1.22 The size and shape of the EPZ is determined by the spectrum of scenarios, the consequences of the potential releases, health effect parameters, and geo-political boundaries beyond the site boundary.
- P1.23 The EPZ is the area within which protective actions will most likely be taken to protect workers or the public from the effects of the majority of airborne hazardous material releases from the facility or site.
- P1.24 The EPZ defines an area within which protective actions will provide for substantial reduction in early lethality for all analyzed airborne hazardous material releases.
- P1.25 The EPZ is sufficiently large that the planning efforts within the defined EPZ provide a substantial basis for expansion of response activities beyond the EPZ, if warranted by actual conditions.
- P1.26 The maximum EPZ for any DOE or NNSA facility or site does not exceed a nominal radius of 10 miles (16 kilometers).

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Effective organizational management and administrative control of the facility emergency management program is provided by establishing and maintaining authorities and necessary resources commensurate with the responsibility to plan, develop, implement, and maintain a viable, integrated, and coordinated comprehensive emergency management program.

*Evaluation Criteria:***Organizational Management and Administrative Control**

- P2.1 An individual is designated to administer the emergency management program with responsibility and authority to ensure:
- a. The development and maintenance of the Hazards Surveys and Hazards Assessments, emergency plans and procedures, and related and supporting documentation;
 - b. The development of the annual Emergency Readiness Assurance Plan (ERAP);
 - c. The development and conduct of the training and exercise programs and the coordination of readiness assurance (evaluation, assessment) activities; and,
 - d. The coordination of emergency resources by identifying resource needs and ensuring the availability of adequate resources.
- P2.2 The designated administrator has authority and resources commensurate with responsibilities assigned and has access to top level management.
- P2.3 Administration of planning, preparedness, and readiness assurance activities is established and effectively maintained.
- P2.4 Formal review and approval processes are established and documented to ensure that the planning and development of components of the emergency management program (e.g., planning analyses, plans and procedures, supporting documentation) receive sufficient oversight by staff, management and DOE elements to ensure consistency, correctness, and completeness.
- P2.5 Reasonable schedules (e.g., documentation submittals, reviews, and approvals; preparedness and readiness assurance activities) are established and enforced to ensure that program planning, preparedness, and readiness assurance activities are initiated, completed, and repeated in a timely and efficient manner.
- P2.6 An emergency management document control system is established that meets industry standards for document review, approval, distribution, and change control.
- P2.7 An auditable administrative program for ensuring the availability of vital records essential to the continued functioning or reconstitution of an organization during or after an emergency, regardless of media, is established and reliably maintained.
- P2.8 If classified information or materials are being used or generated, effective security procedures and controls are implemented, and security reviews are conducted.
- P2.9 Financial resource requirements are identified and budgeted.
- P2.10 Facilities and equipment requirements are identified, monitored, and acquired.
- P2.11 Personnel requirements are identified and addressed.

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- P2.12 Emergency plans and procedures are developed, verified, validated, reviewed periodically and updated as necessary.
- P2.13 Emergency management plans are developed for facilities not requiring a Hazardous Material Program that address the minimum Base Program requirements.
- P2.14 Emergency management plans are developed for facilities requiring a Hazardous Material Program that are seamlessly integrated with Base Program requirements.
- P2.15 Facility emergency management programs are integrated for site-wide consistency.
- P2.16 Training, drills, exercises, and evaluation activities are scheduled, conducted, monitored, and documented.
- P2.17 Development and approval of supporting documentation (e.g., MOUs, MOAs) is accomplished; periodic reviews and maintenance are scheduled and conducted.
- P2.18 Emergency management documents are controlled, available, and current.
- P2.19 Correction of findings and incorporation of lessons-learned are tracked, addressed, and verified.
- a. Methods are in place and implemented to remain apprised of current events and lessons learned and to utilize this information for continuous improvement; and
 - b. A site-wide corrective action program is implemented and effective in correcting problems identified in the emergency management program.
- P2.20 Specific emergency management Order requirements related to administrative responsibilities and emergency management activity (i.e., planning, preparedness, readiness assurance) parameters/constraints are monitored for compliance.

Document Requirements

- P2.21 Current reviewed and approved Hazards Surveys and Emergency Planning Hazards Assessments (EPHAs) are available and provide technical planning basis information for the development of the Operational Base Program and Operational Hazardous Material Program, commensurate with the hazards.
- P2.22 Emergency plans and procedures:
- a. An emergency plan documents the emergency management program, including provisions for response to an Operational Emergency; Emergency Plan Implementing Procedures (EPIPs) describe how the emergency plan will be implemented.;
 - b. Clearly state roles, responsibilities, and requirements associated with program administration, Emergency Response Organizations (EROs), individual positions, operations, and interfaces; and
 - c. Describe the integration and coordination of the emergency management program with the DOE Integrated Safety Management System (ISMS).
- P2.23 If a facility is generating classified information or unclassified controlled nuclear information (UCNI), all emergency management documents (e.g., plans and procedures, supporting program documentation, scenarios, and assessments) are reviewed by an authorized derivative classifier (ADC) or UNCI reviewing official.

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A comprehensive, coordinated, and documented program of training and drills is an integral part of the emergency management program to ensure that preparedness activities for developing and maintaining program-specific emergency response capabilities are accomplished.

*Evaluation Criteria***Training Program**

- P3.1 A comprehensive and systematic training program plan for accomplishing emergency management training goals includes: training objectives, target audience, an outline and schedule of training, resources and facilities, organizational responsibilities, and training program administration.
- P3.2 The training program for all primary and alternate personnel assigned to the facility- and site-level Emergency Response Organization (ERO) includes the following provisions for position-specific requirements:
- a. Initial training and periodic refresher training;
 - b. Refresher training when hazards or emergency plan/implementing procedures change; and
 - c. Demonstrations of proficiency through testing and drills.
- P3.3 The emergency management training program provides a current and structured view of program-specific training requirements:
- a. The training program is reviewed and updated periodically, or as required, based on changes in related emergency plans/procedures;
 - b. A detailed list of courses and drills provided by the emergency management program is developed and maintained; and
 - c. Matrices for the identification and implementation of required training topics versus ERO positions are developed and maintained.
- P3.4 Administrative program records provide the source for identifying qualified instructors, training material approval authority, and qualification signature authority.
- P3.5 The program plan defines minimum program standards for:
- a. Training required for each position (i.e., certain courses must be completed);
 - b. Proficiency (e.g., minimum grades on tests, how prior experience is credited);
 - c. Performance (i.e., acceptable performance during drills, exercises, or actual events); and
 - d. Retraining, and re-validation.
- P3.6 The emergency management training program is effectively integrated and coordinated with related training programs provided by other organizations.
- P3.7 Training courses are performance-based, customized to program-specific ERO positions, contain learning objectives, and have testing as a final validation of satisfactory completion.
- P3.8 Refresher training includes details of program changes and lessons-learned from actual events, exercises, DOE and industry operating experience, and program evaluations.

Training Requirements - Onsite

- P3.9 General Employee Training (GET) is provided to all new personnel, and covers site hazards, security, and protective actions, such as evacuation, assembly, accountability,

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- and sheltering. Refresher training is provided when plans, procedures, systems/equipment, or their expected protective actions change.
- P3.10 Both initial training and periodic refresher training is provided for the instruction and qualification of all Emergency Response Organization (ERO) personnel (i.e., primary and alternate) for their assigned position or function.
- P3.11 Periodic refresher training in notification procedures for hazardous material releases is provided to operators, supervisors, and workers having the responsibility for monitoring facility/site conditions, for recognizing emergency events/conditions, and for initiating the appropriate response.
- P3.12 Special team training is conducted for functional groups, in particular those with technical and management team assignments (e.g., consequence assessment).
- P3.13 To ensure that ERO decision-makers are able to perform their duties promptly and accurately:
- a. Training emphasizes the need for prompt, accurate, and practical judgements involving event categorization and classification, protective actions, and the urgency of notifications of Operational Emergencies;
 - b. Emergency Action Level (EAL) training is conducted periodically to improve the proficiency of ERO decision-makers in timely and conservative classification of Operational Emergencies, including decision-making when information is incomplete or uncertain and for events and conditions that are not covered explicitly by the EALs; and
 - c. ERO personnel authorized for initial classification and protective action decision-making validate their proficiency by participating in performance tests that employ hypothetical scenarios and available facility/site aids, such as EALs.

Training Requirements - Offsite

- P3.14 Offsite emergency response personnel and organizations, including state, local, tribal, or private hospitals, medical, or ambulance services, that are expected to support onsite response efforts, are offered:
- a. Training on facility- and site-specific emergency-related information, conditions, and hazards; and
 - b. The opportunity to participate in training and drills validating procedures for response activities expected to involve integration of onsite and offsite response resources.

Drills

- P3.15 Drills provide supervised, “hands-on” training and/or validation of classroom training for members of the ERO.
- P3.16 Building/work area evacuation, and other protective action drills are conducted and documented in accordance with Federal, state, and local laws and regulations, or National Fire Protection Association Standards.
- P3.17 Scheduled drills include scenario driven events that provide interface practice between the emergency response organization and site medical and security organizations.
- P3.18 Drills are developed or modified based upon feedback from actual events, exercise evaluations, and self-assessments, or to validate new or revised procedures and equipment modifications.

Training Documentation and Records

- P3.19 Lesson plans, drill plans, training materials and facilities, instructor and student manuals, and training software are maintained, formally documented, and included in an index or matrix.

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- P3.20 Training records are maintained for all personnel assigned ERO positions, primary and alternate, showing in-progress, final, and upcoming requalification status.
- P3.21 Drill and exercise participation and performance is documented for each member of the ERO.

G4. EXERCISES*Performance Goal:*

All elements of an emergency management program are validated over a multi-year period through a formal exercise program. The exercise program validates facility- and site-level emergency management program elements by initiating response to simulated, realistic emergency events/conditions in a manner that replicates an integrated emergency response to an actual event as nearly as possible. Planning and preparation use an effective, structured approach that includes documentation of specific objectives, scope, time lines, injects, controller instructions, and evaluation criteria for realistic scenarios. Each exercise is conducted, controlled, evaluated, and critiqued effectively and reliably. Lessons-learned are developed, resulting in corrective actions and improvements.

*Evaluation Criteria***Exercise Program**

- P4.1 A formal exercise program includes the validation of elements of an emergency management program over a multi-year period.
- a. The program includes a plan (e.g., a matrix) for validating all the elements of each program by incorporating specific objectives in exercises over the multi-year period.
 - b. The exercise program also includes provisions for incorporating objectives in each exercise which are designed to validate revised plans/procedures, implemented corrective actions, and program improvements.
- P4.2 The exercise program involves testing emergency response capabilities by initiating response to simulated, realistic emergency events/conditions in exercises of varying scope over the multi-year period:
- a. Facility Exercise - A facility or group of facilities (i.e., with common facility-level ERO positions) tests the proficiency of personnel in facility-level ERO positions in accomplishing facility-specific emergency response duties and responsibilities.
 - b. Site Exercise - Designed to test the integrated emergency response capabilities of personnel in facility- and site-level ERO positions. Includes both facility- and site-level evaluation and critique. For multi-facility sites, the basis for the exercise is rotated among facilities or groups of facilities.
 - c. Full Participation Exercise - A site exercise that involves the participation of offsite response organizations.
- P4.3 The schedule of exercises includes:
- a. Periodic participation by appropriate DOE or NNSA radiological response assets if the facility plans to use the assets in response to a facility emergency.
 - b. Security scenario events in order to test the interfaces between site security and the facility/site Emergency Response Organization (ERO).

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- P4.4 An actual emergency event may satisfy an exercise requirement for a facility or site with the concurrence of appropriate DOE or NNSA line management organizations and the DOE Director of Emergency Operations.
- P4.5 Failed objectives of an exercise (i.e., “Deficiencies”), as determined by an DOE or NNSA organization responsible for evaluating the exercise, are re-evaluated during a drill or through a selected functional test within a fixed time period following the exercise.
- P4.6 Corrective actions and lessons-learned identified as a result of exercise evaluation findings are addressed by the emergency management program.

Exercise Planning

- CE4.1 Exercise planning is effectively coordinated among onsite and offsite organizations or groups regarding their respective participation and exercise objectives. Any limitations or simulations regarding their participation are identified and documented.
- CE4.2 An exercise is fully documented by an exercise package that includes: specific exercise objectives, scope, scenario, participants, simulations, time lines, injects (i.e., messages), technical data, safety and security provisions, controller instructions, and evaluation criteria.
- CE4.3 The exercise package is completed in sufficient time before the conduct of the exercise to allow for review and comments by DOE or NNSA line management and the DOE Director of Emergency Operations.
- CE4.4 The exercise package contains sufficient information for effective conduct, control and evaluation of the exercise.
- a. The roles, responsibilities, and interfaces among exercise participants (i.e., players/responders, controllers, evaluators, and observers) are clearly addressed;
 - b. The provisions for exercise conduct and control are clearly identified; and
 - c. The provisions for exercise evaluation are clearly identified.
- CE4.5 Specific exercise objectives provide the basis for evaluating/validating the performance of response capabilities by each participating organization.
- CE4.6 The scenario is consistent with the set of exercise objectives and explicitly supports an evaluation/validation of each objective.
- CE4.7 The exercise evaluation criteria are facility-specific and correlate with the exercise objectives.
- CE4.8 The scenario reflects current facility-specific hazards, correlates technically with the facility Emergency Planning Hazards Assessment (EPHA), and is technically accurate in terms of operations and radiological, chemical, and meteorological data.
- CE4.9 The technical data that supports the scenario (e.g., operational, radiological, chemical, medical, meteorological) is technically accurate and clearly and unambiguously presented.
- CE4.10 Simulations and limitations pertaining to participants and exercise activities are clearly identified and documented.
- CE4.11 Injects/messages contain accurate, unambiguous, and non-prompting information and technical data for the players/responders and provide proper direction for the exercise.
- CE4.12 Provisions for safety, security, and public/media interface are clearly identified and documented.

Exercise Preparation

- CE4.13 Coordination among participants includes provisions for exercise initiation, interruption, and termination.
- CE4.14 Controllers and Evaluators are provided generic and exercise-specific training.
- CE4.15 Controllers and Evaluators are provided with training on the scenario package, and safety and security/safeguards provisions.

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- CE4.16 Preparations, including participant briefings, safety provisions, staging of simulation props, positioning of controllers/evaluators, and establishing of initial conditions, are completed prior to exercise initiation.
- CE4.17 Security of the exercise scenario is properly managed; pre-staging of players and/or prior knowledge of scenario material by players is effectively prevented.

Exercise Conduct/Control

- CE4.18 Controller organization(s) are adequately staffed and positioned for effective exercise conduct/control
- CE4.19 Controllers conduct/control the exercise in accordance with the exercise package.
- CE4.20 Controllers permit free play when free play would not interfere with the scenario.
- CE4.21 Controllers prevent interference and/or prompting by non-responders.
- CE4.22 The simulation of activities is sufficiently realistic to provide confidence that the activity could have been performed during a real emergency.
- CE4.23 Players/responders perform their respective functions, initially and throughout the exercise, in a professional manner as if the situation were an actual emergency.

Exercise Evaluation

- CE4.24 The evaluator organization is sufficiently staffed to evaluate the performance and key decision-making of the responders in satisfying the exercise objectives.
- CE4.25 Evaluators display familiarity with responder organizations, functions, procedures, and anticipated responder decisions and response activities.
- CE4.26 Responders/players are evaluated with respect to demonstrated proficiency of their respective responsibilities and functions, communication and coordination with other responders, familiarity and use of applicable procedures and equipment, and overall professional response.
- CE4.27 Facilities and equipment are evaluated with respect to adequacy of functions/operability.
- CE4.28 Procedures are evaluated with respect to their use by the responders, specifically, their adequacy of content for the tasks performed.
- CE4.29 Notifications and communications are evaluated during every exercise.

Exercise Critique

- CE4.30 Controllers conduct a post-exercise critique(s) to gather and document observations and solicit feedback from the players/responders.
- CE4.31 A formal critique process is conducted by the controller/evaluator organization to determine whether the individual exercise objectives were accomplished based on a synthesis of all the observations and information/data gathered during the conduct of the exercise.

Documentation

- CE4.32 An after-action report documents the results of the exercise critique and evaluation.

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A Readiness Assurance program provides a framework and associated mechanisms to assure that emergency plans, implementing procedures, and resources are adequate and sufficiently maintained, exercised, and evaluated (including assessments and appraisals) and that appropriate, timely improvements are made in response to needs identified through coordinated and comprehensive emergency planning, resource allocation, training and drills, exercises, and evaluations.

*Evaluation Criteria***Evaluation Program**

- P5.1 An evaluation program assures that emergency plans, implementing procedures, and resources are adequate and sufficiently maintained, exercised, and evaluated (including assessments and appraisals).
- P5.2 Evaluations, including program evaluations and exercise evaluations, are based on a consistent set of performance-based evaluation criteria.
- P5.3 Formal evaluation reports are prepared that document evaluation results/findings.
- P5.4 A tracking system is established and maintained to track and verify correction of findings from program and exercise evaluations, or from actual responses.
- P5.5 Self-evaluations:
- a. A self-assessment of the emergency management program is conducted periodically by the facility or activity.
 - b. Records are maintained of readiness assurance self-evaluations (e.g., program or exercise self-assessments) and any related findings.
 - c. Corrective actions and improvements from self-evaluations are identified and their effective incorporation into the emergency management program is addressed.
- P5.6 External evaluations:
- a. Evaluation schedules are coordinated with all involved organizations to minimize impacts and maximize benefits. Evaluation schedules are forwarded to the DOE-HQ Director of Emergency Operations to ensure maximum coordination.
 - b. The facility or activity makes available personnel responsible for developing or maintaining the emergency management program as well as associated program documentation during periodic external evaluations.
 - c. Evaluated findings from program and exercise evaluations by organizations external to the facility are acknowledged within an established time period of receipt of the findings and include corresponding corrective action plan.
 - d. Closure of findings from program and exercise evaluations by organizations external to the facility are validated by the evaluating organization.
- P5.7 The evaluation program identifies deficiencies and weaknesses, prepares corrective action plans, and tracks corrective actions for timely program improvement.
- P5.8 An established improvement program ensures that:
- a. Appropriate and timely improvements are made in response to needs identified through coordinated and comprehensive emergency planning, resource allocation, training and drills, exercises, and evaluations.

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- b. Relevant lessons learned are received at the facility, are reviewed for applicability, and incorporated in the emergency management program as appropriate.

Other Readiness Assurance Programs

- P5.9 Participates in readiness assurance programs established to evaluate and/or track performance of emergency management programmatic activities or response.
- a. Participates in a program of performance measures and/or metrics to capture and track objective data regarding the performance of emergency management programs in key functional areas.
 - b. Participates in a program of No-Notice Exercises, conducted by the DOE-HQ Director of Emergency Operations, to determine if the facility/site Emergency Response Organization (ERO) accomplishes one or more selected objectives according to applicable plans, procedures, and/or other established requirements. Involvement is limited to providing trusted agents and responding when the exercise is conducted.

Emergency Readiness Assurance Plan (ERAP)

- P5.10 The ERAP highlights program status, including, significant changes in emergency management programs (i.e., planning bases, organizations, exemptions) and comparison of previous ERAP goals, milestones, and objectives to achievements.
- P5.11 The ERAP documents evaluation results and the status (i.e., open/unresolved or closed) of associated corrective actions. Evaluation results include facility/site self-assessments and performance measures.
- P5.12 The ERAP contains a sufficient level of accurate information and analysis to provide management at all levels with an adequate tool for gauging emergency management program readiness.
- P5.13 Accurate individual and consolidated ERAPs are submitted in a timely manner by the responsible DOE elements.

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An Emergency Response Organization (ERO), a structured organization with overall responsibility for initial and ongoing emergency response and mitigation, is established and maintained. The ERO establishes effective control at the event/incident scene and integrates local agencies and organizations providing onsite response services. An adequate number of experienced and trained primary and alternate response personnel are available on demand for timely and effective performance of ERO functions.

*Evaluation Criteria - RESPONSE Functions***ERO Organizational Structure**

- P/E6.1 The organizational configuration of the ERO is based on actual or potential emergency conditions.
- P/E6.2 Management structure of the emergency response facility provides for the collection and dissemination of accurate data, setting priorities, assigning work to functional groups, and keeping key emergency response staff abreast of emergency response status.
- P/E6.3 An "Emergency Director (ED)" or equivalently titled individual, is in charge of the overall response and has the authority to use necessary resources to mitigate the emergency.
- P/E6.4 The Emergency Director (ED) has the authority and responsibility to perform the required functions, including initial activation of onsite response assets, notification of offsite authorities, and requests for offsite assistance.
- P/E6.5 The division of authority and responsibility between the Incident Commander (IC) and the Emergency Director (ED) position is clearly established and maintained.
- P/E6.6 Control of operations, monitoring, and repair teams is clearly vested in a single ERO position or clearly defined between multiple ERO positions.

ERO Activation

- P/E6.7 The ERO activation is based on actual or potential emergency conditions.
- P/E6.8 Initial response functions are performed by on shift operations staff.
- P/E6.9 The ERO is functionally staffed and activated in a timely manner; key emergency response facilities are operational within an hour after declaration of an Operational Emergency.
- P/E6.10 Staffing of ERO positions following the declaration of an Operational Emergency is orderly, controlled, and verifiable:
 - a. Personnel assigned to ERO positions gain access to their response stations without impediment;
 - b. Non-ERO personnel are excluded from emergency response work areas; and
 - c. Individuals who assume key response positions/functions are readily identified by other ERO staff (e.g., through use of status board(s) or badging).
- P/E6.11 Procedures and/or checklists which describe the major activation and initial response activities of key members of the ERO are used.
- P/E6.12 The order of succession of management personnel responsible for managing the emergency in the absence of the primary designated Emergency Director (ED) is clearly designated/implemented.

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P/E6.13 Extended operations (i.e., shift arrangements to cover 24-hour operations) are anticipated and planned.

ERO Operations

P/E6.14 The Emergency Director (ED), in the lead role responsible for emergency response, adequately and effectively performs assigned functions utilizing sufficient and practical knowledge of the effected facility and its operations, the emergency response team and its mission, and the available tools and resources necessary to effect an appropriate response and mitigate the emergency.

P/E6.15 Transfer of a command and control function to another emergency facility, within an emergency facility, or to a command external to the ERO or ICS (e.g., another Federal agency, such as DOJ/FBI) is completed in an orderly and formal manner and ERO personnel are informed of the transfer.

P/E6.16 The fully staffed ERO establishes effective internal and external interfaces with other agencies and organizations; external interfaces may include: local, state, tribal, and federal agencies, and non-governmental groups such as concerned citizens and the media.

P/E6.17 An individual in the ERO is assigned liaison responsibilities for coordinating with offsite agencies to ensure that effective communications are initiated and maintained during an emergency.

P/E6.18 Members of the ERO:

- a. Perform in their roles, functions, and interfaces and in their use of emergency equipment, facilities, and resources in a timely, effective and efficient manner;
- b. Clearly acknowledge and understand authorities and responsibilities in functional areas; and
- c. Identify and access available response resources (e.g., personnel, equipment, consumables, and replacement parts), and, as appropriate, take account of resource limitations and specific capabilities.

P/E6.19 Based on current knowledge of the situation, the responsible ERO operations and technical support staff determine and implement a reasonable, well-planned course of action.

P/E6.20 When priority actions are identified, tasking is clearly made to emergency response staff, and actions are followed through to completion.

P/E6.21 Specialty groups (e.g., consequence assessment, maintenance, operations, technical staff) supporting the emergency response staff provide timely information to the decision-making process.

P/E6.22 Adequate data are obtained and analyzed to support the operations staff in assessing and mitigating the emergency events.

P/E6.23 Information is accurately and efficiently transmitted in an orderly and documented manner throughout the chain of command and between/within emergency facilities.

P/E6.24 The use of acronyms, code words, convention and/or technical terminology causes no misunderstandings related to the response and associated data.

P/E6.25 Periodic briefings are provided on the status of the emergency and current significant response priorities and activities.

P/E6.26 Communications are maintained with and information is provided regularly to the DOE Headquarters Emergency Management Team (EMT).

P/E6.27 The ERO management effectively coordinates State and DOE site requests for use of assets such as the Radiological Assistance Program (RAP).

P/E6.28 An individual is assigned liaison responsibilities with personnel representing DOE or NNSA assets (e.g., NARAC, FRMAC, AMS, RAP, REAC/TS, ARG, and/or NEST) involved in the response, to coordinate logistics, ensure that effective communications

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- are initiated and maintained, and ensure that data is exchanged using consistent units of measure.
- P/E6.29 ERO personnel are provided with adequate briefings concerning safety, operations, communications, and hazards before being deployed.
- P/E6.30 ERO teams are debriefed upon return from assigned missions and their accomplishments, failures, exposures, and status information are recorded and made available to other teams and emergency facilities.
- P/E6.31 The responsible individual authorizes emergency response personnel to receive exposures in excess of site administrative limits (or other Federal criteria) for carrying out lifesaving or other emergency activities.
- P/E6.32 An individual trained to recognize, categorize, and classify events and to conduct appropriate notifications is available 24 hours a day, 7 days a week. This individual's authority is unambiguous and clearly communicated throughout the ERO.

*Evaluation Criteria - Special RESPONSE Functions/Positions***Incident Command System (ICS)**

- P/E6.33.1 An Incident Commander (IC) is in charge at the event scene:
- a. Incident Management System/Incident Command System (IMS/ICS) principles are used to coordinate and direct the emergency response;
 - b. The IMS/ICS adopted is that used by local, State, or regional agencies that provide assistance to the DOE site. [In the absence of a locally designated IMS/ICS, National Fire Protection Association Standard 1561, *Standard on Emergency Services Incident Management System*, is used to establish the IMS/ICS for DOE facilities.]; and
 - c. The specific IMS/ICS used is identified in the emergency plan and memorandum of understanding/agreement.
- P/E6.33.2 The incident is assessed and priorities are established with life-saving, safety, incident stabilization, and property conservation receiving top priority.
- P/E6.33.3 Incident command strategic goals and tactical objectives are clear and a flexible action plan is implemented.
- P/E6.33.4 The incident command staff continually assesses the situation, develops a mitigation strategy, and requests additional assets as needed.
- P/E6.33.5 Incident command coordinates internal and external response assets in an effective manner.
- P/E6.33.6 An ICS command post is established in a safe area away from the event scene, where command and control may take place safely and effectively.
- P/E6.33.7 Command post habitability is periodically assessed, and the command post is moved, as necessary, for safety purposes.
- P/E6.33.8 Incident command staff ensures that response personnel take necessary precautions for personal safety and contamination control, as follows:
- a. Incident command staff establishes a staging area where arriving asset personnel are briefed; communications are checked; special equipment is issued; and the assets are deployed upon request.
 - b. Asset personnel being released are debriefed; personnel are accounted for; personnel and equipment are surveyed for contamination; decontaminated as necessary; and issued equipment is returned.

Hazardous Material Survey, Sampling, and Sample Analysis Teams

- P/E6.34.1 Teams implement survey and sampling procedures in a timely manner:

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- a. Field teams are provided with adequate monitoring equipment and personnel protective equipment to accomplish field monitoring and plume tracking within and beyond the Emergency Planning Zone (EPZ); and
 - b. Teams correctly use protective equipment, such as protective clothing and respirators, filter masks, and dosimetry.
- P/E6.34.2 The required equipment is adequate, accessible, functional, and calibrated.
- P/E6.34.3 Teams make effective use of maps or general arrangement drawings showing pre-determined and potential monitoring points.
- P/E6.34.4 Teams are briefed on facility and meteorological conditions and exposure control procedures before deployment and when changes occur.
- P/E6.34.5 Teams maintain effective communications to transmit accurate and timely readings and results to their team coordinator.
- P/E6.34.6 Field teams are well-directed and effectively controlled by emergency response management, who:
- a. Provide directions to survey specific areas;
 - b. Provide directions to minimize hazardous material exposure by exiting high airborne and whole body dose areas (i.e., for radiological materials), or high concentration areas (i.e., for toxic non-radiological materials), when not actively engaged in sample and survey activities; and
 - c. Set exposure limits for survey and tracking teams, and solicit and record survey results.
- P/E6.34.7 Teams utilize proper survey equipment and log results accurately.
- P/E6.34.8 Teams collect samples, bag and mark them, and log results accurately and efficiently.
- P/E6.34.9 Samples are received, properly packaged, and labeled with information such as sample time and date, sample location, volumetric data, sample media, and sample or survey collection person's name.
- P/E6.34.10 Analysis procedures and equipment are used to support processing of samples received, either properly analyzing the samples in the field or transporting them to a laboratory.
- P/E6.34.11 Analysis results are promptly and accurately communicated to other emergency response facilities.

Security Staff

- P/E6.35.1 Security procedures of protective forces for carrying out their responsibilities during response to Operational Emergencies are promptly, safely, efficiently, and effectively implemented.
- P/E6.35.2 The Incident Command System is implemented for security emergencies.
- P/E6.35.3 The response of protective force personnel and equipment is characterized by effective command and control.
- P/E6.35.4 Access and egress control is quickly and properly maintained for the site/facility, site/facility areas, impacted areas (i.e., safe perimeters), and emergency response facilities.
- P/E6.35.5 Security practices facilitate timely movement and access of site/facility operating and response personnel (including offsite personnel) to required areas during the emergency situations.
- P/E6.35.6 Under emergency conditions, material accountability and protection for Special Nuclear Material (SNM) and other critical DOE assets are handled in a timely and effective manner.
- P/E6.35.7 Common protocol for local law enforcement backup of the onsite security force is used (e.g., use of deadly force, weapons employment, tactics, code words, radio frequencies, etc.).

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P/E6.35.8 A mutual understanding of authorities and responsibilities, response plans, utilization of command and control facilities, and terminology enables site security to effectively coordinate and correlate response activities with other components of the Emergency Response Organization (ERO).

Fire and Rescue

- P/E6.36.1 Fire/rescue personnel and equipment are assembled and deployed to the scene of the emergency in a safe and timely manner.
- P/E6.36.2 Fire/rescue personnel take necessary precautions for contamination, exposure, heat, and personal safety.
- P/E6.36.3 Search and rescue operations are carried out in an efficient manner, coordinating their efforts with medical, industrial hygiene, and health physics personnel.
- P/E6.36.4 Injured personnel are properly extricated, immobilized, and moved during search and rescue operations.
- P/E6.36.5 When responding onsite, both onsite and offsite fire personnel are outfitted with the appropriate specialized equipment and supplies specific to the onsite hazards.

Repair and Maintenance

- P/E6.37.1 Facility and field repair and maintenance activities are carried out in a timely and efficient manner:
- P/E6.37.2 Proper tools are available for repair and maintenance activities and the procurement of replacement parts is expedited.
- P/E6.37.3 Emergency work order procedures are used and emergency tagging (e.g., lockout/tagout or clearance) is implemented.
- P/E6.37.4 Repair and maintenance activities include personnel protection and monitoring as well as coordination with support groups, such as health physics and chemistry personnel.

*Evaluation Criteria - PROGRAMMATIC Functions***ERO Staffing**

- P6.38 Personnel needed to perform emergency-related duties during a response to any of the broad range of Operational Emergencies are considered members of the ERO.
- P6.39 Fully trained personnel are assigned to facility- and site-level ERO positions to ensure adequate staffing for emergency response.
- P6.40 All personnel assigned to facility- and site-level ERO positions demonstrate their proficiency in their assigned positions through periodic participation in an exercise, an evaluated drill, or an actual response. This participation is accomplished on a rotating basis by all primary and alternate personnel.
- P6.41 An adequate number of experienced and trained personnel for initial and ongoing response, including designated alternates, are assigned to each functional area.

ERO Maintenance

- P6.42 To ensure that personnel are available on demand for timely and effective performance of ERO functions, the ongoing, standby staffing of ERO emergency facility positions and response teams is effectively accomplished by:
- a. Using a technique, such as duty-cycle or static roster, to ensure that qualified personnel are available on-demand and properly assigned;
 - b. Ensuring that sufficient trained personnel for initial and ongoing response, including designated alternates, are candidates for call-up in each functional area;
 - c. Periodically reviewing ERO rosters for accuracy (e.g., current qualifications, correct phone number, correct response time etc.); and

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- P6.43 d. Periodically reviewing and updating ERO personnel qualifications.
Communication systems used to activate both on shift and off shift emergency response personnel are periodically tested to ensure their adequacy and reliability.

G7. OFFSITE RESPONSE INTERFACES*Performance Goal*

Effective interfaces are established and maintained to ensure that emergency response activities are integrated and coordinated with the Federal, Tribal, state, and local agencies and organizations responsible for emergency response and the protection of workers, the public, and the environment.

*Evaluation Criteria - RESPONSE Functions***Activation**

- P/E7.1 Interfaces are established and support is requested, as required, from Federal, Tribal, state, and/or local response agencies/ organizations responsible for augmenting site resources in response to an onsite emergency event.
- P/E7.2 Interfaces with Tribal, state, and/or local authorities responsible for protection of the public and the environment are identified and established.
- P/E7.3 Offsite authorities are informed of the availability of assistance from DOE or NNSA national assets (i.e., RAP, FRMAC, NARAC, AMS, and REAC/TS), and subsequent requests for support activate the applicable assets.

Communication and Information Exchange

- P/E7.4 Methods of communication (e.g., telephone circuits and/or radio channels) and communication protocols with the offsite agencies/organizations are in place, identified, and operable.
- P/E7.5 Communication capabilities allow effective communication with offsite officials, the cognizant DOE Field Element, and the Headquarters Emergency Management Team (EMT).
- P/E7.6 Offsite officials are briefed upon activation of their respective facilities.
- P/E7.7 Offsite agencies/organizations, responsible for emergency response and for the protection of workers, the public, and the environment, are provided initial and ongoing information sufficient to perform their respective functions.
- P/E7.8 Timely, clear, accurate, and effective information exchange occurs between the Emergency Response Organization (ERO) and offsite personnel.
- P/E7.9 Mutual understanding of acronyms, code words, conventions, and/or technical terminology (e.g., units) provides effective information exchange.
- P/E7.10 Incoming offsite agency inquiries/concerns are directed to the appropriate personnel for resolution.

Coordination and Integration

- P/E7.11 A mutual understanding of capabilities, especially the command and control system, supports an integrated and effective response.
- P/E7.12 An effective working relationship exists between the offsite officials and their Emergency Response Organization (ERO) counterparts.
- P/E7.13 Coordination and integration with offsite response agencies and organizations follow established, pre-arranged and documented plans and protocols, including responsibilities and authorities, coordination of response, notifications, facility activations,

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- communications, Emergency Operations Center (EOC) interfaces, public information activities, and logistic protocols (e.g., working space and site access)
- P/E7.14 Provisions are in place and implemented with State, Tribal, and local agencies and organizations for coordinating the release of information about the emergency to the public.

*Evaluation Criteria - PROGRAMMATIC Functions***Maintaining Interfaces**

- P7.15 An individual (s) with the appropriate authority, knowledge, and training is responsible for establishing and maintaining ongoing and effective interfaces with offsite political, technical, security (e.g., local law enforcement), and emergency services officials.
- P7.16 Agreements to provide mutual assistance to or to receive assistance from offsite organizations (e.g., hospitals, fire departments) are documented in a formal memorandum of agreement or memorandum of understanding, which are accessible in the emergency plan and maintained current through periodic reviews.
- P7.17 Effective coordination with offsite response agencies and organizations is accomplished and maintained through routinely scheduled meetings.
- P7.18 Through formal agreements, DOE supports offsite agencies under the “good neighbor” policy, in areas of emergency assistance including: fire, medical, and hazardous material releases (including, field monitoring resources)
- P7.19 Routine coordination and interfaces through training , drills, and “good neighbor” support ensure that offsite services (e.g., fire and medical, law enforcement), as indicated in the documented agreements, will be integrated with onsite resources.
- P7.20 Planned response functions to be provided by offsite organizations are periodically tested and verified.
- P7.21 Organizations which may be needed in a supporting role and/or needed for long-term support have been identified and pre-designated offsite points-of-contact, including organization, names, and telephone numbers are documented, maintained, and available to the response organization.

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D-R-A-F-T**G8. EMERGENCY FACILITIES AND EQUIPMENT***Performance Goal*

Facilities and equipment adequate to support emergency response are available, operable, and maintained. Specifically, an adequate and viable command center is available as necessary and personnel protective equipment is available and operable to meet the needs of the responders.

*Evaluation Criteria - RESPONSE Functions***Facilities**

- P/E8.1 A facility is available for use as a command center by the Emergency Director (ED) and the members of the ERO during an emergency response.
- P/E8.2 The characteristics of the dedicated command center, and other auxiliary facilities, are adequate to reliably support the designated functions and assignments.
- P/E8.3 Provisions are established for use of an alternative location if the primary command center is unavailable.
- P/E8.4 Facility systems and installed equipment (e.g., HVAC, sanitation, lighting, radiation monitors, computer systems, communications, visual displays) are adequate to support facility functions and level of staffing.
- P/E8.5 Emergency response facilities use backup or alternate power supplies in the event of loss of power.
- P/E8.6 As necessary, conversion of facilities to response facilities for the emergency is accomplished in a timely and efficient manner.
- P/E8.7 Command center access control is adequate and results in the efficient and timely identification of assigned staff.

Equipment

- P/E8.8 The capability to notify employees of an emergency and to facilitate their safe evacuation from work areas is available.
- P/E8.9 Provisions are established to ensure operational compatibility between facility response capabilities and DOE or NNSA assets.
- P/E8.10 Adequate personnel protective equipment, and other emergency equipment and supplies, are readily available and operable.
- P/E8.11 The actual function(s) and operating characteristics of specific equipment adequately support the intended function(s) during emergency response.
- P/E8.12 The equipment needed during the emergency response functioned as expected and intended (or was repaired or obtained in a timely manner), including: current reference materials (e.g., maps, facility drawings); decisional aids (including computers); area and process monitors; public address system; personnel protective equipment; portable monitoring instruments and personnel monitoring devices; siren and alarm systems; decontamination equipment; communication equipment.

*Evaluation Criteria - PROGRAMMATIC Functions***Facilities**

- P8.13 Designated response facilities, especially multi-use facilities, are adequately maintained to ensure timely activation and availability to support an emergency response.

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- P8.14 Inventories of all emergency equipment and supplies are maintained with the equipment location identified.
- P8.15 Periodic inspections, operational checks, calibration, preventive maintenance and testing of equipment and supplies are carried out as required in accordance with manufacturer's instructions or industry standards.
- P8.16 Communication systems with DOE Headquarters, Operations/Field Offices and offsite organizations are periodically tested.
- P8.17 Communication systems used to activate both on-shift and off-shift emergency response personnel are tested and maintained regularly.

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D-R-A-F-T**G9. CATEGORIZATION AND CLASSIFICATION***Performance Goal*

Major unplanned or non-routine events or conditions involving or affecting DOE or NNSA facilities or activities by causing or having the potential to cause serious health and safety impacts onsite or offsite to workers or the public, serious detrimental effects on the environment, direct harm to people or the environment as a result of degradation of security or safeguards conditions, or release of (or loss of control over) hazardous materials, are recognized promptly, categorized, and declared as Operational Emergencies. In addition to being categorized as Operational Emergencies, events involving the actual or potential airborne release of (or loss of control over) hazardous materials from a facility or activity also require prompt and accurate classification based on health effect thresholds (for initiating protective actions) measured or estimated at specific receptor locations (i.e., facility and site boundaries, etc.) Predetermined conservative onsite protective actions and offsite protective action recommendations are associated with the classification of these Operational Emergencies.

*Evaluation Criteria***Process**

- P/E9.1 Authority and responsibility for categorizing an event/condition, and if necessary, determining the emergency classification, is clearly defined, recognized, and understood by ERO personnel.
- P/E9.2 The designated (authorized) individual with the responsibility for categorization and classification makes the determination(s).
- P/E9.3 The recognition/categorization/classification process of Operational Emergencies is effectively integrated with existing operations, management, emergency response, reporting activities, and the security classification scheme.

Categorization

- P/E9.4 The categorization of abnormal events/conditions as Operational Emergencies is accomplished promptly and accurately using site- /facility specific criteria.
- P/E9.5 The set of site- /facility-specific criteria is readily accessible to the responsible decision-maker.
- P/E9.6 The criteria for categorizing Operational Emergencies are clear, straight-forward, usable, unambiguous to the decision-maker, and stated in terms of readily available indications or observable conditions.
- P/E9.7 If the event or condition is categorized as an Operational Emergency involving an airborne release of (or loss of control over) hazardous materials (i.e., from a site/facility), the decision-maker recognizes the requirement to promptly classify the event.
- P/E9.8 An abnormal event/condition, categorized as an Operational Emergency, is only downgraded (e.g., to Unusual Occurrence) if the original categorization was incorrect. A properly categorized Operational Emergency remains in effect until the emergency response is terminated.

Classification

- P/E9.9 The classification of an Operational Emergency involving the actual or potential airborne release of (or loss of control over) hazardous material is accomplished promptly and accurately using a current set of a site-/facility-specific Emergency Action Levels (EALs).
- P/E9.10 The set of appropriate site- /facility-specific EALs are readily accessible to the responsible decision-maker.

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- P/E9.11 The classification of an Operational Emergency involving the actual or potential airborne release of hazardous material as Alert, Site Area Emergency, or General Emergency is based on the distance at which estimated consequences exceed the applicable health effect threshold [i.e., Protective Action Criterion (PAC) for the specific hazardous material released]
- P/E9.12 The EALs for classifying Operational Emergencies are clear, straight-forward, usable, and unambiguous to the decision-maker.
- P/E9.13 The EALs for classifying Operational Emergencies provide for early recognition, are reliable, redundant, and internally consistent, and are comprehensive and anticipatory of potential/future consequences.
- a. The EALs are stated in terms of readily available indications or observable conditions.
 - b. Site-/facility-specific EALs are developed and approved for the spectrum of Operational Emergencies resulting in the actual or potential airborne release of (or loss of control over) hazardous material Operational Emergencies as analyzed in the Hazards Assessment.
 - c. Site-/facility EALs provide for classifying events on the basis of measured or predicted hazardous material consequences at specific receptor locations (i.e., facility and site boundaries)
- P/E9.14 If a suspected release of (or loss of control over) hazardous material fails to meet or exceed an EAL, then a common sense, conservative assessment of the indications or observable conditions leads to an initial default estimate of the classification of the emergency event/condition using the discretionary EAL (i.e., a discretionary EAL is included in the EAL set to compensate for possible incompleteness and to ensure that a decision can be made rapidly based on the current understanding of the situation.)
- P/E9.15 Associated with a specific event EAL, the decision-maker obtains default (i.e., pre-determined) conservative Protective Actions (PAs), for immediate implementation onsite, and Protective Action Recommendations (PARs), for immediate recommendation offsite.
- P/E9.16 The current classification is modified (i.e., upgraded) based on continuous monitoring for event degradation or a reassessment that indicates that the event is more severe than originally perceived.
- a. An Operational Emergency is reclassified at a lower classification if the original classification decision was in error (e.g., the decision-maker used the wrong EAL or received incorrect information);
 - b. A properly classified Operational Emergency remains in effect until the emergency response is terminated.
- P/E9.17 Site-wide, non-facility-specific EALs are used to classify events such as: terrorist threats, major natural phenomena, external events that can affect site operations, etc.

Evaluation Criteria - PROGRAMMATIC Functions

- P9.18 The EALs are reviewed and tested regularly against a range of initiating conditions and emergency event/condition scenarios to validate the indicated emergency classification.

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D-R-A-F-T**G10. NOTIFICATIONS AND COMMUNICATIONS***Performance Goal*

Prompt, accurate, and effective initial emergency notifications are made to workers and emergency response personnel/organizations, including appropriate DOE or NNSA elements, and other Federal, Tribal, State, and local organizations and authorities. Accurate and timely follow-up notifications are made when conditions change or when the classification is upgraded or the emergency is terminated. Continuous, effective, and accurate communication among response components and/or organizations are reliably maintained throughout an Operational Emergency.

*Evaluation Criteria***Notifications**

- P/E10.1 For Operational Emergencies, prompt initial emergency notifications are accurately and efficiently made to workers and emergency response personnel/organizations, including DOE or NNSA field and headquarters Operations Centers, other Federal, Tribal, state, and local response organizations, as well as, all other appropriate organizations and authorities.
- P/E10.2 Points of contact for emergency notifications are accurate and readily available to response personnel.
- P/E10.3 Initial oral notification messages are not delayed by the inclusion of event information beyond a minimum set, that includes:
- Location of the event, and the name, organization, location, and telephone number of the caller;
 - Brief description, date and time of the event;
 - Categorization/classification and time of declaration;
 - Release in progress (yes/no); and
 - Recommended protective actions.
- P/E10.4 A rapid notification and recall system is used to make initial and follow-up notifications to primary and alternate response staff. The system provides for authentication and feedback indicating unsuccessful contact.
- P/E10.5 Follow-up notifications use a pre-arranged and standardized content and format that supports the inclusion of critical information concerning: the nature of the event, description and status; key times; classification and release status (as required); meteorology; protective actions; affected facility; and, notification authority.
- P/E10.6 Follow-up notifications are made when conditions change or when the emergency classification is upgraded or terminated.
- P/E10.7 The Emergency Director (ED) or designee personally approves the release of notification information.
- P/E10.8 Emergency status reports are forwarded to the next-higher Emergency Management Team (EMT) on a continuing basis throughout the Operational Emergency.

Communications

- P/E10.9 A formally established communication chain for reporting and notification within the facility, site-wide, and to offsite organizations is properly followed.
- P/E10.10 Installed PA and siren systems adequately accomplish the notifications of workers and onsite or neighboring public.
- a. Building and area alarms or public address (PA) systems are installed to alert facility personnel to emergency conditions.

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- b. Systems are in place for notification of onsite workers and public present onsite but outside the immediate vicinity of the affected facility.
 - c. Where agreements with offsite agencies dictate, systems alert the public outside the site boundary.
- P/E10.11 Communications systems are in place to support management and tracking of evacuation of facility personnel, personnel accountability and assembly.
- P/E10.12 Installed voice communications systems adequately accomplish notification and information exchange processes.
- a. Reliable equipment exists for communications with emergency organizations and response personnel.
 - b. Dedicated primary and backup voice communications links are provided between key emergency response facilities and sufficient non-dedicated voice communication links are provided to access offsite organizations.
 - c. Mobile and commercial phone lines are available.
- P/E10.13 Continuous, effective, and accurate communications among response components and/or organizations (e.g., event scene responders, emergency managers, response facilities, and workers who have taken protective actions) is reliably established and maintained throughout an Operational Emergency.

Documentation/Reports

- P/E10.14 Notifications and key communications are properly documented and displayed in emergency response facilities.
- P/E10.15 A formal system is in place to record, sequence, validate, and track the flow and chronology of emergency information.
- P/E10.16 Logs are maintained and other record-keeping methods utilized to support post-event analysis, report production, and a legally defensible chronology of notification and communications activities.
- P/E10.17 All reports and releases are reviewed for classified or Unclassified Controlled Nuclear Information (UCNI) prior to being provided to unclassified personnel, entered into unclassified data bases, or transmitted using non-secure communications equipment.
- P/E10.18 Following termination of the emergency response, and in conjunction with the Final Occurrence Report, each activated EMT develops and submits a final report on the emergency response.

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D-R-A-F-T**G11. CONSEQUENCE ASSESSMENT***Performance Goal*

Estimates of onsite and offsite consequences of actual or potential releases of hazardous materials are correctly computed and assessed in a timely manner throughout the emergency. Consequence assessments are integrated with event classification and protective action decision-making, incorporate facility and field indications and measurements, and are coordinated with offsite agencies.

*Evaluation Criteria - RESPONSE Functions***Process**

- P/E11.1 A Timely Initial Assessment of the actual or potential consequences of an emergency is performed effectively and efficiently, shortly after initial classification, using any available real-time event and meteorological data to provide an event-specific estimate of consequences.
- P/E11.2 Timely in-depth assessments of event consequences are made continuously throughout an emergency.
- Consequence estimates, performed by hand and/or computer-based calculations, are accomplished in a timely and efficient manner throughout the emergency to adequately assess the actual or potential onsite and offsite consequences.
 - Assessments are updated when there are actual and projected changes in facility status, release conditions, or meteorology, or when there are data from field monitoring teams.
 - Different models, assumptions, and input data are used, as available, to add to the understanding of the event and its consequences.
 - The indicators (e.g., system pressures, flow rates, radiation levels, release rates, etc.), necessary to continually assess the consequences of the emergency events/conditions, are identified and monitored.
- P/E11.3 The consequence assessment process is integrated with processes for categorizing an event as an emergency, determining the appropriate emergency class, protective action decision-making, and locating and recovering materials.
- P/E11.4 Provisions are made for requesting support from the DOE radiological emergency response assets [e.g., Aerial Measuring System (AMS) or the National Atmospheric Release Advisory Center (NARAC)] to assist in accident and consequence assessments as well as to estimate the integrated impact of a hazardous materials release to onsite and offsite populations.
- P/E11.5 Natural phenomena (e.g., tornados, floods, severe wind, ice, or snow), which may result in or exacerbate an emergency condition at the facility, operation, and/or activity, are monitored.
- P/E11.6 A formal document control system is implemented during an emergency to record, sequence, validate, and track the flow and chronology of information.

Consequence Calculations

- P/E11.7 The tools used in consequence assessment, such as system hardware and software for meteorological monitoring and dose modeling, etc., are available, reliable, calibrated, and consistent with DOE and industry standards.
- P/E11.8 The type of hazard and source term for the release of a hazardous material is successfully determined either with available and reliable facility system parameters and effluent monitors or with data that is not normally monitored and measured.

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- a. Data for source term estimates is available from reliable sources (e.g., stack or process flow rates, concentrations, tank volumes, and containment or process building leak rates).
 - b. The methodology for determining the type of hazard and source term is compatible with instrumentation/monitor values (e.g., engineering units, range, conversion factors) .
 - c. The instruments used for detection of chemical releases to the atmosphere have sufficient range to accurately determine the concentration of the released chemical(s) in air versus the ERPGs.
 - d. Indicators that are not continually monitored (e.g., chemical analyses of fluids, contamination levels, etc.,) are sampled to identify the particular indicators to be continually monitored to assess the consequences of potential events, in addition to occurring events, by identifying trends, relationships, etc., that would indicate degrading conditions.
- P/E11.9 Adequate meteorological information is obtained for use in transport and dispersion calculations to project the consequences of the hazardous material release to the environment, onsite and offsite.
- P/E11.10 Onsite and offsite receptors of interest are identified quickly and are readily available to emergency managers (e.g., receptor locations at the facility and site boundaries, to or beyond the EPZ boundary, and populations with special needs.)
- P/E11.11 The consequence estimates for actual or potential releases of hazardous materials:
- a. Are made in a timely manner, efficiently, and accurately (i.e., consistent with the accuracy of the input data);
 - b. Account for releases from ground level and elevated release points, or monitored and unmonitored pathways; make use of post accident analysis results and field monitoring team data, as appropriate;
 - c. Include calculations of radioactive dose or toxic chemical exposure for the external, inhalation, and ingestion pathways, as appropriate;
 - d. Are provided for receptor locations at the facility and site boundaries, to or beyond the EPZ boundary, and for populations with special needs; and
 - e. Use appropriate facility-specific Protective Action Criteria (PAC) which are identified and readily available to consequence assessment teams for estimating health effects at a specified distance from the event.

Field Measurements

- P/E11.12 Field teams receive initial, conservative estimates of projected consequences in a timely manner prior to being dispatched for sampling, monitoring, and plume tracking activities.
- P/E11.13 Field sampling and monitoring activities are used to verify, update, and refine the source term and projected consequences through coordination with those responsible for consequence estimates.
- P/E11.14 Field teams (i.e., radiological and non-radiological field teams) successfully accomplish field monitoring and plume tracking within and beyond the EPZ, and, similarly, verify the absence of consequences in specific areas.
- P/E11.15 As available, data from environmental monitoring programs is used to support consequence assessment, including data from installed air monitors, area radiation monitors, and in-plant surveys.

Coordination

- P/E11.16 Effective coordination is established with Federal, Tribal, state, and local organizations to estimate the impact of the release on the public and the environment, locate and track

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hazardous materials released, and locate and recover materials, especially those with national security implications.

P/E11.17 Field monitoring and data collection by facility and site teams, State and local teams and Federal teams is coordinated to facilitate exchanges and correlation of information.

P/E11.18 Assessments and analyses are clearly communicated to offsite emergency management decision-makers.

- a. Engineering units used in facility/site consequence assessment are understood and compatible with the units used by offsite emergency response authorities.
- b. Differences in modeling methods are well understood by onsite and offsite emergency response personnel.

Evaluation Criteria - PROGRAMMATIC Functions

P11.19 A formal Quality Assurance Program is implemented and maintained for control of the tools used in consequence assessment, such as the meteorological monitoring system hardware and software, and dose modeling hardware and software.

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D-R-A-F-T**G12. PROTECTIVE ACTIONS AND REENTRY***Performance Goal*

Protective actions are promptly and effectively implemented or recommended for implementation, as needed, to minimize the consequences of emergencies and to protect the health and safety of workers and the public. Protective actions that can be implemented individually, or in combination, to reduce exposures from a wide range of hazardous material types, include evacuation, sheltering, decontamination of people, medical care, ad hoc respiratory protection, control of access, shielding, radio protective prophylaxis (e.g. administration of stable iodine, chelating agents, or diuretics), control of foodstuffs and water, relocation, decontamination of land and equipment, and changes in livestock and agricultural practices. Protective actions are reassessed throughout an emergency and modified as conditions change. Reentry activities are planned, coordinated, and accomplished properly and safely.

*Evaluation Criteria***Protective Action Decision-Making**

- P/E12.1 Applicable Protective Action Guides (PAGs) and Emergency Response Planning Guidelines (ERPGs) are used in protective action (e.g., sheltering, evacuation) decision-making for the actual or potential release of hazardous materials to the environment. If ERPGs are not available for the hazardous material, appropriate substitutes, prepared in accordance with DOE-approved guidance, are used.
- P/E12.2 All emergency response activities, including search and rescue, incident mitigation activities, field monitoring, and reentry are planned and controlled.
- P/E12.3 Protective actions reflect a conservative assessment of the level of health effect and extent of potentially affected/impacted area and populations.
- P/E12.4 The notification and implementation of onsite Protective Actions (PAs) and notification of offsite Protective Action Recommendations (PARs) are made in a timely, efficient, and unambiguous manner, confirmed and monitored by the Emergency Response Organization (ERO).
- P/E12.5 Initial default onsite Protective Actions (PAs) and offsite Protective Action Recommendations (PARs) are linked to facility-specific emergency event classification criteria [i.e., Emergency Action Levels (EALs)]
- P/E12.6 Modifications to initial protective actions are developed and implemented based on updated and refined data generated from the continuous consequence assessment process.
- P/E12.7 Other possible protective actions for onsite and offsite populations, such as thyroid blocking agent, chemical neutralizing agents, water and food intervention levels, transportation route access controls, and impromptu respiratory protection are considered by decision-makers.
- P/E12.8 Onsite protective action decision-making is coordinated with site organizations such as security and safety.
- a. Security and law enforcement measures implemented during a physical attack that impact worker and responder access and egress (e.g., lockdown) are coordinated with emergency management and site security.
 - b. The identification of necessary Personal Protection Equipment (PPE) is coordinated with emergency management and safety professionals, including industrial safety, industrial hygiene, health physics, and fire protection engineering.

Onsite - Protective Actions (PAs)**D-R-A-F-T**

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- P/E12.9 Plans are followed for the timely evacuation and/or sheltering of onsite personnel, along with provisions to account for employees after emergency evacuation has been completed.
- P/E12.10 Emergency evacuations for site personnel:
- a. Evacuation route selection and logistical details are implemented promptly and efficiently;
 - b. Multiple evacuation egress routes provide options based upon release type and wind direction;
 - c. Evacuation routes avoid hazards, are familiar to site personnel, and are coordinated with offsite authorities;
 - d. The reception/relocation center is sufficient to accommodate the expected number of personnel; and
 - e. Adequate personnel are assigned to control evacuees and are kept aware of changes in onsite protective action modifications.
- P/E12.11 Accountability in emergency evacuations for site personnel:
- a. Trained and assigned individuals assume and carry out responsibilities for building or facility accountability in the event of personnel evacuation;
 - b. Initial accounting for all evacuated personnel is completed in a timely manner to support initial search and rescue activities; and
 - c. Accountability is continued to support ongoing search and rescue activities following an emergency evacuation.
- P/E12.12 Provision are implemented to protect workers involved in response and cleanup. This includes measures to ensure that security, fire, medical, and other response personnel are protected from exposure to hazards during the course of their movements while supporting response.
- P/E12.13 Habitability of onsite facilities, including emergency facilities, is periodically determined using dosimetry and survey instruments, and relocation/evacuation measures are taken, if necessary.
- P/E12.14 Actions that may be taken to increase the effectiveness of protective actions (i.e., heating, ventilation, and air conditioning (HVAC) shutdown during sheltering) are implemented in a timely and efficient manner.
- P/E12.15 Access to and egress from actual or potentially contaminated areas, or the site, is monitored and controlled.
- a. People, vehicles, and equipment are effectively monitored before leaving contaminated areas and the site, if possible; or, upon arrival at designated decontamination, relocation, or assembly areas.
 - b. Sufficient staffing and equipment are available to activate designated monitoring locations.
- P/E12.16 Emergency facilities, equipment, personnel, and implemented methods and criteria provide effective decontamination of personnel and equipment for various levels and types of contamination (e.g., skin contamination).

Offsite - Protective Action Recommendations (PARs)

- P/E12.17 Timely recommendations are made to appropriate Tribal, state, or local authorities of protective actions, such as sheltering, evacuation, relocation, and food control.
- P/E12.18 Candidate PARs are coordinated with offsite authorities and well-defined geographic areas for sheltering and evacuation, special needs areas or special populations, and evacuation routes are readily available.
- P/E12.19 Ingestion pathway PARs are formulated when appropriate and communicated to offsite authorities.

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D-R-A-F-T**Reentry Activities**

- P/E12.20 Reentry and approval of extended dose or exposure limits is within the authority and responsibility of the Emergency Director.
- P/E12.21 Reentry activities are performed safely and efficiently, with specific team composition (e.g., minimum of one medically trained member) and equipment that accomplishes the mission.
- P/E12.22 Reentry planning addresses the following: conduct of operations during reentry; range of hazardous materials which may be encountered; hazard control procedures; type and nature of potential safety failures; guidelines for prioritization of reentry activities; team selection, personnel safety, job planning, communications during reentry; record keeping; and provisions for backup to every reentry.
- P/E12.23 Exposure criteria are established and available for each type of reentry activity, including search and rescue, and repair. 10 CFR 835, Subpart N limits are observed for radiological events, such as lifesaving, protection of health and property, and recovery of deceased. Volunteers are used for high risk situations.
- P/E12.24 Responders involved in reentry receive pre- and post-reentry hazards/safety briefings consistent with Federal, Tribal, State, and local laws and regulations..

Record Keeping

- P/E12.25 Records of personnel exposures to hazardous materials (radiological and non-radiological) are effectively controlled, monitored, and maintained.
- P/E12.26 Names of individuals surveyed, together with the extent of any contamination found, the instruments used and the methods employed, and results of any decontamination efforts are recorded.
- P/E12.27 Contaminated individuals are scheduled for follow-up actions (e.g., subsequent whole body counts and/or bio-assays).

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D-R-A-F-T**G13. EMERGENCY MEDICAL SUPPORT***Performance Goal*

Medical support is provided for injured workers contaminated by hazardous materials. Arrangements with offsite medical facilities to transport, accept, and treat contaminated, injured personnel are established and documented.

*Evaluation Criteria - RESPONSE Functions***General**

- P/E13.1 Provisions for response to emergency medical situations and medical treatment of injured personnel are implemented.
- P/E13.2 Onsite personnel who respond to a medical emergency show proficiency in first aid or emergency medical treatment comparable with those of any offsite teams employed and equally adequately equipped.
- P/E13.3 Employee medical records and treatment history are readily available and accessed as needed.
- P/E13.4 Onsite and offsite coordination:
- a. Treatment protocols are coordinated among onsite and offsite mutual aid response units;
 - b. Offsite and onsite medical support services and capabilities are effectively integrated;
 - c. Standing Orders/Protocols ensure that patients are transported to the receiving facility best equipped to provide the appropriate level of care for the patient's condition; and
 - d. Onsite and offsite medical communications systems are compatible and effective.
- P/E13.5 Ambulance crews initiate communications with receiving medical facilities while en route.
- P/E13.6 Security clearance issues do not impede medical treatment or transport of injured personnel.

Contaminated Injured

- P/E13.7 Appropriate recognition and emphasis is focused on medical treatment versus radioactive or chemical contamination for contaminated/injured personnel, and proper and effective decisions are made.
- P/E13.8 Onsite and offsite medical facilities are outfitted and staffed to utilize specialized equipment and supplies specific to onsite hazards;
- P/E13.9 Immediate, effective onsite first aid and emergency medical treatment is provided for injured workers, including those with hazardous material contamination:
- a. Onsite radiation protection and industrial hygiene personnel are properly equipped to assist medical and EMT staff in performing patient survey, decontamination, contamination and exposure control, urine and fecal analysis, and in-vivo counting methods.
 - b. Proper contamination control procedures are implemented in handling injured and contaminated personnel; and
 - c. Decontamination facilities are available and adequately equipped.
- P/E13.10 Personnel, vehicles, facilities, and equipment are adequate for treating and transporting injured, contaminated, or exposed individuals in a safe and effective manner.

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- a. The proper, required equipment is used by both onsite and offsite medical and emergency medical technician personnel for assessing patient conditions, including, personnel protective equipment (PPE) and medical service protective clothing;
- b. Exposure and contamination information is sent with victims, and expert technical support is provided to the receiving hospital(s); and
- c. The site takes responsibility for removal of contaminated material in offsite medical facilities or vehicles.

P/E13.11 Additional medical assistance and treatment procedures, and associated points of contacts, are accessed, as necessary, including: search and rescue resources, Radiological Emergency Assistance Center/Training Site (REAC/TS) assistance, Public Health Service coordination, long-term longitudinal health testing, chelation, handling contaminated remains, and other sophisticated medical procedures.

Evaluation Criteria - PROGRAMMATIC Functions

- P13.12 Arrangements with offsite medical facilities to transport, accept, and treat contaminated, injured personnel are established, documented, and periodically reviewed.
- P13.13 Onsite and offsite medical personnel are offered information and training on facility-specific hazardous materials and offered opportunities for participation in drills and exercises in advance of emergencies.

D-R-A-F-T**G14. EMERGENCY PUBLIC INFORMATION***Performance Goal*

Accurate, candid, and timely information is provided to workers, the news media, and the public during an emergency to establish facts and avoid speculation. Emergency public information efforts are coordinated with State, Tribal, and local governments, and are part of Federal emergency response plans as appropriate. Workers and the public are informed of emergency plans and planned protective actions before emergencies.

*Evaluation Criteria - RESPONSE Functions***Organization/Functions/Process**

- P/E14.1 The emergency public information program:
- a. Contains provisions to inform workers and the public of facility hazards, emergency plans, protective actions, and emergency response activities during an emergency; and
 - b. Is integrated with facility emergency management program plans and procedures.
- P/E14.2 Functions and staff of the emergency public information organization:
- a. Functions represented include information collection, coordination, production, dissemination, and monitoring and analysis of media coverage and public concerns and information needs;
 - b. Functions are staffed, consistent with the nature, severity, duration, and public and media perception of the event or condition;
 - c. Trained spokespersons provide support in media interface; and
 - d. A news writer and other trained personnel provide support in media services, public inquiry, media inquiry, management and administrative services, and media monitoring.
- P/E14.3 Information distributed to workers, site personnel, and the public regarding the emergency is:
- a. Accurate, candid, and understandable;
 - b. Current and timely;
 - c. Provided to ensure the health and safety of workers and the public;
 - d. Provided to establish facts, and avoid rumors and speculation;
 - e. Responsive to public concern and information needs; and
 - f. Consistent with the requirements of the Freedom of Information Act and the Privacy Act.
- P/E14.4 Emergency public information staff are proactive in obtaining emergency information from the command center.
- P/E14.5 Rumors and misinformation are detected, controlled, and corrected; accurate information disclaiming rumors and correcting misinformation is incorporated in media briefings and press releases as necessary.
- P/E14.6 Emergency response and protective actions required for the health and safety of workers and the public are adequately explained with unclassified information.
- P/E14.7 Authority for approving release of emergency information to the media and public is vested in a single individual, or designee, and the appropriate DOE official.
- P/E14.8 Communications with the media and public are timely and responsive to public concerns.
- a. Information released to the public through the news media regarding the

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- emergency is accurate and relevant.
- b. An initial press statement is released as soon as possible, but within one hour of the event.
 - c. The frequency and content of news conferences are consistent with information needs of the public and media.
 - d. Press briefings are held with regular frequency and whenever new or breaking information is available concerning emergency conditions, protective actions, or response.
 - e. Technical briefers are utilized and are knowledgeable and effective in communicating with the news media.
- P/E14.9 News releases or public statements that contain information that may present a security risk are reviewed by an authorized Derivative Classifier.
- P/E14.10 Provisions are in place for an information center to be established and to operate as the single source of information during an emergency.

Joint Information Center

- P/E14.11 The Joint Information Center (JIC) is established, directed, and coordinated by a senior DOE or NNSA public affairs manager or alternate.
- P/E14.12 The designated Joint Information Center (JIC):
- a. Is available, equipped, maintained and controlled to accommodate members of the news media, DOE, contractor, and offsite agency representatives, and to facilitate the preparation and coordination of emergency information release to the public through the news media.
 - b. Provides adequate space, equipment, communications lines, security provisions, and information resources to accommodate personnel (both media and staff) and to accomplish required functions.
 - c. Staff includes trained spokespersons with technical expertise related to the emergency.
 - d. Supports response to public inquiries in a timely manner.
 - e. Has provisions are in place to detect, correct, and control rumors and misinformation.
- P/E14.13 An alternate JIC is available in the event that the primary JIC becomes uninhabitable.
- P/E14.14 JIC access control is adequate and there is a means to readily identify media representatives and staff.
- P/E14.15 Prepared relevant information concerning affected facilities, emergency plans, hazards, and logistics is provided to news media in the JIC.
- P/E14.16 Appropriate visual aids are available and utilized for briefing news media regarding events, impacted areas, consequences and protective actions.

Offsite Coordination

- P/E14.17 The management team and outside agency representatives effectively, openly, and readily share and coordinate information.
- P/E14.18 Public information functions and efforts during the emergency are coordinated with DOE Headquarters, other Federal agencies, and Tribal, State, and local government organizations and are a part of Federal emergency response plans, as appropriate.
- P/E14.19 Information (written and verbal) which is to be released to the news media is coordinated with DOE, and other Federal, state, tribal and local response organizations, as appropriate.
- P/E14.20 The DOE Headquarters is notified of all contractor emergency public information actions. These notifications are made as soon as possible, but are not required prior to issuing the initial news release. All statements are coordinated with DOE Headquarters

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- thereafter.
- P14.21 A public information officer is assigned to a response team deployed offsite to provide mutual aid to a significant response.

Evaluation Criteria - PROGRAMMATIC Functions

- P14.22 Prior to emergencies, workers and site personnel are informed of emergency response plans, response capabilities, and planned protective actions.
- P14.23 Continuing education is provided to the area news media for the purpose of acquainting the media with the facility, management personnel, facility hazards, emergency plans, and points of contact.
- P14.24 In coordination with state and local governments, information is disseminated periodically to the public regarding facility hazards, how they will be alerted and notified of an emergency, what their actions should be in the event of an emergency, and points of contact for additional information.
- P14.25 Internal and external organizational relationships for emergency public information are documented and maintained in the public information program.
- P14.26 A list of 24-hour media points of contact are available and maintained current.

D-R-A-F-T**G15. TERMINATION AND RECOVERY***Performance Goal*

An Operational Emergency is terminated only after a predetermined set of criteria is met and termination is coordinated with offsite agencies. Recovery from a terminated Operational Emergency involves communication and coordination with State, Tribal, local, and other Federal agencies; planning, management, and organization of the associated recovery activities; and ensuring the health and safety of workers and the public.

*Evaluation Criteria***Termination**

- P/E15.1 Prior to terminating the emergency response, the site Emergency Response Organization (ERO) establishes the recovery organization and determines the resources needed to begin recovery operations.
- P/E15.2 The decision to terminate emergency response for an Operational Emergency is made by the site ERO with the concurrence of all principle participating response organizations (i.e., State, local, Tribal, DOE Headquarters, other participating Federal agencies).
- a. Internal and external communications which are associated with termination are performed.
- P/E15.3 An approved, predetermined set of criteria for terminating an Operational Emergency [e.g., an airborne release of (or loss of control over) hazardous material] are met. Selected termination criteria may be included among the following:
- recovery plan is developed;
 - recovery staff is identified;
 - event scene/facility is in stable condition;
 - event scene/facility is isolated and can be preserved;
 - resources are available to begin recovery activities;
 - all releases of hazardous materials are ended or below level of regulatory concern;
 - accountability of all personnel is complete;
 - contaminated areas are identified, isolated and secured;
 - all injured and contaminated personnel have been treated and transported;
 - notification of next-of-kin of victims;
 - protective actions have been adjusted according to extended conditions;
 - recovery manager and staff have been fully briefed by the Emergency Director; and
 - notifications are made to DOE, other Federal, state, and local response organizations.

Recovery

- P/E15.4 The beginning of the recovery phase is marked by the termination decision and subsequent notifications that an event no longer constitutes an Operational Emergency.
- P/E15.5 The recovery plan to return the affected facility/area to normal operations following the termination of the Operational Emergency is developed by the recovery organization, and depends on (i.e., is commensurate with) the severity and nature of the emergency event or condition.
- P/E15.6 The plan, and recovery organization, address the following areas, as needed:
- dissemination of information to Federal, Tribal, State, and local organizations

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- regarding the emergency and possible relaxation of protective actions;
- notifications associated with termination;
 - accident assessment and investigation;
 - recovery planning and scheduling;
 - repair and restoration;
 - planning for clean-up and decontamination;
 - waste management;
 - regulatory (e.g., environmental) compliance;
 - security;
 - crime scene investigation;
 - communication and notifications;
 - development and approval of recovery procedures;
 - replenish, repair or replace emergency equipment or consumables;
 - health and safety (e.g., medical follow-up planning);
 - reporting requirements; and
 - criteria for the resumption of normal operations.
- P/E15.7 Accident assessment and investigation are performed, consistent with event severity. Examples include: root cause analysis, accident reporting, collection of event documentation, assessment of facility condition, and assessment of contamination effects, if relevant.
- P/E15.8 Recovery activities are coordinated with Federal, Tribal, State, local and other agencies, are in compliance with their requirements.

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