

SELF-ASSESSMENT CHECKLIST

HAZARDS SURVEY

The Hazards Survey is an examination of the features and characteristics of the facility or activity that identifies the generic 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 emergency management program needs which are different from those addressed by the Hazards Assessment. Therefore, each facility/site should be included in a Hazards Survey regardless of the need for a Hazards Assessment. 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.

Most of the material necessary to generate a Hazards Survey has probably already been developed in the course of meeting other DOE and Federal agency requirements related to facility safety, occupational safety, environmental and effluent controls, and hazardous materials management. Defining existing documents or analyses as the Hazards Survey Document does not satisfy the intent of DOE Order 151.1A. Information, such as facility descriptions or materials inventories, may be incorporated by reference; hazardous material inventory information need only be documented to the extent necessary to determine whether further assessment and planning are required. The Hazards Survey Document should be a distinct document and should contain, or incorporate by reference, the information specified in the checklist.

It is expected that DOE facilities already meet most Base Program planning requirements through building fire preplans, building evacuation plans, building warden systems, employee emergency notification systems, onsite medical and security plans, and mutual aid agreements with offsite organizations.

The checklist on the following pages is to aid Emergency Managers in performing a self-assessment of Hazards Surveys to determine if all of the requirements of DOE Order 151.1A have been met. For more detailed guidance, refer to Volume II of the Emergency Management Guide, DOE Guide 151.1-1.

<p style="text-align: center;">Review Criteria for Hazards Survey for Facility/Facilities _____</p>	Yes	No	Not Applicable
<p>1. IDENTIFICATION AND DESCRIPTION OF THE FACILITY AND OPERATIONS</p> <p>The Hazards Survey (HS) should combine as many facilities as possible that are subject to the same types of hazards. For sites having facilities that require development of quantitative hazards assessment, the remaining facilities may be covered in one hazards survey. Each facility or activity covered by the HS should be identified and a brief description of the operations provided. At a minimum, does the HS include sufficient information to provide a general understanding of the facility by addressing each of the areas below:</p>			
<p>a. A general characterization of the facility and its operations (e.g., office building, laboratory, warehouse)?</p>			
<p>b. The normal occupancy, including the number of people in other than ground floor work locations?</p>			
<p>c. Whether classified material is used or stored in the facility?</p>			
<p>d. Any special designations, such as nuclear facility; radiological facility; hazardous waste site; Treatment, Storage, or Disposal (TSD) facility; etc.</p>			
<p>e. Whether hazardous materials (other than standard office products and cleaning supplies) are used or stored in the facility?</p>			
<p>f. If hazardous materials were identified, was a preliminary screening performed to determine the need for a quantitative Hazards Assessment (HA)?</p>			
<p>Comments: (A brief explanation should be provided for any "NO" response.)</p>			
<p>2. IDENTIFICATION OF GENERIC EMERGENCY CONDITIONS</p> <p>Emergency conditions that may occur at each facility for which some level of planning and preparedness may be required should be identified and documented. Hazardous materials below the screening thresholds or not specifically addressed as part of the hazardous materials program should be considered when identifying general emergency conditions. As a minimum, were the following generic emergency conditions considered:</p>			

a. Structure fires?			
Review Criteria for Hazards Survey for Facility/Facilities _____	Yes	No	Not Applicable
b. Natural phenomena impacts, such as:			
(1) wind?			
(2) flood?			
(3) earthquake?			
(4) wildfire?			
c. Environmental releases of oil or other pollutants that degrade the environment?			
d. Hazardous material releases?			
e. Malevolent acts, such as:			
(1) hostage-taking?			
(2) sabotage?			
(3) armed assault?			
f. Facility damage with possible compromise of classified material?			
g. Workplace accidents/mass casualty events, such as:			
(1) explosions?			
(2) release of toxic fumes?			
(3) high energy system failures?			
h. Hazards external to the facility/site (e.g., hazardous materials in nearby facilities, transportation accidents, accidents involving utilities?)			
(1) hazardous materials in nearby facilities?			
(2) transportation accidents?			
(3) accidents involving utilities?			
i. Accidental criticality?			
j. Were site/facility-specific conditions considered that associate generic emergency events/conditions with specific sites/facilities, such as:			
(1) Onsite and nearby offsite hazardous materials facilities?			

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(2) Nearby non-DOE off-site hazardous materials transport routes?			
(3) Upstream dams?			
Review Criteria for Hazards Survey for Facility/Facilities _____	Yes	No	Not Applicable
(4) Accidental criticality?			
(5) Onsite and offsite environmentally sensitive areas?			
(6) High energy systems?			
(7) Construction or destruction activities?			
(8) Exposure to extreme natural phenomena events?			
(9) Onsite/offsite DOE transport of hazardous materials?			
Comments: (A brief explanation should be provided for any "NO" response.) <div style="text-align: center; font-size: 2em; opacity: 0.5;">DRAFT</div>			
3. QUALITATIVE DESCRIPTION OF POTENTIAL IMPACTS Was the impact on the following areas qualitatively identified and described in the HS for each potential emergency condition:			
a. Health and safety of workers?			
b. Health and safety of the public?			
c. Environment?			
d. National security?			
Comments: (A brief explanation should be provided for any "NO" response.)			
4. IDENTIFICATION OF APPLICABLE PLANNING AND PREPAREDNESS REQUIREMENTS			

<p>a. Are planning and preparedness requirements, such as those listed below, that apply to the site/facility and constitute the Base Program, summarized in the HS:</p>			
<p>(1) DOE Orders (excluding DOE Order 151.1A)?</p>			
<p>(2) Other Federal regulations?</p>			
<p style="text-align: center;">Review Criteria for Hazards Survey for Facility/Facilities _____</p>	Yes	No	Not Applicable
<p>(3) State regulations?</p>			
<p>(4) Local regulations?</p>			
<p>b. Are DOE facilities/sites designated in the HS as requiring a formal, quantitative HA if they contain hazardous materials in quantities greater than the specified screening thresholds?</p>			
<p>c. Are HSs periodically reviewed and updated to incorporate relevant changes in site/facility conditions and hazards at intervals not to exceed three years?</p>			
<p>d. Are existing plans, such as those listed below, detailing compliance with Federal, State, and local standards, incorporated directly into the Operational Emergency Base Program or invoked by reference:</p>			
<p>(1) Catastrophic earthquake plans?</p>			
<p>(2) Mass casualty plans?</p>			
<p>Comments: (A brief explanation should be provided for any "NO" response.)</p>			