

Office of Environmental Management – Grand Junction



Moab UMTRA Project
Emergency/Incident Response Plan

Revision 15

October 2016



U.S. Department
of Energy

Office of Environmental Management

**Moab UMTRA Project
Emergency/Incident Response Plan**

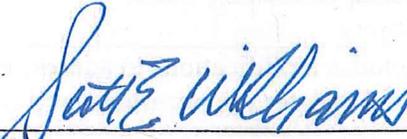
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Review and Approval



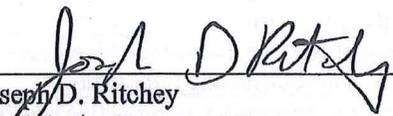
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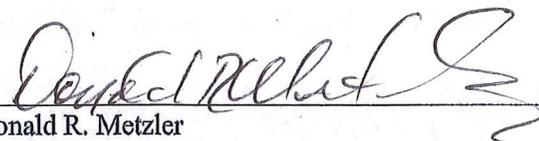


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Revision History

Revision	Date	Reason for Revision
0	September 2007	Initial issue.
1	May 2008	Revision 1 includes modifications that align the Plan with the 2008 <i>Moab UMTRA Project Flood Mitigation Plan</i> (DOE-EM/GJ1640). Revision 1 of the Emergency Response Plan supersedes the initial issue in its entirety.
2	November 2008	Revision 2 includes modifications to address transportation emergencies and updates organizational and contact changes.
3	March 2009	Revision 3 includes modifications to address comments received by external stakeholders.
4	November 2009	Revision 4 identifies site safety kit components at the work locations and special requirements at the Crescent Junction site. Deletes Deputy Project Manager from RAC organizational responsibilities.
5	September 2011	Revision 5 includes modifications to align Plan with NIMS and identifies additional areas for emergency response.
6	August 2012	Revision 6 includes new RAC contract number and new titles in Sections 2.0, 3.0, and 4.0. Clarifications and updates were also made in Purpose (Section 1.1), Roles and Responsibilities (Sections 2.1.7, 2.1.17, 2.2.5, and 2.2.6), Training (Section 3.3), Emergency Actions (Sections 4.0, 4.2, and 4.2.3), Millsite Riverside Trail Emergencies (Section 4.2.14), Operational Emergencies (Sections 4.3 and 4.3.1), Event Notification and Reporting (Section 5.0), Corrective Actions and Causal Analysis (Section 6.2), and Lessons Learned (Section 6.3).
7	September 2012	Revision 7 updates include deletion of Table 1 and replacement with expanded copy in Section 4.1.
8	July 2013	Revision includes insertion of contractor transition bluesheet comments, training matrix, and streamlining information.
9	September 2014	Revision 9 includes changes to Section 2.1.10 providing clarification relative to security guard duty hours and schedule.
10	January 2015	Revisions include update to Table 1 in Section 3.3 and addition of Appendix B, Emergency Public Information Plan.
11	March 2015	Revision includes new text hillside slippage in Section 4.2.12 and in Attachment 1.
12	May 2015	Revision includes update to Evacuation Assembly Area location in Appendix A.
13	April 2016	Revision includes new text to cover requirements in the Health Insurance Portability and Accountability Act of 1996
14	June 2016	Revision includes clarification of use of railbench egress road near the uphill road curve in the event of a critical alarm or actual rockfall.
15	October 2016	Revision includes full implementation of 29 CFR 1910.120 HAZWOPER language and requirements, update to Project Emergency/Incident Response Training Matrix, and new EMCBC notification requirements.

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- Attachment 3. Incident Report Form 1743
- Attachment 4. Emergency Notification Form
- Attachment 5. Emergency Status Update Report

Acronyms and Abbreviations

AED	automated external defibrillator
CA	Contamination Area
CFR	Code of Federal Regulations
CPR	cardiopulmonary resuscitation
DOE	U.S. Department of Energy
DOE O	DOE Order
EMCBC	Environmental Management Consolidated Business Center
EMR	Emergency Medical Responder
EMS	Emergency Medical Services
EIRP	Emergency/Incident Response Plan
EOC	Emergency Operations Center
ERO	emergency response organization
ESH&Q	Environmental, Safety, Health, and Quality
ESH&QA	Environmental, Safety, Health, and Quality Assurance
FPD	Federal Project Director
GCEMS	Grand County Emergency Medical Services
H&S	Health and Safety
HAZMAT	hazardous materials
HAZWOPER	Hazardous Waste Operations and Emergency Response
HIPPA	Health Insurance Portability and Accountability Act
LEPC	Local Emergency Planning Committee
NIMS	National Incident Management System
NNSA	National Nuclear Security Administration
PPE	personal protective equipment
RAC	Remedial Action Contract or Contractor
RCT	Radiological Control Technician
RRM	residual radioactive material
SH&Q	Safety, Health, and Quality
SR 279	State Route 279
TAC	Technical Assistance Contract or Contractor
UMTRA	Uranium Mill Tailings Remedial Action
UP	Union Pacific Railroad Company
US 191	U.S. Highway 191
USC	U.S. Code

1.0 Introduction

1.1 Purpose

This Emergency/Incident Response Plan (EIRP) is intended to minimize adverse impacts on the safety and health of the public and U.S. Department of Energy (DOE), Technical Assistance Contractor (TAC), Remedial Action Contractor (RAC), and subcontractor personnel from an emergency, incident, or unusual occurrence during performance of work on the Moab Uranium Mill Tailings Remedial Action (UMTRA) Project. This EIRP outlines the roles and responsibilities of key personnel and the actions to be taken in the event of an emergency. The TAC and RAC are jointly referred to as the contractors.

This EIRP implements Occupational Safety and Health Administration medical services and first aid requirements of Title 29 Code of Federal Regulations Section 1910, Subpart K, (29 CFR 1910K), “Occupational Safety and Health Standards, Medical and First Aid;” 29 CFR 1910.120, “Hazardous Materials, Hazardous waste operations and emergency response” (HAZWOPER); and the requirements of DOE Order (O) 151.1D, “Comprehensive Emergency Management System,” which establishes policy and assigns roles and responsibilities for the DOE Emergency Management System.

The Moab UMTRA Project identified Project personnel (listed in Section 2.1) who would be utilized in the event of a major emergency response. Selected individuals have been trained to the National Incident Management System (NIMS) program requirements in an effort to better coordinate Project emergency response resources with local response agencies.

The Moab Valley Fire Department, managed by the Grand County Emergency Operation Center Director, who is also the designated Department of Homeland Security point-of-contact and head of the Local Emergency Planning Committee (LEPC), is actively involved in drills and emergency response events at the Moab and Crescent Junction sites. Additionally, Project personnel meet regularly with the LEPC and members of the Grand County Emergency Management System and Moab Regional Hospital to exchange information and ideas to better prepare for a significant emergency response event.

1.2 Project Background

The Moab site is a former uranium ore-processing facility located about 3 miles northwest of the city of Moab in Grand County, Utah. The site encompasses 480 acres, of which approximately 130 acres are covered by a mill tailings pile. The selected cleanup remedy involves relocating the tailings and other contaminated materials, known as residual radioactive material (RRM), from the Moab site to a permanent repository located 30 miles north in Crescent Junction, Utah.

The Moab site is bordered on the north and southwest by steep sandstone cliffs. The Colorado River forms the southeastern boundary of the site. U.S. Highway 191 (US 191) parallels the northern site boundary, and State Route 279 (SR 279) crosses the western portion of the site. Arches National Park is located north of the site across US 191.

The Union Pacific Railroad Company (UP) traverses a small section of the site, just west of SR 279, before entering a tunnel that emerges several miles to the southeast. The Moab Wash runs in a southeasterly direction through the center of the site and joins with the Colorado River. The wash is an ephemeral stream that flows only when there is a precipitation event.

The Crescent Junction site is located northeast of the junction of Interstate 70 and US 191 between Crescent Junction and Thompson Springs, Utah. Five hundred acres at the Crescent Junction site were permanently transferred to DOE from the U.S. Department of Interior for the disposal cell. An additional 1,800 acres are in temporary withdrawal to support construction.

1.3 Project Description

The Project involves relocating the uranium mill tailings and other contaminated material from the Moab site to a permanent disposal cell at the Crescent Junction site. The materials are being transported primarily by rail. The scope also includes active remediation of ground water at the Moab site. Project work locations may include: the Moab site; the Crescent Junction disposal site; vicinity properties (off-site properties in the vicinity of the Moab site that may contain process-related materials from the former millsite); the Grand Junction, Colorado, office; and off-site operations.

Activities conducted at the Moab site include:

- Excavation and preparation of mill tailings and other contaminated materials for transport to the Crescent Junction site.
- Operation of the ground water interim action system, including ground water extraction and freshwater injection. Implementation of surface water diversion is performed, as needed.
- Monitoring radioactive and non-radioactive materials in air, soil, ground water, and surface water.
- Site maintenance, including revegetation.
- Site security and access control.

Activities conducted at the Crescent Junction site include:

- Excavation of the disposal cell.
- Placement and compaction of uranium mill tailings and other contaminated materials from the Moab site and vicinity properties in the disposal cell.
- Placement of interim and final cover layers.
- Monitoring radioactive and non-radioactive materials in air, the presence of fluids in standpipes, and the presence of ground water in monitoring wells.
- Site maintenance, including revegetation.
- Site security and access control.

Activities conducted on vicinity properties include:

- Radiological assessments of properties to determine the presence of process-related wastes.
- Removal of radiologically contaminated materials and their transport to the Moab site or directly to the Crescent Junction disposal cell.

Administrative activities are performed at the Grand Junction office by DOE, RAC, and TAC personnel in support of the Project. Please refer to Appendix A for emergency procedures related to the Grand Junction office. Appendix B contains the Emergency Public Information Plan

Off-site activities include transportation of the contaminated materials between the Moab and Crescent Junction sites and operation and maintenance of the construction water and potable water systems supporting the Crescent Junction site.

Table 1 summarizes 2014 meteorological data for temperature, wind speed, and precipitation for the Moab site; these data are similar to the Crescent Junction site and demonstrate prevailing weather conditions for both sites.

Table 1. Meteorological Data Summary for the Moab Site for 2015

Month	Temperature (°F)		Wind Speed (mph)		Precipitation (inches)
	Max Temp	Min Temp	Avg	Peak Gust	
January	58.9	14.8	2.3	19.4	1.04
February	72.1	24.7	2.9	34.7	0.17
March	83.9	25.4	3.2	34.8	0.33
April	84.9	30.4	4.7	47.6	1.53
May	97.3	41.4	4.5	42.0	1.09
June	107.3	53.5	3.9	30.3	1.41
July	103.5	59.4	4.5	39.3	1.24
August	104.9	57.2	3.7	45.3	0.38
September	98.5	48.6	3.3	39.2	1.27
October	94.6	37.8	3.0	42.1	2.03
November	75.7	20.7	3.4	39.9	1.29
December	52.5	11.5	2.8	27.9	0.53
Total Adjusted with Manual Gauge					12.31
10-Year Average Precipitation					8.34

1.4 Scope

This EIRP is applicable to emergencies that may occur at or near the Moab or Crescent Junction sites or while transporting RRM between these sites or from vicinity properties to the disposal cell. This EIRP is intended for use by all site workers. This Plan complements the *Moab UMTRA Project Health and Safety Plan* (DOE-EM/GJ1038), which provides information on hazards and spill response. Appendix A to this document contains the EIRP for activities occurring at the Grand Junction office.

This EIRP includes the following attachments.

- Attachment 1. Emergency/Incident Action Instructions
- Attachment 2. Emergency Checklist Forms 1520 and 1521
- Attachment 3. Incident Report Form 1743
- Attachment 4. Emergency Notification Form
- Attachment 5. Emergency Status Update Report

2.0 Roles and Responsibilities

This section identifies the roles and responsibilities of Project personnel and off-site response organizations that are crucial to handling an emergency. Contact information for key personnel is listed in the *Moab UMTRA Project Emergency/Incident Response Key Personnel/Agencies and Contact Information (Emergency Contact List)* (DOE-EM/GJ1757). The latest revision of the *Emergency Contact List* resides online on the Moab UMTRA Project SharePoint website's Emergency Response information; it is also posted in key locations at all Moab UMTRA Project sites.

2.1 Key Project Personnel

Project personnel key to planning for, responding to, and reporting an emergency include DOE, RAC, and TAC staff who are identified along with a list of responsibilities in an emergency. If a key person is unavailable, his or her responsibilities will transfer to someone with equivalent training and authority.

The titles, "*Incident Commander*," "*Safety Officer*," and "*Liaison Officer*," are used parenthetically in this document to be consistent with NIMS titles. These titles are shown in italics throughout the document.

2.1.1 Federal Project Director (*Public Information Officer*)

Roles of the Federal Project Director (FPD) (*Public Information Officer*) include:

- Serving as the primary DOE spokesperson for the Project.
- Providing interface between DOE and the media.
- Notifying DOE headquarters, Environmental Management Consolidated Business Center (EMCBC), and other agency contacts, listed in the *Emergency Contact List*, of emergency conditions, classifications, and status, as required.

2.1.2 Deputy FPD

Roles of the Deputy FPD will be assigned or delegated by the FPD.

2.1.3 DOE Environmental, Safety, Health, and Quality Assurance Manager

Roles of the DOE Environmental, Safety, Health, and Quality Assurance (ESH&QA)

Manager include:

- Providing program management, technical oversight, and expertise in the fields of health, safety, and quality assurance.
- Reviewing contractor plans, incident reports, and lessons learned.

2.1.4 DOE Facility Representative

Roles of the DOE Facility Representative include:

- Providing oversight for contractor emergency planning.
- Serving as the on-scene emergency representative for DOE.
- Assisting the FPD as requested with making notifications.
- Keeping the FPD apprised of status of emergency.
- Categorizing emergencies according to criteria in the *Moab UMTRA Project Incident Reporting Procedure* (DOE-EM/GJ2136) and the *Moab UMTRA Project Occurrence Reporting Procedure* (DOE-EM/GJ2135).

2.1.5 RAC Project Manager

Roles of the RAC Project Manager include:

- Managing the RAC scope of work.
- Interfacing with Moab and Crescent Junction site organizations, contractor management, and DOE personnel.
- Obtaining required RAC resources through coordination with the RAC Emergency Response Director (*Incident Commander*).
- Coordinating with the TAC Senior Program Manager.

2.1.6 RAC Emergency Response Director (*Incident Commander*)

The Moab Operations/Site Manager and the Crescent Junction Operations/Site Manager act as the RAC Emergency Response Directors (*Incident Commanders*) during emergencies at their respective sites. Roles of the RAC Emergency Response Director (*Incident Commander*) include:

- Maintaining executive control of on-site emergency situations.
- Identifying, to the extent possible, all hazardous substances or conditions present during an emergency.
- Addressing, as appropriate, site analysis, use of engineering controls, maximum exposure limits, hazardous substance handling procedures, and use of any new technologies during an emergency.
- Implementing appropriate emergency operations and ensuring the personal protective equipment (PPE) worn is appropriate for the hazards to be encountered.
- Directing emergency response actions using personnel and resources to mitigate the consequences of the emergency.
- Limiting the number of emergency response personnel at the emergency site, in those areas of potential or actual exposure to incident or site hazards, to those who are actively performing emergency operations. However, operations in hazardous areas shall be performed using the buddy system in groups of two or more.
- Ensuring employees engaged in emergency response and exposed to hazardous substances presenting an inhalation hazard or potential inhalation hazard wear positive pressure self-contained breathing apparatus while engaged in emergency response
 - Determining through the results of the use of air monitoring that a decreased level of respiratory protection will not result in hazardous exposures to employees.
- Authorizing site-wide evacuations of personnel.
- Declaring and categorizing emergency events.
- Verifying personnel accountability.
- Maintaining RAC succession of authority.
- Notifying DOE Facility Representative for the respective site of emergencies.
- Protecting the health and safety of the public and site personnel.
- Designating a safety officer, who is knowledgeable in the operations being implemented at the emergency response site, with specific responsibility to identify and evaluate hazards and providing direction with respect to the safety of operations for the emergency at hand.
- Implementing appropriate decontamination procedures as needed after emergency operations have terminated.
- Conducting a post-emergency critique as soon as practicable following stabilization of the emergency condition.

2.1.7 RAC Emergency Response Coordinator (*Safety Officer*)

The respective Health and Safety (H&S) representatives assigned to the Moab and/or Crescent Junction sites serve as the RAC Emergency Response Coordinators. Roles of the RAC Emergency Response Coordinator (*Safety Officer*) include:

- Serving as the on-scene coordinator during the emergency and advising the RAC Emergency Response Director (*Incident Commander*) on the emergency condition or event.
- Assisting the RAC Emergency Response Director (*Incident Commander*) with on-scene emergency response actions.
- Identifying and evaluating hazards and providing direction with respect to the safety of operations for the emergency at hand.
- Altering, suspending, or terminating activities judged to be immediately dangerous to life and health and/or to involve an imminent danger condition and immediately informing the Emergency Response Director (*Incident Commander*) of any actions needed to be taken to correct these hazards at the emergency scene.
- Maintaining a current inventory of chemicals and hazardous substances, materials, or wastes on site, identifying storage locations, and communicating this information to off-site response organizations.
- Ensuring emergency response communication systems are available and operational and conducting annual tests of these systems.
- Assisting with the preparation of records for the emergency response events, including incident investigation reports (see Incident Report Form 1743 in Attachment 3), emergency response improvements, and other noteworthy practices.

2.1.8 RAC Health and Safety Manager (*Liaison Officer*)

Roles of the RAC H&S Manager (*Liaison Officer*) include the following:

- Managing and coordinating all health and safety activities for work at the Moab and Crescent Junction sites.
- Ensuring pertinent emergency information is adequately communicated to site personnel via training, briefings, and postings.

2.1.9 RAC Emergency Manager

Roles of the RAC Emergency Manager include:

- Planning and coordinating training, drills, and other emergency preparedness activities.
- Coordinating and assisting with providing training to off-site response organizations and considering off-site, emergency response organizations' (EROs') concerns.
- Coordinating emergency response planning with TAC Safety, Health, and Quality (SH&Q) Manager (*Liaison Officer*).
- Administering the *Moab UMTRA Project Emergency Readiness Assurance Plan* (DOE-EM/GJ2189) and the Emergency Management Program.
- Developing and maintaining this EIRP.
- Ensuring this EIRP is reviewed periodically and, as necessary, amended to keep it current with new or changing site conditions or information.
- Developing the Emergency Readiness Assurance Plan and annual updates.
- Developing and conducting emergency training and exercise programs.
- Coordinating assessment activities.
- Developing related documentation and coordinating emergency resources.
- Ensuring this plan is compatible and integrated with the disaster, fire and/or emergency response plans of local, state, and federal agencies.

2.1.10 RAC Radiological Control Manager

Roles of the RAC Radiological Control Manager include:

- Managing and coordinating Radiological Control Technicians (RCTs) supporting activities within the Contamination Area (CA) or involving suspected radiological contamination during an emergency.
- Providing support for radiological assessment and decontamination of affected property or of injured personnel.

2.1.11 RAC Environmental Compliance/Permits Manager

Roles of the RAC Environmental Compliance/Permits Manager include:

- Coordinating notifications regarding environmental aspects of emergencies.

2.1.12 RAC Security Guard

Roles of the RAC security guard include:

- Serving as the primary access control at the Moab and Crescent Junction sites' entrances.
- Assisting with traffic control during an incident and directing emergency personnel to the incident scene.
- During scheduled duty hours, notifying the appropriate RAC Assigned On-call Manager of emergency conditions that occur during non-working hours.

Security guards do not provide 24-hour coverage. Their schedule is based on site operations as determined through evaluation by senior Project management personnel and identified in the *Moab UMTRA Project Site Security Plan* (DOE-EM/GJ1532).

2.1.13 RAC Assigned On-call Manager

The RAC Assigned On-call Manager or designee leads the response for emergencies during non-working hours.

Roles of the RAC Assigned On-call Manager or their designee include:

- Serving as or designating the RAC Emergency Response Coordinator (*Safety Officer*) and/or RAC Emergency Response Director (*Incident Commander*) during emergencies that occur during non-working hours until assigned key personnel are available.

2.1.14 TAC Senior Program Manager

Roles of the TAC Senior Program Manager include:

- Managing the TAC scope of work.
- Obtaining required TAC resources through coordination with the RAC Emergency Response Director (*Incident Commander*).
- Coordinating with the RAC Project Manager.

2.1.15 TAC Public Affairs Manager

Roles of the TAC Public Affairs Manager include:

- Serving as the primary spokesperson for the contractors for the Project during an emergency.
- Issuing news releases and contacting local, state, and federal agencies with FPD approval.

2.1.16 TAC SH&Q Manager (*Liaison Officer*)

Roles of the TAC SH&Q Manager (*Liaison Officer*) include:

- Assisting with emergency response actions.
- Assisting with providing training to off-site response organizations and considering off-site, EROs' concerns.
- Coordinating emergency response planning with the RAC Environmental, Safety, Health, and Quality (ESH&Q) Manager.

2.1.17 TAC Security Officer

Roles of the TAC Security Officer include:

- Acting as primary contractor point-of-contact for security-related matters concerning sites/facilities managed and activities conducted within the scope of the Moab UMTRA Project.

2.1.18 Building Warden

Roles of the Building Warden include:

- Coordinating personnel evacuation during emergencies that require evacuation.

2.1.19 Recovery Manager

An individual designated by the Emergency Response Director (*Incident Commander*).

Roles of the Recovery Manager include leading the recovery and cleanup efforts after an operational emergency.

2.1.20 TAC Records Manager

Roles of the TAC Records Manager include:

- Assessing records damage.
- Coordinating records recovery plan as defined in the *Moab UMTRA Project Records Disaster Prevention, Mitigation, and Recovery Plan* (DOE-EM/GJ1524).

2.2 Off-site Response Organizations

Outside agencies are utilized for emergency responses because of the specialized training and resources of those organizations. This section identifies the emergency services that each of the off-site EROs will provide at the Moab Project sites or during an RRM transportation incident. The *Emergency Contact List* includes contact information for off-site agencies.

Memoranda of understanding have been executed with Grand County and Emery County emergency medical services (EMS) and Moab Regional Hospital to establish responsibilities for coordination of personnel and operations should an unplanned event occur.

DOE and its contractors will provide all reasonably available resources, including information and technical assistance, to these off-site response organizations as necessary to mitigate the effects of any emergency that may arise in association with the Project. DOE will also allow access to its property for all personnel and equipment required for emergency response, such as fire department equipment, police vehicles, ambulances, and flight-for-life helicopters.

Depending on the scope and severity of the emergency, any of these organizations could provide an *Incident Commander* who is responsible for managing the emergency (excluding hospitals).

All emergency responders and their communications shall be coordinated and controlled through the Emergency Response Director (*Incident Commander*) assisted by the senior official present for each employer. The senior emergency response official responding to an emergency shall become the Emergency Response Director (*Incident Commander*).

The senior official at an emergency response is the most senior official on the site who has the responsibility for controlling the operations at the site. Initially, it is the senior officer on the first-due piece of responding emergency apparatus to arrive on the incident scene. As more senior officers arrive (e.g., battalion chief, fire chief, state law enforcement official, site coordinator), the position is passed up the line of authority that had been previously established (29 CFR 1910.120, HAZWOPER).

2.2.1 Moab Fire Department

Roles of the Moab Fire Department include:

- Providing fire protection, hazardous materials emergency response, and all other emergency services consistent with reasonable and prudent industrial emergency management practices.
- Coordinating emergency services required by DOE and its contractors.

2.2.2 Grand County and Emery County EMS

Roles of the Grand County and Emery County EMS include:

- Providing first response medical services for all injured or ill DOE, contractor, subcontractor, vendor employees, and site visitors.
- Transporting injured or ill personnel by ambulance to medical facilities from DOE-owned or -managed property.

2.2.3 Grand County and Emery County Sheriff's Office

Roles of the Grand County and Emery County Sheriff's Office include:

- Providing law enforcement protection, traffic control and coordination, and other law enforcement services consistent with reasonable and prudent practices.
- Coordinating emergency law enforcement services.
- Providing a suitable area or other accommodations for use as an emergency operations center.

2.2.4 Moab Regional Hospital

Roles of Moab Regional Hospital include:

- Providing medical treatment of personnel who are ill or have non-life-threatening injuries associated with a Project emergency.

2.2.5 St. Mary's Hospital

Roles of St. Mary's Hospital include:

- Providing CareFlight air ambulance medical services from Grand Junction for life-threatening situations.

2.2.6 Respective Gas Pipeline Representatives

Roles of the respective gas line representative include:

- Providing assistance with any disruption or event that could affect the integrity of the gas lines that run along the northern end of the property line in Moab.

2.2.7 Moab UMTRA Project Radiological Emergency Response Assets

The RAC maintains a medical support agreement with the Radiation Emergency Assistance Center and Training Site operated by the Oak Ridge Institute of Science and Education for the DOE. They maintain a 24-hour emergency contact list for assistance with the medical management of radiation accidents. They can be reached by telephone at 865-576-1005; ask for the Radiation Emergency Assistance Center and Training Site.

The Radiological Assistance Program is not currently set to respond to a radiological event dealing with RRM during either an on-site or off-site transportation event due to the low-level activity associated with the mill tailings materials.

3.0 Contingency Planning

The objective of contingency planning is to be prepared to respond to emergencies. Contingency planning includes coordinating with EROs, preparing guidance describing actions to be taken during emergencies, conducting training, and performing drills.

The DOE ESH&QA Manager, the RAC H&S Manager (*Liaison Officer*), the RAC ESH&Q Manager, and the TAC SH&Q Manager (*Liaison Officer*) will plan for emergencies and will coordinate with off-site EROs.

Preparation to meet the challenge of an emergency requires Project personnel to:

- Communicate with the RAC Emergency Response Director (*Incident Commander*) that an emergency is in progress.
- Know the hazards in the area that may be affected by the emergency.
- Understand warning sounds and alarms and know where to assemble.

The Project will make first aid, cardiopulmonary resuscitation (CPR), and automated external defibrillator (AED) training available to Project personnel on a voluntary basis.

Project-designated, emergency medical responders (EMRs) are trained to 29 CFR 1910.151, “Medical services and first aid,” and in procedures and protocol related to supporting Grand County and Emery County EMS response and CareFlight response.

3.1 Coordination with Off-site EROs

Good coordination with off-site organizations will result in effective responses to any emergency situation. Training and drills as described in Sections 3.3 and 3.4, respectively, are periodically made available to off-site EROs.

Under the direction of the RAC ESH&Q Manager, Project representatives will participate in LEPC meetings as practical. Coordination with response organizations will enable continuous improvement of performance in an emergency through feedback and lessons learned. Additionally, the RAC Project Manager or designee is responsible for meeting with the St. Mary's Hospital's CareFlight group, when conditions warrant, to discuss potential issues at the Project sites.

The goal of these meetings is to provide awareness and understanding about CareFlight's response capabilities and requirements, including Project locations, information related to potential mechanisms of injury, landing zone designations, communication requirements, and mutual aid procedures with Grand County and Emery County EMS.

3.2 Guidance for Emergency Actions

Guidance for use during specific types of emergencies is provided in Attachment 1 of this EIRP and is meant to be used by any staff member in the event of an emergency. The purpose of this guidance is to provide instructions or checklists that, when followed, will increase the likelihood of a proper response to the event.

3.3 Training

The Project maintains an established Training Program (see Table 2 for Emergency/Incident Response Training Matrix) to help ensure personnel are adequately trained for the work they perform and for emergency preparedness. Training at some level is required for everyone entering the site.

Personnel who regularly work on a Project site receive the Moab Project site Pre-entry Briefing and are trained on this EIRP. The site briefing includes information on site hazards, basic emergency notification, and response activities.

Specific training is provided to workers who have special duties during emergencies, such as security personnel who direct responders to the incident scene. Training shall be provided when employee's expected actions change or when this EIRP changes. The specific training is described below.

Site visitors and vendors receive abbreviated training on emergency alarms and evacuation procedures commensurate with their time on site and the purpose of their visit.

Off-site response organization personnel are offered training on pertinent information regarding hazards present at the sites; the types of injuries and illnesses that could result from contamination by contact, ingestion, or inhalation of radioactive or hazardous substances; and risks associated with fires, explosions, or hazardous material releases.

Table 2. Project Emergency/Incident Response Training Matrix

Functional Area	Type of Personnel	Training Required
General Emergency Response	All Project Personnel	ER100 (Grand Junction) ER101 (Moab/Crescent Junction) SB100
Hazardous Materials Incident Response	Hazardous Materials Responders	HW100 HW102 HW102R
Radiological Materials Incident Response	Radioactive Materials Responders	RP102 RP102R
ERO	<i>Incident Commander</i> <i>Safety Officer</i> <i>Liaison Officer</i> Public Information Officer	ER106, ER107, or ER108
Emergency Public Information	Public Information Officer Public Affairs Manager	EOTA EPI100DW EOTA EPI110DW EOTA EPI210DW EOTA EPI220DW
Transportation Response	DOT HAZMAT Employees	HM100 HM116 HM118
First Aid/CPR/AED	Project Personnel Identified as First Aid, CPR, AED Responders	ER309 ER310
EMRs	Project Personnel Identified as EMRs	ER313, ER314, or ER315

EOTA=DOE Emergency Operations Training Academy; HAZMAT = hazardous materials

3.4 HAZWOPER Training

Skilled support personnel. Skilled support personnel, not necessarily an employer’s own employees, who are skilled in the operation of certain equipment, such as mechanized earth moving or digging equipment or crane and hoisting equipment, and who are needed temporarily to perform immediate emergency support work that cannot reasonably be performed in a timely fashion by an employer’s own employees, and who will be or may be exposed to the hazards at an emergency response scene, are not required to meet the training required in this section for the Project’s regular employees.

However, these personnel shall be given an initial briefing at the site before their participation in any emergency response. The initial briefing shall include instruction in the wearing of appropriate PPE, what chemical hazards are involved, and what duties are to be performed. All other appropriate safety and health precautions provided to the Project’s own employees shall be used to ensure the safety and health of these personnel.

Specialist employees. Specialist employees, in the course of their regular job duties, work with and are trained in the hazards of specific hazardous substances, and who will be called upon to provide technical advice or assistance at a hazardous substance release incident to the individual in charge, shall receive training or demonstrate competency in the area of their specialization annually.

Training shall be based on the duties and function to be performed by each responder of an ERO. The skill and knowledge levels required for all new responders shall be conveyed to them through training before they are permitted to take part in actual emergency operations on an incident. Employees who participate, or are expected to participate, in emergency response, shall be given training in accordance with the following paragraphs.

First responder awareness level. First responders at the awareness level are individuals who are likely to witness or discover a hazardous substance release and who have been trained to initiate an emergency response sequence by notifying the proper authorities of the release. They would take no further action beyond notifying the authorities of the release.

First responders at the awareness level shall have sufficient training or have had sufficient experience to objectively demonstrate competency in the following areas:

- An understanding of what hazardous substances are and the risks associated with them in an incident.
- An understanding of the potential outcomes associated with an emergency created when hazardous substances are present.
- The ability to recognize the presence of hazardous substances in an emergency.
- The ability to identify the hazardous substances, if possible.
- An understanding of the role of the first responder awareness individual in the employer's emergency response plan including site security and control and the U.S. Department of Transportation/Pipeline and Hazardous Materials Safety Administration "Emergency Response Guidebook."
- The ability to realize the need for additional resources and to make appropriate notifications to the incident command center.

First responder operations level. First responders at the operations level are individuals who respond to releases or potential releases of hazardous substances as part of the initial response to the site for the purpose of protecting nearby persons, property, or the environment from the effects of the release. They are trained to respond in a defensive fashion without actually trying to stop the release. Their function is to contain the release from a safe distance, keep it from spreading, and prevent exposures.

First responders at the operational level shall have received at least eight hours of training or have had sufficient experience to objectively demonstrate competency in the following areas in addition to those listed for the awareness level, and the Project shall so certify:

- Knowledge of the basic hazard and risk assessment techniques.
- Know how to select and use proper PPE provided to the first responder operational level.
- An understanding of basic hazardous materials terms.
- Know how to perform basic control, containment, and/or confinement operations within the capabilities of the resources and PPE available with their unit.

- Know how to implement basic decontamination procedures.
- An understanding of the relevant standard operating procedures and termination procedures.

Hazardous materials technician. Hazardous materials technicians are individuals who respond to releases or potential releases for the purpose of stopping the release. They assume a more aggressive role than a first responder at the operations level in that they will approach the point of release to plug, patch, or otherwise stop the release of a hazardous substance.

Hazardous materials technicians shall have received at least 24 hours of training equal to the first responder operations level and in addition have competency in the following areas, and the Project shall so certify:

- Know how to implement the employer's emergency response plan.
- Know the classification, identification and verification of known and unknown materials by using field survey instruments and equipment.
- Be able to function within an assigned role in the Incident Command System.
- Know how to select and use proper specialized chemical PPE provided to the hazardous materials technician.
- Understand hazard and risk assessment techniques.
- Be able to perform advance control, containment, and/or confinement operations within the capabilities of the resources and PPE available with the unit.
- Understand and implement decontamination procedures.
- Understand termination procedures.
- Understand basic chemical and toxicological terminology and behavior.

Hazardous materials specialist. Hazardous materials specialists are individuals who respond with and provide support to hazardous materials technicians. Their duties parallel those of the hazardous materials technician; however, those duties require a more directed or specific knowledge of the various substances they may be called upon to contain. The hazardous materials specialist would also act as the site liaison with federal, state, local, and other government authorities in regards to site activities.

Hazardous materials specialists shall have received at least 24 hours of training equal to the technician level and in addition have competency in the following areas, and the Project shall so certify:

- Know how to implement the local emergency response plan.
- Understand classification, identification and verification of known and unknown materials by using advanced survey instruments and equipment.
- Know the state emergency response plan.
- Be able to select and use proper specialized chemical PPE provided to the hazardous materials specialist.
- Understand in-depth hazard and risk techniques.
- Be able to perform specialized control, containment, and/or confinement operations within the capabilities of the resources and PPE available.
- Be able to determine and implement decontamination procedures.
- Have the ability to develop a site safety and control plan.
- Understand chemical, radiological, and toxicological terminology and behavior.

On-scene Incident Commander. *Incident commanders*, who will assume control of the incident scene beyond the first responder awareness level, shall receive at least 24 hours of training equal to the first responder operations level and have competency in the following areas and the Project shall so certify:

- Know and be able to implement the employer's incident command system.
- Know how to implement the employer's emergency response plan.
- Know and understand the hazards and risks associated with employees working in chemical protective clothing.
- Know how to implement the local emergency response plan.
- Know of the state emergency response plan and of the Federal Regional Response Team.
- Know and understand the importance of decontamination procedures.

Trainers. Trainers who teach any of the above training subjects shall have satisfactorily completed a training course for teaching the subjects they are expected to teach, such as the courses offered by the U.S. National Fire Academy, or they shall have the training and/or academic credentials and instructional experience necessary to demonstrate competent instructional skills and a good command of the subject matter of the courses they are to teach.

Refresher training. Those employees who are trained in accordance with this section shall receive annual refresher training of sufficient content and duration to maintain their competencies or shall demonstrate competency in those areas at least yearly. A statement shall be made of the training or competency, and if a statement of competency is made, the Project shall keep a record of the methodology used to demonstrate competency.

Medical surveillance and consultation. Members of an organized and designated hazardous materials (HAZMAT) team and hazardous materials specialist shall receive a baseline physical examination and be provided with medical surveillance as required in the *Health and Safety Plan*. Any emergency response employees who exhibit signs or symptoms that may have resulted from exposure to hazardous substances during the course of an emergency incident either immediately or subsequently, shall be provided with medical consultation as required in the *Health and Safety Plan*.

3.5 Drills

Drills are conducted at least annually, by site location and by shift, to practice response to possible emergencies with Project personnel and to evaluate response to possible emergencies. Drills are performed to simulate or practice a variety of emergencies and may involve a single field crew, the entire site, or off-site EROs. Drills may be desktop or may involve detailed coordination and physical role-playing.

3.6 Emergency Recognition and Prevention

Information on emergency recognition and prevention is provided in the *Health and Safety Plan*, the *Moab UMTRA Project H&S Suspected Hazardous Residual Radioactive Material Response Procedure* (DOE-EM/GJRAC2160), general and task-specific Integrated Work Plans/Job Safety Analyses, and Project training.

4.0 Emergency Actions

Protective actions must be 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 must be implemented individually or in combination to reduce exposures to a wide range of hazards. Protective actions must be re-assessed throughout an emergency and modified as conditions change.

For HAZWOPER emergency response, back-up personnel shall be standing by with equipment ready to provide assistance or rescue. Qualified basic life support personnel, at a minimum, shall also be standing by with medical equipment and transportation capability.

4.1 Actions Common to All Emergencies

The highest priority in an emergency is protecting the life and health of Project personnel and the public, followed by protecting the environment, and then property. In an emergency, site workers should immediately:

- Warn others in the area using whatever means are available (e.g., voice, telephone, radio, car horn).
- Notify their supervisors of the nature and location of the emergency/incident.
- Survey the scene to ensure their safety first, obtain basic information regarding controlling the emergency, and obtaining the proper resources needed by emergency personnel.
- Stop or secure the operation causing the emergency if it can be done safely.
- Minimize exposure to hazardous conditions that may exist as part of the emergency.
- Identify any other hazards that may be present (i.e., the potential for fire or explosion).
- Isolate the area and establish control boundaries, if possible.
- Relinquish control and brief more senior trained personnel when they arrive at the location.

At no time should an emergency response action be performed if the RAC Emergency Response Director (*Incident Commander*) determines it would be dangerous to persons in the area. Good communication is essential for effective response to an emergency.

During emergency and off-normal events, several methods are used to notify workers of the situation; the most common and effective methods are by two-way radios and cell phones. At both Moab and Crescent Junction, a radio channel has been designated for emergency use during an event. When an emergency is declared, the designated channel is cleared and used only for emergency communications and directions to be taken during the event.

The channel used by each site is posted at the site and is reviewed with the workers at pre-shift safety meetings throughout the year. In accordance with 29 CFR 1910.165, "Employee alarm systems," the Project shall test of the reliability and adequacy of notification methods (i.e., base station radios) each month, preferably on the 1st of the month (in conjunction with safety equipment inspections). A different actuation device (i.e., radio) shall be used in each test of a multi-actuation device system, such as the system at the Moab site, so that no individual device is used for two consecutive tests.

A personnel lanyard card that designates site radio channels, including the emergency channel to be used, was created and distributed to employees; cell phones are used when communication is needed where radio coverage is not available and to summon off-site emergency responders.

Cell phones are also very effective when a lengthy conversation needs to take place as this does not tie up the radio channel by supervision and management. It is also effective for communications that are not appropriate to transmit over the radio (e.g., condition of any victims, trying to locate a worker that is unaccounted for, contacting personnel out of radio range).

On notification of an emergency, the RAC Emergency Response Director (*Incident Commander*) or designee will notify the TAC Senior Program Manager or RAC Project Manager, the DOE Facility Representative, and the FPD. Notifications to agencies and organizations other than the contractors and DOE are determined by the FPD. Supplemental actions are determined by the RAC Emergency Response Director (*Incident Commander*) and should be carried out as quickly as is reasonable after immediate actions are completed.

The main responsibility for communication with the public during emergencies falls on the FPD and TAC Public Affairs Manager. Appendix B, Emergency Public Information Plan, addresses the requirements in DOE O 151.1C for an Emergency Public Information Plan and addresses public affairs activities in emergency situations to ensure necessary actions will be planned and coordinated.

4.1.1 Site Safety Equipment

Each site maintains site safety equipment that is available for transport to an emergency location. This equipment includes but is not limited to:

- Emergency medical response bags/first-aid kits located in the Crescent Junction and Moab main administrative offices and the Moab Support Area (Queue).
- AED available for trained personnel in the Crescent Junction and Moab main administrative offices and the Moab Support Area (Queue).
- Medical oxygen available for trained personnel in the Crescent Junction and Moab main administrative offices and the Moab Support Area (Queue).
- Spotlight/flashlights.
- Eye-wash kit (portable bottles and designated permanent locations in various areas at all sites).
- Spill response materials (available for trained personnel located in Moab or Crescent Junction).
- Minimum 10-pound, dry-chemical, ABC portable fire extinguishers (located in office trailers and work areas at all sites).
- PPE

Chemical protective clothing and equipment to be used by organized and designated HAZMAT team members or by hazardous materials specialists shall meet the requirements of the *Health and Safety Plan*.

4.2 Additional Information for Specific Emergencies

4.2.1 Personnel Accountability

The supervisor or most senior person at each assembly area shall determine that all personnel are accounted for and are either safe or being attended to by using the accountability list, which is a combination of the daily sign-in sheet from the morning safety meeting and the visitor's log.

The supervisor or most senior person at each assembly area will notify the RAC Emergency Response Director (*Incident Commander*) by radio of the personnel present at that area. In the event that there are unaccounted for personnel, the supervisor or most senior person at the assembly area will contact the unaccounted employee's supervisor and, together with the RAC Emergency Response Director (*Incident Commander*), they will direct further actions.

4.2.2 Bomb Threats

If a bomb threat is received, keep as calm as possible. Keeping the telephone caller on the telephone line is important so that as much information as possible can be obtained. The Bomb Threat Checklist (Form 1520) and Emergency Response Checklist (Form 1521) are provided in Attachment 2.

The receiver of the call should try to have someone else notify the RAC Emergency Response Director (*Incident Commander*) of the bomb threat while he or she remains on the line. A bomb threat may be followed by a site evacuation depending on information obtained from the caller.

4.2.3 Evacuations

An evacuation may be called due to a radar system critical alarm, rail bench rockfall, fire, bomb threat, flood event, spill, public disturbance, or other situation. A call for an evacuation may be confined to a work area or may be for the entire site. An evacuation should be orderly and should include a sweep of the area (if safe to do so) by exiting personnel to ensure all workers received the order to evacuate.

A work area evacuation can be called by the area supervisor. For work area or CA evacuations, personnel should not leave the site, but should report to the designated assembly area or point of safe refuge for accountability. A site-wide evacuation is authorized by the RAC Emergency Response Director (*Incident Commander*).

Evacuation instructions are provided in Attachment 1. The Emergency Response Checklist in Attachment 2 should be completed at the direction of the RAC Emergency Response Director (*Incident Commander*).

Evacuation Routes

The RAC Emergency Response Director (*Incident Commander*) shall establish evacuation routes to be used in the event that an emergency evacuation of a site is ordered. The evacuation routes are clearly communicated to Project employees by postings or radio directives as mandated by changing conditions.

The following guidelines shall be considered when establishing emergency evacuation routes.

- Locate evacuation routes upwind of the CA or exclusion zone, whenever possible, and strategically locate wind indicators to determine wind direction.
- Establish an evacuation route through the access control point adjacent to the CA.
- Ensure primary and alternate routes are adequately separated from each other.
- Ensure evacuation routes are kept free of obstructions.
- If primary evacuation routes are unusable, workers shall be directed to an alternate route via radio.

The TAC SH&Q and RAC H&S Managers (*Liaison Officers*) will ensure the use of evacuation routes is rehearsed as a part of the site drills.

Assembly Areas

Assembly areas are designated safe refuge zones during a site emergency. The following assembly areas have been established for the Moab site.

- Personnel inside the CA shall assemble at their respective Access Control Trailer and await further instructions.
- Personnel outside the CA shall assemble in their designated main parking lot assigned area.
- Personnel in the well field shall assemble at the site access gate located on SR 279 at the mile marker 14 gate of the access road.
- If prevailing winds put the primary assembly areas downwind of the accident site, workers are directed via radio.

The following assembly areas have been established for the Crescent Junction site.

- Personnel inside the CA shall assemble at the access control point and await further instructions.
- Personnel outside the CA shall assemble in the main parking lot assigned area, an area adjacent to the rail spur, or as directed where to assemble via radio.

4.2.4 Fire Actions

The objective of fire actions is to take actions that might reduce the consequences of a fire. The actions taken in the event of a fire will depend on the amount of warning received. Fire lanes may be established to reduce the risk of a fire, spread of a fire, or for access for fire-fighting activities. Fire action instructions are provided in Attachment 1.

4.2.5 High Winds

The Project sites are in areas that are susceptible to high winds. When wind speeds equal or exceed 27 mph, work shall cease until the wind speed decreases.

4.2.6 Lightning

When lightning is visible, and thunder is audible and appears to be within (approximately) 3 miles, all Moab Project employees working outdoors shall leave high points (e.g. roofs, ladders). Operators in tracked equipment are picked up by an enclosed vehicle with rubber tires (crew van). Personnel in exposed areas (e.g., open areas, top of a cell) shall go inside a building or an enclosed vehicle with rubber tires. When a lightning shutdown is ordered, it will remain in effect for 20 minutes after the last strike within the 3-mile limit; at that time, the lightning shutdown will be lifted to allow work activities to resume.

Employees will refrain from moving from one building to another while a shutdown is in effect unless they are authorized to move elsewhere by the Operations/Site Manager or in emergency situations. If an approaching storm exhibiting electrical activity is likely to affect the site, a lightning shutdown may be put into effect before detection of lightning within 3 miles. Weather radar and the lightning detector will be monitored when adverse weather and lightning are present.

When severe weather results in an immediate threat to personal safety, the RAC Emergency Response Director (*Incident Commander*) shall be notified. The RAC Emergency Response Director will direct additional emergency response actions as appropriate.

4.2.7 Flood Actions

Flood conditions will most likely occur from runoff associated with thunderstorms. Additionally, at the Moab site, spring runoff in the Colorado River could overtop the riverbanks for several days. Colorado River flooding is almost always predictable several days in advance of the event.

The actions taken in the event of a flood will depend on the amount of warning received before a flood actually occurs.

Flooding associated with thunderstorms can result in rapid increase in flow in the Moab Wash and other drainages. In the event of such conditions, notify the RAC Emergency Response Director (*Incident Commander*).

The objective of flood instructions provided in Attachment 1 is to take actions that might reduce the consequences of a flood. Actions are directed first to protect personnel safety and then to protect DOE property, including materials, buildings, and equipment.

4.2.8 Material Spills

Actions in the event of a spill of petroleum products, hazardous substances, and RRM at Project sites are provided in the *Health and Safety Plan* and the *Moab UMTRA Project Spill Prevention, Control, and Countermeasure Plan* (DOE-EM/GJRAC1477).

4.2.9 Medical Emergencies

While all employees are responsible for immediate actions identified in the medical emergency instructions (see Attachment 1) and are expected to carry them out, no employee is required to provide first aid for which he or she has not been trained or is uneasy about providing. Never move a victim in need of medical assistance unless:

- Directed by a competent medical authority.
- The injury will obviously not be aggravated or complicated by a move.
- The victim is in a location where greater physical harm would be likely if not moved.
- Wound severity is such that a life-threatening situation arises.

Never delay EMS personnel access to the scene while applying administrative controls or prescribing PPE. Decontamination of victims, EMS personnel, and any associated equipment and materials will be in proportion to the nature and severity of the medical emergency. Radiological Control will determine if any decontamination is needed in the emergency room and/or on any equipment; Radiological Control will lead the decontamination efforts. Figure 1 identifies travel routes to Moab Regional Hospital from the Moab and Crescent Junction sites.

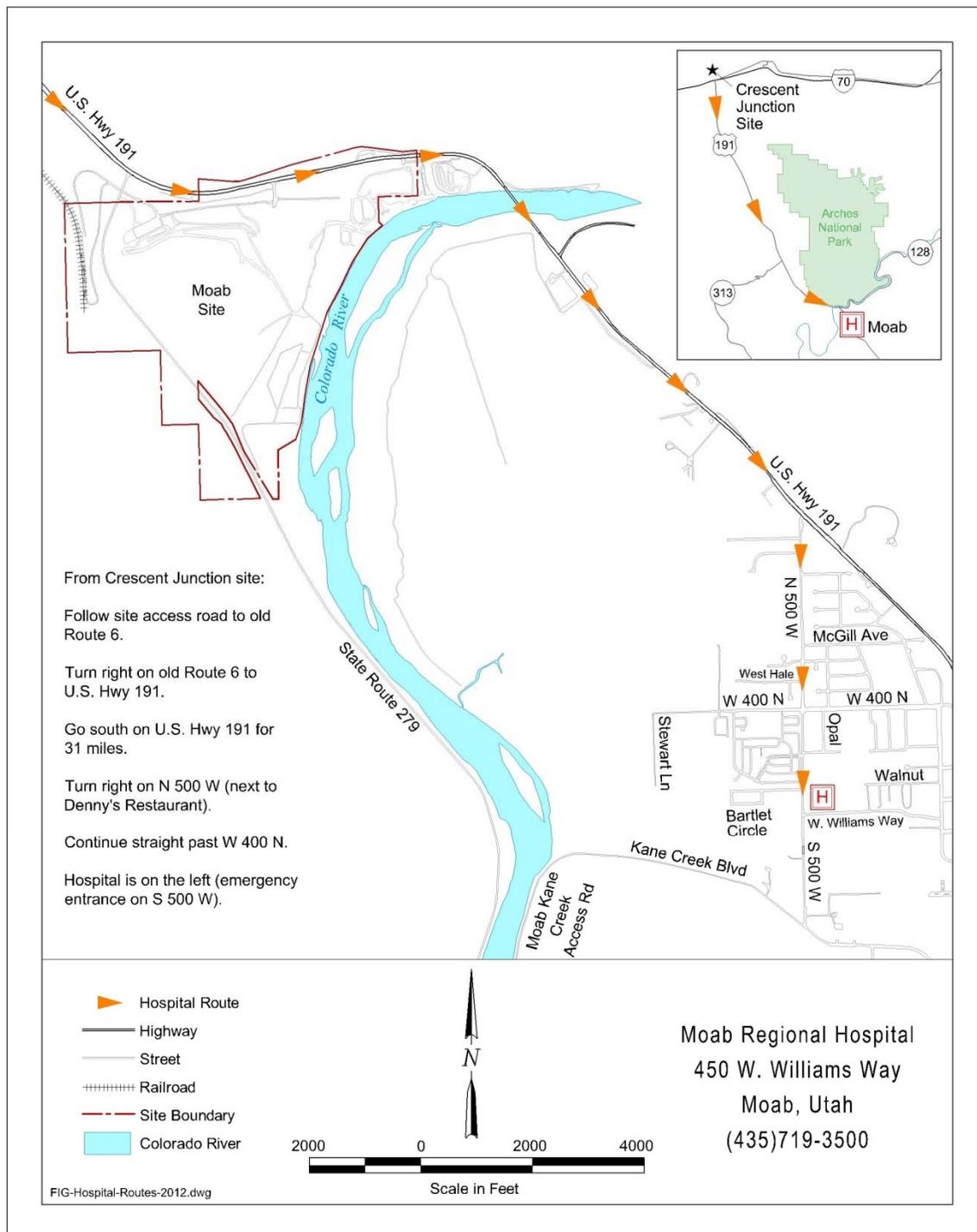


Figure 1. Travel Routes from Moab and Crescent Junction Sites to Moab Regional Hospital

Health Insurance Portability and Accountability Act (HIPAA)

In accordance with DOE Order 440.1B, “Worker Protection Management for DOE (Including the National Nuclear Administration) Federal Employees,” provision of medical treatment and planning for mass casualty situations. Sharing patient information between on-site and off-site health care providers during emergencies must be coordinated in advance and be consistent with the requirements of HIPAA.

Every effort shall be taken to restrict access to individual medical information of injured workers during a medical emergency. Do not use names, birthdates, or other identifying information over open source communications or in reports. For example, refer to injured workers as “patient 1” or “patient 2.” Redact names, social security numbers, addresses, and other personal identifying information from medical paperwork used in incident reports.

When placed in records, notify the Records Manager that the report contains medical records so they may be handled in accordance with HIPAA laws. Additionally, refrain from discussing medical information with anyone who does not have a need to know.

4.2.10 Public Disturbance Actions

A public disturbance is defined as a demonstration by activists or a threat to DOE operations related to DOE or contractor operations conducted as a part of the Project and that:

- Disrupts DOE, contractor, or subcontractor operations.
- Adversely affects DOE or contractor property.
- Jeopardizes the safety and health of DOE, contractor, or subcontractor employees.
- Adversely affects the reputation or public image of DOE or the contractors.
- Threatens or causes bodily injury or radiological exposure to the general public.

If there is no immediate threat to personal safety, the RAC Emergency Response Director (*Incident Commander*) will work with the FPD to determine the appropriate response actions needed to safeguard personnel and property. Public disturbances often occur with little or no warning.

4.2.11 Transportation Incident

This section addresses emergency events involving rail or truck transport of RRM and outlines coordination among responders. The *Moab UMTRA Project Transportation Plan* (DOE-EM/GJ1639) describes transportation and disposal of RRM, including on-site staging, logistics, and packaging. Transportation incidents are handled by off-site response organizations if they involve an injury requiring immediate medical attention. Most transport of RRM is accomplished by rail using UP as the carrier. A truck carrier has not been identified. Emergency coordination includes the carrier for transportation incidents.

UP staff is trained to prevent contamination of property by observing railcars for any leaking material and to respond to an emergency without endangering personal safety. UP is responsible for RRM cleanup activities from any rail transportation incident.

If able, on-train personnel will immediately notify the off-site EROs followed by the RAC Emergency Response Director (*Incident Commander*). The RAC Emergency Response Director will coordinate contractor emergency response support as requested by UP. Immediately following the incident, rail-loading activities will cease until UP develops a recovery plan (with RAC input as requested), and Project materials, including RRM, containers, and railcars, are recovered and placed in a safe area.

Transportation may also occur by truck. In the event of a truck incident, the truck carrier is responsible for RRM cleanup activities. If able, the driver will contact off-site EROs followed by contacting his or her supervisor or the RAC Emergency Response Director (*Incident Commander*).

If off-site emergency responders are not present on scene, the RAC Emergency Response Director (*Incident Commander*) will coordinate response actions, including directing RAC personnel to the site to isolate the affected area, decontaminate it, and remove any vehicle and equipment from the scene. RRM handling activities will cease until the RAC develops a restart plan, including an incident investigation with root cause analysis and corrective actions.

4.2.12 Hillside Slippage or Rockfall Incident on Moab Rail Bench

There is potential for material to slough off and slide or fall onto the rail bench, so measures are taken to prevent and protect the workers from this hazard. The hillside is monitored by radar for movement, and a visual inspection of the area is performed daily, after a major rain event, during freeze/thaw cycles in the winter and spring months, and after other activities that are likely to affect the stability of the hillside.

If a rockfall or slippage is noticed before daily work begins, the area is evaluated to determine if it is safe to work on all of or only a portion of the rail bench area. When an event occurs during work activities, work in the area is stopped, personnel in the area seek a safe evacuation area, accountability of workers in the area is performed, and notifications are made to supervisors. Safe areas may include the rockfall barrier wall, heavy equipment or vehicles, the concrete shelter, the roadways exiting the rail bench, or others as the situation warrants. The area is then evaluated to determine if it is safe to resume work and what corrective actions are needed before work resumes.

Special care and rescue techniques for incidents that occur on the rail bench shall be addressed, and the hillside determined safe for rescue activities, before any rescue attempts are made. Area EMS and rescue services are to be made aware of the event and conditions.

4.2.13 Moab Utility Corridor Incident

A utility corridor runs along the northern boundary of the Moab site that contains underground high-pressure gas lines and overhead high-voltage electrical lines. Notification to the respective utility company shall be made when working in these areas (e.g. Blue Stakes of Utah). Work in these areas must follow specific guidelines to avoid damaging or hitting these lines and creating a catastrophic event. If damage or contact has been made with these lines, immediately STOP WORK, clear the area, and notify the respective utility company.

If an incident occurs in this area, an evacuation of the site may be necessary by means of alternative evacuation routes. An alternative evacuation route shall be established and site personnel notified of such route.

4.2.14 Millsite Riverside Trail Emergencies

DOE has established a bike and pedestrian trail (for anticipated future use), known as the Millsite Riverside Trail, within the DOE property boundary of the Moab site. The trail is unpaved with a gravel or native soil base and extends a total of about 1.5 miles along the eastern side of the property, much of it along the Colorado River.

The general public will be allowed access to the trail daily, including holidays. In the event of an incident or emergency, during and after water flow in the Moab Wash, or during Colorado River flooding, the trail may be closed to maintain site security.

The northern end of the trail connects to an existing paved trail constructed by Grand County via a connector trail under US 191, and the southern end of the trail connects to SR 279 at highway mile marker 14. Bollards have been installed at each trail entrance to prevent oversized vehicles or equipment from accessing the trail. Each bollard is secured in place by a padlock to prevent unauthorized removal. A designated Grand County Emergency Medical Services (GCEMS) lockbox is located near each kiosk; kiosks contain keys to unlock the bollards allowing emergency responder entrance to the trail in the event of an emergency.

DOE has coordinated with the GCEMS organization in an effort to adequately respond to an emergency event on the Millsite Riverside Trail. If a 911 call is placed requesting emergency assistance on the trail, the dispatcher who receives the call will summon EMS responders who will proceed to the trail entrance nearest the location of the incident, as best determined by the dispatcher from the caller's information.

After responders have been activated, the dispatcher will then place a call to the Project security guard station notifying the Project of an emergency response on the trail. If the emergency is being reported by Project personnel, the security guard will also be notified and will then notify other appropriate Project personnel. Project personnel will make any additional notifications and take appropriate measures to ensure the trail access is closed to the public until emergency vehicles have cleared the trail and it is determined to be safe for public use.

4.2.15 Special Actions at the Crescent Junction Site

Due to the remoteness of the Crescent Junction site, special actions are required to optimize emergency response at this location. Aid to employees on the site is based on the nature of the injury; however, when in doubt, Project personnel will always contact emergency responders via 9-911 by site phone (or 911 by cell phones).

When calling 911, the caller may not reach the Moab dispatch call center, so the specific location of the site may need to be transmitted. If several calls or a follow-up call is necessary, the caller may reach a different call center, and this information must be considered when additional information is transmitted concerning the incident.

- For a non-emergency, the Project team may transport an injured employee to the hospital via a site vehicle.
- For any emergency, contact 911. Provide the 911 call center with specific directions to the location, including distance to Thompson Springs (approximately 5 miles) and Moab (approximately 30 miles). Follow the medical emergency instructions in Attachment 1, as appropriate.
- If the 911 call center determines that air transport is the best option, inform the center that the site has a marked helicopter pad as well as signaling devices to assist the pilot with identifying other potential landing areas.

The Project will mark and maintain a designated area to land a helicopter at the eastern end of the loading area adjacent to the rail spur. The Project will not store any immobile equipment or materials, including material handling containers, in this area. In the event that this is not the best location to land, the VS-17 signaling panel or lights may be used to direct the helicopter to a more suitable alternative.

4.3 Operational Emergencies

Operational emergencies are major unplanned or abnormal events or conditions that involve or affect the DOE facilities and activities by causing or having the potential to cause serious health and safety or environmental impacts, require resources from outside the immediate/affected area or local event scene to supplement the initial response, and require time-urgent notifications to initiate response activities at locations beyond the event scene.

In general, to be considered an operational emergency, an event or condition involving the uncontrolled release of a hazardous material must: immediately threaten or endanger personnel who are in close proximity of the event; have the potential for dispersal beyond the immediate vicinity of the release in quantities that threaten the health and safety of on-site personnel or the public in collocated facilities, activities, and/or off site; and have a potential rate of dispersal sufficient to require a time-urgent response to implement protective actions for workers and the public. Such emergencies represent, cause, or have the potential to cause the events or conditions described below.

Incidents that can be controlled by employees or maintenance personnel in the immediate/affected facility or area are not operational emergencies. Incidents that do not pose a significant hazard to safety, health, and/or the environment and that do not require a time-urgent response are not operational emergencies. An operational emergency must be declared when events occur that represent a significant degradation in the level of safety at the site/facility and that require time-urgent response efforts from outside the site/facility. These events do not require classification, such as alert, site area emergency, or general emergency.

Such events include the following categories:

1. Health and Safety. The following events or conditions represent, cause, or have the potential to cause serious health and safety impacts to workers or members of the public.
 - a. The discovery of radioactive or other hazardous material contamination from past DOE operations that may have caused, is causing, or may reasonably be expected to cause uncontrolled personnel exposures exceeding protective action criteria.
 - b. An off-site hazardous material event not associated with DOE operations that is observed to have or is predicted to have an impact on the site, such that protective actions are required for on-site workers.
 - c. An occurrence (e.g., earthquake, tornado, aircraft crash, fire, explosion) that causes or can reasonably be expected to cause significant structural damage to DOE facilities, with confirmed or suspected personnel injury or death.
 - d. Any facility evacuation in response to an actual occurrence that requires time-urgent response by specialist personnel, such as hazardous material responders or mutual aid groups not normally assigned to the affected facility.
 - e. Any mass casualty event.

2. Environment. The following events or conditions represent, cause, or have the potential to cause serious detrimental effects on the environment.
 - a. Any actual or potential release of hazardous material or regulated pollutant to the environment, in a quantity greater than five times the reportable quantity specified for such material in 40 CFR 302, “Designation, Reportable Quantities, and Notification,” that could result in significant off-site consequences, such as major wildlife kills, wetland degradation, aquifer contamination, or the need to secure downstream water supply intakes.
 - b. Any release of more than 1,000 gallons (24 barrels) of oil into inland waters, more than 10,000 gallons (238 barrels) of oil to coastal waters, or a quantity of oil that could result in significant off-site consequences (i.e., need to relocate people, major wildlife kills, wetland degradation, aquifer contamination, need to secure downstream water supply intakes). Oil, as defined by Title 33 United States Code Chapter 1251 (33 USC 1251), Clean Water Act of 1977, means any kind of oil and includes petroleum.
3. Security and Safeguards. Security incidents are also subject to reporting in accordance with DOE O 470.4B Admin Chg 1, “Safeguards and Security Program.” In accordance with DOE O 470.4B, foreign involvement in security incidents must be reported to the Office of Counterintelligence. The following events or conditions represent, cause, or have the potential to cause degradation of security or safeguards conditions with actual or potential direct harm to people or the environment.
 - a. Actual unplanned detonation of an explosive device or a credible threat of detonation resulting from the location of a confirmed or suspicious explosive device.
 - b. An actual terrorist attack or sabotage event involving a DOE site/facility or operation.
 - c. Kidnapping or taking hostage(s) involving a DOE site/facility or operation.
4. Off-site DOE Transportation Activities. The following events or conditions represent an actual or potential release of hazardous materials from a DOE shipment.
 - a. Any accident/incident involving an off-site DOE shipment containing hazardous materials that causes the initial responders to initiate protective actions at locations beyond the immediate/affected area.

4.3.1 Re-entry

Re-entry is a planned activity to accomplish specific objectives set by the ERO conducted before the termination of emergency response, which involves re-entering a facility or affected area that has been evacuated or closed to personnel access during the course of the emergency. Re-entry activities are time-urgent actions performed during emergency response, such as search and rescue, mitigation, damage control, and accident assessment.

Planning and actual conduct of re-entry activities must consider that each emergency event is unique; therefore, the response structure for conducting re-entry activities must be flexible and capable of responding to a wide range of conditions. Once the decision has been made to perform a re-entry activity, planning for the re-entry activity should be performed by personnel responsible for managing the on-scene response. They should have direct access to the most current information, be familiar with the facility or event area, and have knowledge of the personnel and resource requirements of the task. The RAC Emergency Response Director (*Incident Commander*) must approve all re-entry activities.

4.3.2 Formal Termination

Formal termination of an operational emergency should be considered when local response authorities (such as the *Incident Commander* in charge of firefighting, rescue, or spill cleanup) determine that the response effort can be suspended or substantially scaled down.

The RAC Emergency Response Director (*Incident Commander*) is responsible for terminating the emergency phase, completing appropriate notifications, and entering into the recovery phase when the following general criteria are met.

- The affected facility, site, or incident scene is in a stable condition, and there is a high probability that it can be maintained in that condition.
- Fire, flood, earthquake, or similar emergency conditions and/or security considerations no longer constitute an emergency hazard to critical systems/equipment or to personnel.
- Existing conditions no longer meet the established emergency categorization criteria, and it appears unlikely that conditions will deteriorate.
- All contaminated and/or injured personnel have been treated and/or transported to medical facilities.
- All initial emergency notifications have been completed.
- Accountability of personnel is completed.

4.3.3 Recovery

The purpose of the recovery effort is to return the affected facilities and areas to normal operations following the termination of an emergency response. Recovery is the period beginning just before termination of the emergency until the facility is returned to operational status. Termination of the emergency initiates transitioning from the emergency phase to the recovery phase.

Once the decision has been made to enter the recovery phase, response personnel are informed of this transition. The RAC Emergency Response Director (*Incident Commander*) will assign an individual to serve as recovery manager with full authority to direct the recovery effort. Once the emergency has been terminated, responsibility for recovery and cleanup is transferred from the Emergency Response Manager to the recovery manager.

5.0 Event Notifications and Reporting

5.1 Event Notifications

The Emergency Response Coordinator (*Safety Officer*) or the RAC Emergency Response Director (*Incident Commander*) will report the emergency as described in the *Incident and Occurrence Reporting Procedures* and report it to contractor management and DOE in accordance with the criteria therein. The FPD will notify DOE headquarters and EMCBC personnel listed in the *Emergency Contact List* of emergencies in accordance with DOE requirements. Notification to EMCBC management will be concurrent with notification to headquarters program management. Incidents involving transport of RRM are reported consistently with the reporting requirements of DOE Manual 460.2-1A, "Radioactive Material Transportation Practices."

5.2 Reporting Requirements

All emergencies, regardless of their nature, are reported using the Incident Report Form 1743 (see Attachment 3). Completion of this report shall be in accordance with the *Incident and Occurrence Reporting Procedures*. Transportation incidents should be reported to the FPD within 15 minutes.

5.2.1 Operational Emergencies

Initial emergency notifications shall be made using Appendix C of DOE Guide 151.1-4, “Response Elements, Emergency Management Guide,” (see Attachment 4). The notification must be made promptly, accurately, and effectively to workers and emergency response personnel/organizations, appropriate DOE/National Nuclear Security Administration (NNSA) elements, and other federal, tribal, state, and local organizations and authorities. Accurate and timely follow-up notifications must be made when conditions change, when the emergency classification level (e.g., Alert, Site Area Emergency, General Emergency) is upgraded, or when the emergency is terminated. Continuous, effective, and accurate communication among response components and/or organizations must be reliably maintained throughout an Operational Emergency.

For operational emergencies, initial emergency notifications must be made to workers, emergency response personnel, and organizations, including DOE elements and other local, state, tribal, and federal organizations. Notify state and local officials and the Cognizant Field Element Emergency Operations Center (EOC) and Headquarters Operations Center within 15 minutes and all other organizations, including EMCBC, within 30 minutes of the declaration of an Alert, Site Area Emergency, or General Emergency.

Notify the Cognizant Field Element EOC, EMCBC, and Headquarters Operations Center within 30 minutes of the declaration of an Operational Emergency not requiring classification.

Notify local, state, and tribal organizations within 30 minutes or as established in mutual agreements for declaration of an Operational Emergency not requiring classification.

At a minimum, emergency notification to the Headquarters Operations Center and EMCBC must consist of a phone call providing as much information as is known at the time. The same information must be provided by email or a fax, either immediately before or following the phone call. Information for initial notification includes as much as possible of the following:

- Declaration of Operational Emergency and, if appropriate, classification of emergency.
- Description of the emergency.
- Date and time the emergency discovered.
- Damage and casualties.
- Whether emergency has stopped other facility/site operations or program activities.
- Protective actions taken and/or recommended.
- Notifications made.
- Weather conditions at the scene of the emergency.
- Level of any media interest at the scene of the emergency or at the facility/site.
- Contact information of the DOE or NNSA on-scene point of contact.

5.2.2 Emergency Status Update Report

In accordance with Appendix D of DOE Guide 151.1-4, “Emergency Status Updates,” an emergency status update report (also known as a situation report) shall be used to keep headquarters and EMCBC updated on the progress of an operational emergency (see Attachment 5).

These reports are completed by the RAC and submitted to Project DOE for concurrence. The emergency status updates should be used to supplement the initial notification as information becomes available. The following information should be considered. All items should be included in the initial notification message, with the exception of item #8.

1. Location (site/facility/building) of the event, name, organization, location, and telephone number of the caller.
2. Indication of whether event is still in progress.
3. Categorization and classification of emergency and time of declaration.
4. Brief description, date, time of the event, and time zone.
5. Injuries or casualties involved.
6. Status of the affected facility/site/activity.
7. Status of other facilities/operations/activities on the site.
8. Type of actual/projected release and duration (source term or release characterization.)
 - a. Release in progress (Yes/No).
 - b. Actual or projected doses or dose rates that exceed protective action criteria at a critical location (e.g., site boundary, municipal jurisdiction, school, hospital, reservoir) relative to the organization receiving the notification.
9. Recommended protective actions with timing considerations, where applicable.
10. Notifications made.
11. Meteorological conditions, including wind speed, wind direction, stability class, and precipitation.
12. Level of any media interest at the scene of the emergency or at the facility/site.
13. Contact information of the DOE or NNSA point-of-contact.

To document reports, the reporting organization should record the organizations notified and the names and positions of the persons contacted.

6.0 Post-emergency Response Incident Investigation

6.1 HAZWOPER Post-emergency Response Operations

Upon completion of the emergency response, if it is determined that it is necessary to remove hazardous substances, health hazards, and materials contaminated with them (such as contaminated soil or other elements of the natural environment) from the site of the incident, the Project shall ensure personnel conducting the clean-up comply with the *Health and Safety Plan*.

6.2 Post-emergency Critique

A post-emergency critique is conducted by the RAC Emergency Response Director (*Incident Commander*) as soon as practicable following stabilization of the emergency condition. If classification of the emergency or results of the critique indicate that more extensive investigation is required, the Project Manager, Senior Program Manager, or the FPD will initiate the investigation.

6.3 Corrective Action and Causal Analysis

The post-emergency investigation should include an evaluation to determine the need for causal analysis and development of corrective actions to prevent recurrence. Determination of the cause(s) of events, issues, and conditions adverse to quality and corrective actions that, if implemented, will prevent or minimize the likelihood of recurrence of the event, issue, or condition shall be determined in accordance with the *Moab UMTRA Project Cause Analysis Procedure* (DOE-EM/GJ1663) and RAC and TAC corrective action procedures: *Moab UMTRA Project Condition Reports Procedure* (DOE-EM/GJRAC1671) and *Moab UMTRA Project Corrective Action Procedure* (DOE-EM/GJTAC1562).

6.4 Lessons Learned

Lessons learned from the emergency are documented and distributed to appropriate Project personnel, incorporated into Project personnel training, and used to amend this Plan and institute corrective measures and procedures in an effort to prevent a similar emergency condition in the future. In addition, the lessons learned are incorporated in the Project Operating Experience/Lessons Learned Program. The *Moab UMTRA Project Operating Experience/Lessons Learned Procedure* (DOE-EM/GJ1568) describes the process for implementing and managing the Operating Experience/Lessons Learned Program in accordance with the requirements of DOE O 210.2A, "DOE Corporate Operating Experience Program."

7.0 Records

All documentation created as a result of compliance with this Plan is considered a Project record and will be managed in accordance with the *Moab UMTRA Project Records Management Manual* (DOE-EM/GJ1545), which follows DOE orders, policies, and regulations for retention and maintenance of records.

Records Management policy applies to all records of DOE, as defined under 44 USC 31, The Federal Records Act of 1950, regardless of medium (including paper, microform, electronic, audiovisual, and record copies of agency publications), that are created, collected, processed, used, stored, and/or disposed of by the Project contractor employees, organizations, and facilities, as well as those individuals acting as an agent.

This plan shall be available in writing for inspection and copying by employees, their representatives, Occupational Safety and Health Administration personnel, and other governmental agencies with relevant responsibilities (in accordance with 29 CFR 1910.120).

8.0 References

- 29 CFR 1910 (Code of Federal Regulations), Subpart K, “Occupational Safety and Health Standards, Medical and First Aid.”
- 29 CFR 1910.120 (Code of Federal Regulations), Subpart H, “Hazardous Materials, Hazardous waste operations and emergency response.”
- 29 CFR 1910.165 (Code of Federal Regulations), “Employee alarm systems.”
- 40 CFR 302 (Code of Federal Regulations), “Designation, Reportable Quantities, and Notification.”
- 5 USC 552 (United States Code), The Freedom of Information Act
- 5 USC 552a (United States Code), The Privacy Act.
- 33 USC 1251 (United States Code), The Clean Water Act.
- 44 USC 31 (United States Code), The Federal Records Act of 1950.
- DOE (U.S. Department of Energy) Guide 151.1-4, “Response Elements, Emergency Management Guide.”
- DOE (U.S. Department of Energy) Manual 460.2-1A, “Radioactive Material Transportation Practices.”
- DOE (U.S. Department of Energy), *Moab UMTRA Project FY2015 Emergency Readiness Assurance Plan* (DOE-EM/GJ2189)
- DOE (U.S. Department of Energy), *Moab UMTRA Project Cause Analysis Procedure* (DOE-EM/GJ1663).
- DOE (U.S. Department of Energy), *Moab UMTRA Project Condition Reports Procedure* (DOE-EM/GJRAC1671).
- DOE (U.S. Department of Energy), *Moab UMTRA Project Corrective Action Procedure* (DOE-EM/GJTAC1562).
- DOE (U.S. Department of Energy), *Moab UMTRA Project Emergency/Incident Response Key Personnel/Agencies and Contact Information* (DOE-EM/GJ1757).
- DOE (U.S. Department of Energy), *Moab UMTRA Project Flood Mitigation Plan* (DOE-EM/GJ1640).
- DOE (U.S. Department of Energy), *Moab UMTRA Project Health and Safety Plan* (DOE-EM/GJ1038).
- DOE (U.S. Department of Energy), *Moab UMTRA Project H&S Suspected Hazardous Residual Radioactive Material Response Procedure* (DOE-EM/GJRAC2160).
- DOE (U.S. Department of Energy), *Moab UMTRA Project Incident Reporting Procedure* (DOE-EM/GJ2136).
- DOE (U.S. Department of Energy), *Moab UMTRA Project Occurrence Reporting Procedure* (DOE-EM/GJ2135).
- DOE (U.S. Department of Energy), *Moab UMTRA Project Operating Experience/Lessons Learned Procedure* (DOE-EM/GJ1568).

DOE (U.S. Department of Energy), *Moab UMTRA Project Radar Alarm Notification List* (DOE-EM/GJ2166).

DOE (U.S. Department of Energy), *Moab UMTRA Project Records Disaster Prevention, Mitigation, and Recovery Plan* (DOE-EM/GJ1524).

DOE (U.S. Department of Energy), *Moab UMTRA Project Records Management Manual* (DOE-EM/GJ1545).

DOE (U.S. Department of Energy), *Moab UMTRA Project Site Security Plan* (DOE EM/GJ1532).

DOE (U.S. Department of Energy), *Moab UMTRA Project Spill Prevention, Control, and Countermeasure Plan* (DOE-EM/GJRAC1477).

DOE (U.S. Department of Energy), *Moab UMTRA Project Transportation Plan* (DOE EM/GJ1639).

DOE (U.S. Department of Energy), Order 151.D, “Comprehensive Emergency Management System.”

DOE (U.S. Department of Energy), Order 210.2A, “DOE Corporate Operating Experience Program.”

DOE (U.S. Department of Energy), Order 440.1B, “Worker Protection Management for DOE (Including the National Nuclear Administration) Federal Employees.”

DOE (U.S. Department of Energy), Order 470.4B, Admin Chg 1, “Safeguards and Security Program.”

Appendix A.
Emergency/Incident Response Plan for the Grand Junction Office

Appendix A.

Emergency/Incident Response Plan for the Grand Junction Office

1.0 Introduction

This appendix to this EIRP contains information intended to minimize adverse impacts on the safety and health of DOE, contractor, and subcontractor personnel during an emergency while working in support of the Moab UMTRA Project at the following location.

Bank of Colorado Building
200 Grand Avenue, Suites 500 and 319
Grand Junction, CO 81501

1.1 Work Description

Personnel at the Grand Junction office perform administrative and technical functions in an office setting in support of the Project.

1.2 Scope

This appendix is applicable to emergencies that may occur at or near the Grand Junction office.

2.0 Emergency Contact List

This section identifies the responsibilities of personnel and agencies that are crucial to handling an emergency. Key contacts and phone numbers are contained in the *Emergency Contact List*.

2.1 FPD (*Public Information Officer*) and TAC Public Affairs Manager

Roles of the FPD (*Public Information Officer*) and TAC Public Affairs Manager include:

- Serving as the primary spokesperson for DOE for the Project.
- Providing interface between DOE and the media.
- Notifying DOE headquarters, EMCBC, and other agency contacts listed in *Emergency Contact List* about emergency conditions, classifications, and status, as required.

2.2 TAC Emergency Response Director (*Incident Commander*)

Roles of the TAC Emergency Response Director (*Incident Commander*) include:

- Interfacing with the Grand Junction site personnel, landlord, and DOE personnel.
- Maintaining executive control of emergency situations on site.
- Directing emergency response actions using personnel and resources to mitigate the consequences of the emergency.
- Authorizing office-wide evacuation of personnel.
- Verifying site personnel accountability.
- Maintaining a TAC succession of authority.
- Protecting the safety and health of the public and office personnel.

Appendix A.

Emergency/Incident Response Plan for the Grand Junction Office (*continued*)

2.3 TAC SH&Q Manager (*Liaison Officer*)

Roles of the TAC SH&Q Manager (*Liaison Officer*) include:

- Advising the Emergency Response Director (*Incident Commander*) on the health and safety aspects of an emergency condition or event.
- Providing a current inventory of chemicals and hazardous substances, materials, or wastes on site and identifying storage locations to off-site EROs.

2.4 TAC Emergency Response Coordinator (*Safety Officer*)

Roles of the TAC Emergency Response Coordinator (*Safety Officer*) include:

- Assisting the SH&Q Manager with emergency response actions.
- Developing, implementing, and updating the Grand Junction office EIRP.
- Ensuring pertinent emergency information is adequately communicated to Grand Junction office personnel via training, briefings, and postings.
- Coordinating emergency response activities with off-site response organizations.
- Ensuring the emergency intercom communication system is available and operational and conducting an annual test of the intercom.
- Planning and conducting training, drills, and other emergency preparedness activities.
- Assisting with preparation of records of emergency response events, including incident investigation reports, for emergency response improvement and noteworthy practices.
-

2.5 TAC Public Affairs Manager (*Public Information Officer*)

Roles of the TAC Public Affairs Manager (*Public Information Officer*) include:

- Serving as the primary spokesperson for both contractors at the Grand Junction site.
- Issuing news releases and contacting local, state, and federal agencies with the approval of the FPD.

2.6 Receptionist

Roles of the Receptionist include:

- Answering 222 calls and other emergency notifications.
- Maintaining current list of Grand Junction office personnel, visitors, contractors, and others that may be in the Grand Junction office.

3.0 Off-site, EROs and Responsibilities

Emergency services available in Grand Junction should be adequate for the emergency events likely to be associated with the Grand Junction office. This section identifies the emergency services that each of the off-site EROs will provide to the Grand Junction office. Contact information for off-site emergency response agencies is provided in the *Emergency Contact List*.

Appendix A.

Emergency/Incident Response Plan for the Grand Junction Office (*continued*)

3.1 Grand Junction Police Department

Roles of the Grand Junction Police Department include:

- Providing law enforcement protection, assisting with emergency response, and all other law enforcement services consistent with reasonable and prudent law enforcement practices.
- Coordinating emergency law enforcement services.
- Providing a suitable area or other accommodations for use as an emergency operations center if requested by DOE.

3.2 Grand Junction EMS and Fire Department

Roles of the Grand Junction EMS and Fire Department include:

- Providing emergency medical services for all injured or ill DOE, contractor, subcontractor, vendor employees, and office visitors.
- Transporting injured personnel by ambulance to medical facilities.

3.3 St. Mary's Hospital

Role of the St. Mary's Hospital include:

- Providing medical treatment of injured or ill personnel.

4.0 Contingency Planning

The objective of contingency planning is to be prepared to safely respond to emergencies before they occur. Contingency planning also ensures this appendix is compatible with the emergency response plans and capabilities of the local emergency response service organizations.

4.1 Training

The following training shall be provided to and completed by subject personnel:

- Completion of the Grand Junction emergency response training course is required for all workers assigned to the Grand Junction office. Training will include information on basic emergency response procedures and any lessons learned from actual implementation of this EIRP or training drills conducted to test this EIRP.
- Completion of Grand Junction emergency response training for the administrative staff is required for those personnel whose job duties include receptionist activities. This training will include information on their roles and responsibilities as a receptionist during an emergency and event notification.

4.2 Guidance for Emergency Actions

Guidance for use during specific types of emergencies is provided in Attachment 1 of this EIRP and is meant to be used by any staff member in the event of an emergency. The purpose of this guidance is to provide instructions or checklists (see Attachment 2) that, when followed, will increase the likelihood of a proper response to the event. Because each incident is unique, the guidance is not mandatory and does not replace clear thinking.

Appendix A.

Emergency/Incident Response Plan for the Grand Junction Office (*continued*)

4.3 Drills

Drills are periodically performed to practice response to a variety of possible emergencies and to evaluate response to possible emergencies. Drills may be desktop exercises or may involve detailed coordination and physical role-playing.

5.0 Emergency Actions

5.1 Evacuation Actions

If an evacuation of the Grand Junction office is required, personnel are notified via the intercom system, phone, or word of mouth (verbal communication). In the event of an evacuation:

- Obtain urgent personal items if they are nearby.
- Evacuate through the nearest and safest stairway. Do NOT use the elevator during a fire.
- Go directly to the evacuation assembly area located at the northeastern corner of the Bank of Colorado parking lot (corner of North 3rd Street and Ouray Avenue).
- Building Wardens will sweep the area and will proceed to the evacuation assembly area once their area is confirmed clear of personnel.
- The most senior supervisor will obtain the list of personnel and visitors from Reception and will take personnel accountability at the assembly area.
- ALL personnel will remain at the assembly area until directed otherwise by the Emergency Response Director (*Incident Commander*).

5.2 Fire Actions

In the event of a fire:

- Go to nearest fire alarm station and pull the alarm. Be sure to perform this action in an area safe to do so.
- Follow the instructions in Attachment 1.

5.3 Shelter in Place Actions

A shelter in place notification is made via the intercom system. Once notified, go to the nearest work area and perform the following.

- Shut all doors, windows, and vents (as applicable).
- Turn off all outside air ventilation equipment (as applicable).
- Remain indoors until further direction is provided.

5.4 Medical Emergency Actions

In the event of a medical emergency (e.g., heart attack, severe bleeding, unconsciousness), perform the following.

- Call 9-911 to report the emergency.
- Call 222 to notify the Receptionist during normal working hours.

Appendix A.

Emergency/Incident Response Plan for the Grand Junction Office (*continued*)

- Provide first aid or CPR if trained and/or able.
- Assist responders as requested and able.

Figure A-1 shows the travel route from the Bank of Colorado building to St. Mary's Hospital.



Figure A-1. Travel Route to St. Mary's Hospital from the Bank of Colorado Building

5.5 Bank Robbery Actions

If a bank robbery occurs, the Bank of Colorado uses a silent alarm and locks all of its doors and the remaining building doors, if required. If they are able, Bank of Colorado personnel will notify the Receptionist of the event. The Receptionist will then notify the Emergency Response Director (*Incident Commander*).

Appendix A.

Emergency/Incident Response Plan for the Grand Junction Office (*continued*)

Employees will be notified to shelter in place at the nearest work area and take the following actions.

- Lock the access doors to the area (e.g., stairways).
- The Receptionist should move to the main office area.
- Allow office entry only to recognizable personnel (e.g., police, coworkers, familiar building tenants).
- Await further instruction.

If Bank of Colorado personnel are unable to make notifications, and suspicious circumstances suggest a robbery is in progress (i.e., arrival of several police officers or observation of behavior suggestive of a bank robbery), notify the Emergency Response Director (*Incident Commander*) and shelter in place in the nearest work area and follow the instructions above.

5.6 Bomb Threat Actions

In the event of a bomb threat:

- Remain calm.
- Using the Bomb Threat Checklist (Attachment 2 to this EIRP), obtain as much information as possible from the caller.
- When the call ends, report the situation immediately to the Receptionist (dial 222).
- Personnel will be directed by the Emergency Response Coordinator (*Safety Officer*) regarding further response actions.

If the employee does not feel safe remaining in the office, notify the supervisor and go directly to the evacuation assembly area.

6.0 Notifications, Communications, Evacuation Routes, Assembly Area, and Accountability

6.1 Event Notification

In the event of an emergency, perform the following.

- Call 9-911 to report the emergency.
- Call 222 to notify the Receptionist during normal working hours.

During non-working hours, personnel should dial 9-911 to report an emergency, its nature, and its location. Personnel shall then immediately report it to the Emergency Response Director (*Incident Commander*).

Grand Junction office personnel are to report emergency events and their locations to the Receptionist during normal working hours by dialing 222.

Appendix A.

Emergency/Incident Response Plan for the Grand Junction Office (*continued*)

6.2 Communication

Communication can occur verbally, through the intercom system, by telephone, by cell phone, or by pulling a fire alarm.

6.3 Evacuation Routes

Evacuation of the Bank of Colorado building is to occur via the nearest and safest exit. During a fire emergency, personnel are to use the stairs, NOT the elevator.

6.4 Assembly Area and Accountability

The Grand Junction office assembly area is at the northeastern corner of the Bank of Colorado parking lot (corner of North 3rd Street and Ouray Avenue). The most senior supervisor will obtain the list of personnel and visitors from Reception and will take personnel accountability at the assembly area.

7.0 Reporting and Post-emergency Response Incident Investigation

7.1 Reporting Requirements

All emergencies must be reported using the Incident Report Form 1743 (see Attachment 3) regardless of the nature of the emergency involved. The Incident Report Form is included as an attachment to this EIRP and is available on the Moab UMTRA Project's Sharepoint website. Incident Report Forms are initiated by the person involved in the incident or by a person who has seen the incident. On completion, the Incident Report is submitted to the FPD.

The SH&Q Manager (*Liaison Officer*) categorizes the event in accordance with the criteria in the *Incident and Occurrence Reporting Procedures*. The FPD will notify DOE headquarters and EMCBC personnel, listed in *Emergency Contact List*, of emergencies in accordance with DOE requirements.

7.2 Post-emergency Critique

A post-emergency critique shall be initiated by the Emergency Response Director (*Incident Commander*) as soon as practicable following stabilization of the emergency condition. If classification of the emergency or results of the critique indicate that further investigation is required, the Emergency Response Director (*Incident Commander*) and the SH&Q Manager (*Liaison Officer*) shall initiate additional investigation.

7.3 Lessons Learned

Lessons learned from the critique and investigation shall be formally documented and distributed to appropriate personnel to prevent a similar emergency condition. In addition, lessons learned will be incorporated into Project personnel training and used to amend this appendix and institute corrective measures and procedures to avoid similar occurrences in the future.

Appendix B.
Emergency Public Information Plan

Appendix B. Emergency Public Information Plan

Purpose

This plan addresses the requirements in DOE O 151.1C for an Emergency Public Information Plan and addresses public affairs activities in emergency situations to ensure necessary actions will be planned and coordinated.

DOE policy requires accurate, candid, and timely information, consistent with requirements of the Freedom of Information Act (5 USC 552) and the Privacy Act (5 USC 552a), be provided to site workers and the public during all emergencies. For purposes of this Plan, “public” includes news media and local, state, and federal officials, as appropriate. DOE will coordinate joint news releases and public statements with other involved agencies, as appropriate.

Responsibilities

The main responsibility for communication with site workers falls on the RAC Emergency Response Coordinator. The main responsibility for communication with the public during emergencies falls on the FPD and TAC Public Affairs Manager. The roles and responsibilities of these individuals during emergencies are described in Section 2.1 of the *EIRP*.

Information Releases

Following preparation of a draft news release or statement by the TAC Public Affairs Manager, the FPD will review and approve the draft. The Public Affairs Manager will coordinate with the EM-3, External Affairs, and Consolidated Business Center points-of-contact for the Project to get Headquarters’ and EMCBC’s approval to distribute the release. The approved release will be issued to local media and other members of the public, as appropriate, by email. The Project maintains contact information for stakeholders in a database.

In accordance with the Incident Communication Protocol developed by and established with Grand County, the FPD or Public Affairs Manager will notify Grand County of any incidents that may materially affect the citizens of Grand County and/or its visitors. The Project will provide the nature of the incident and any expected impacts to Grand County citizens or visitors. Notification will be made to the Project Liaison, if possible; otherwise, notification will be made to other county personnel in the order listed in the protocol. The first person contacted by the Project will notify the others on the list.

Responding to Media Inquiries

In addition to a news release or statement, the Public Affairs Manager will prepare responses to potential questions in anticipation of media calls to the incident or news release/statement. These will follow the same review process as for news releases/statements.

Any calls received from the media will be logged. The FPD will use preapproved responses to questions as appropriate. Additional questions will be logged, and a draft response will be prepared and sent through the review process described above before responding to the media.

Appendix B. Emergency Public Information Plan (*continued*)

Press Conferences

Because of the relative lack of hazards posed by Project activities that have the potential to affect the public immediately and in a significant way, the need to hold a press conference during a site emergency is probably rare. If such an incident were to occur at the Moab site, the FPD would likely hold a press conference at the turnout off SR 279 near the Project information kiosk. This publicly accessible location allows good visibility of many of the tailings excavation and loading activities while not interfering with the emergency response. If a significant incident occurred near the Crescent Junction site, the FPD would likely hold a press conference in the administrative parking lot to minimize interference with the emergency response, although visibility of transport and disposal activities from this location is limited.

Training and Exercises

The FPD and Public Affairs Manager will complete the annual emergency response computer-based training refresher courses and the one-time, position-specific training courses offered through the DOE Emergency Operations Training Academy as indicated in Table 2 of this Plan. These individuals will also participate in annual site-level drills to include simulating notifications to media and other members of the public.

Records

Any public affairs materials used as part of an emergency response will be managed according to the *Records Management Manual*. Materials to be kept as records can include final approved news releases, media distribution lists, briefing and background materials, and medial call logs from the event.

Attachment 1.
Emergency/Incident Action Instructions

Attachment 1. Emergency/Incident Action Instructions

Emergency/Incident Response Actions

Remain calm

DO NOT compromise your safety during the response

On discovery of **any Emergency/Incident**, the following actions should be taken.

- Stop work safely – stop activities in the area and place them in a safe state.
- Clear the designated radio channel, and announce that there is an emergency/incident.
- Warn others – notify supervision and/or Health and Safety.
- Communicate the location and nature of the emergency/incident – describe as best as possible the location of the emergency/incident and what has happened so that the proper response can be made.
- Isolate and protect the area (unless doing so puts the employee at risk) – keep unnecessary personnel out of the immediate area to help preserve the scene and to assist with a prompt response.
- Help wherever possible.
- Provide statement of what happened.

BLT — Breathe, Look, and Think

Our minds can process a lot of information in a short period of time. Please breathe, look, and think before and while responding. Do what is reasonable and prudent. Do not compromise your own safety. If we work together as a team, we will get through the situation successfully.

Additional actions for:

Bomb Threat

If a bomb threat is received, keep as calm as possible. Keeping the telephone caller on the telephone line is important so that as much information as possible can be obtained. Use the Bomb Threat Checklist (Form 1520) and Emergency Response Checklist (Form 1521) to record this information.

The receiver of the call should try to have someone else notify the Emergency Response Director (*Incident Commander*) of the bomb threat while he or she remains on the line. A bomb threat may be followed by a site evacuation depending on information obtained from the caller.

Fire

- Notify the supervisor from a safe area. Provide information on any other hazards that are known to be present in the fire area (e.g., radioactive or chemical hazards, presence of volatile or combustible materials).
- Stop the cause of the fire if possible (e.g., stop hot work, de-energize electrical equipment). Do NOT attempt to isolate the source of the fuel for the fire or approach a vehicle on fire.
- Attempt to put out a small (just beginning) fire with a fire extinguisher only if the evacuation route is clear, the employee has been trained, and the employee has decided it is safe to do so.
- Move personnel upwind to a safe distance away from the affected area.
- Isolate the affected area and establish control boundaries, if possible.

Attachment 1. Emergency/Incident Action Instructions (*continued*)

Floods

Refer to the *Moab UMTRA Project Flood Mitigation Plan* (DOE-EM/GJ1640) for detailed information on flood preparation and mitigation actions.

Abnormally heavy localized rains may cause flooding in areas of the site. If this occurs:

- Notify supervisor who will then notify the RAC Emergency Response Director (*Incident Commander*) of the pending flood condition and wait for his or her declaration of a flood emergency.
- Move vehicles and equipment to high ground.

Heavy rains north of the Moab site may cause the Moab Wash to flow. In this event:

- Notify supervisor who will then notify the RAC Emergency Response Director (*Incident Commander*).
- Do not cross the flooded area unless directed to. If alternate routes to exit areas are needed, the supervisor will direct these efforts. If the lower crossing is affected, contact Radiological Control to survey the area before traveling through this area after waters subside.

Hillside Slippage Incident on Moab Rail Bench

If slippage is noticed, stop work in the area and notify the supervisor. Direct personnel in the area to shelter in a safe evacuation area such as behind the protective wall, in the concrete shelter or evacuate to the Support Area (Queue), perform accountability of workers in the area, and make notifications to supervision. The area will be evaluated to determine if it is safe to resume work and what corrective actions are needed before work resumes. Special care and rescue techniques for incidents that occur on the rail bench shall be addressed and the hillside determined safe for rescue activities before any rescue attempts are made. Area EMS and rescue services will be made aware of the event and conditions.

Critical Stability Alarm or Rockfall on Moab Rail Bench

When the Critical Stability Alarm threshold has been exceeded, an alarm will be transmitted to individuals listed on the *Moab UMTRA Project Radar Alarm Notification List* (DOE-EM/GJ2166). Workers on the rail bench will be notified if the hillside radar activates a Critical Stability Alarm. This notification will be transmitted by either Project two-way radios or by the radar's internal communications systems.

There are two important factors when responding to a Critical Stability Alarm.

1. The first factor is to develop a rail bench exit strategy regardless of the location on the bench. This will require workers to continuously evaluate their surroundings and know which direction is best to evacuate should a radar system alarm activate or if an actual rockfall is observed by the worker.
2. The second factor is when workers on the rail bench are alerted by the radar system that the stability of the hillside is considered critical, meaning that there is high probability of a rockfall occurring within a relatively short period of time. When this occurs, workers must immediately proceed off the rail bench in an orderly fashion (see Table 1). If a worker finds themselves in an actual rockfall event, the following actions should be taken by the worker based on their assigned tasks on the rail bench (see Table 2).

Attachment 1. Emergency/Incident Action Instructions *(continued)*

Table 1. Emergency Response Actions for a Critical Stability Alarm on the Rail Bench

Tasks	Actions
Ground Personnel (e.g., railcar inspectors, mechanics, culvert maintenance personnel, hillside inspectors)	If the vehicle is close by, promptly return to the vehicle and proceed off the rail bench using the normal downhill road. Once off the rail bench and out of the traffic pattern, immediately report to the supervisor. If the vehicle is not accessible, position yourself behind a railcar, behind the protective wall, or in the concrete shelter and radio for an immediate pickup by the next available haul truck or next vehicle moving through the rail bench.
Gantry Crane Operators	If the crane is connected to a container, lower the container on to a railcar (if possible) to ensure there is a clear path for vehicles to pass through and exit the rail bench. When out of the gantry crane and positioned behind a railcar, behind the protective wall, or in the concrete shelter, radio for an immediate pickup by the next available haul truck or next vehicle moving through the rail bench.
Drivers going up the south haul road (including haul trucks and other types of vehicles).	Continue on the normal route, but do NOT stop to offload the container (if applicable). Be on the lookout for ground personnel in need of a ride off the rail bench. Be prepared to stop, pick up workers, and deliver them back to the Support Area (Queue) area. To expedite recovery of personnel from the rail bench, it is acceptable to transport more personnel than a vehicle has seat belts for.

Table 2. Emergency Response Actions for a Rockfall Event on the Moab Rail Bench

Tasks	Actions
Ground Personnel (e.g., railcar inspectors, mechanics, culvert maintenance personnel, hillside inspectors)	Proceed away from the rockfall and toward a safety barrier (protective wall or concrete shelter) or railcar that would provide physical protection from falling rocks. Contact the supervisor by radio and notify him or her of the current location on the rail bench. Remain within the safety barrier or behind a railcar until directed to proceed elsewhere or until emergency/rescue personnel arrive on the scene and direct them towards safety.
Gantry Crane Operators	If the crane is connected to a container; lower the container onto a railcar (if possible) to ensure there is a clear path for vehicles to pass through and exit the rail bench. Exit the cab of the gantry crane and position yourself behind a railcar or safety barrier (such as the protective wall or concrete shelter), radio for an immediate pickup by the next available haul truck or next vehicle moving through the rail bench. Stay in place until picked up or until conditions are considered safe.
Drivers going up the south haul road (including haul trucks and other types of vehicles).	If safe to do so, stop approximately three truck and trailer lengths (~100 feet) from the start of the turn at the top of the hill. If it is safer based on the location of the rockfall, continue up the south haul road, and position the truck/vehicle behind the protective wall. Contact the supervisor by radio and notify him or her of the current location on the haul road.
Drivers on the Rail Bench (including haul trucks and other types of vehicles).	Drivers will be required to assess the situation to determine the best course of action: (1) either pull up next to the closest safety barrier (protective wall or railcar) and stop (if the rockfall is occurring in front of the employee), or (2) proceed forward if the rockfall is behind the employee. If stopped next to a safety barrier, contact the supervisor by radio and notify him or her of your current location on the rail bench.

Attachment 1. Emergency/Incident Action Instructions (*continued*)

NOTE: Vehicles involved in the recovery and transport of rail bench personnel may travel up the downhill road (north haul road) to eliminate travel in Zone 1. Radio communication may be necessary to avoid confrontation with other vehicles traveling down the north haul road.

NOTE: To expedite recovery of personnel from the rail bench, it is acceptable to transport more personnel than a vehicle has seat belts for.

NOTE: The steep dirt road near the apex of the curve at the top of the uphill haul road may be used to avoid a rockfall event. However, it is not recommended to travel down the road with a loaded haul truck and trailer. Drivers must use their best judgment in a rockfall event and act according.

Material Spills

Actions in the event of a spill of petroleum products, hazardous substances, and RRM at Project sites are provided in the *Health and Safety Plan* and the *Spill Prevention, Control, and Countermeasure Plan*.

Medical Emergencies/Incident

- Communicate number of injured, type of injury, and the severity to the supervisor.
- Supervisor will inform the Operations/Site Manager (*Incident Commander*), who will mobilize on-site EMRs and call off-site EMS if necessary.
- If the scene is safe to enter, commence providing first aid or CPR, if trained and able, until relieved by site EMR or EMS personnel.
- Assist EMRs and be ready to assist with directing EMS to the location of the injured.
- If the injured worker(s) are in the CA, additional supplemental actions may be necessary.

Supplemental Actions for an Injured Contaminated Worker

Always remember that the severity of the injury will dictate the effort of decontamination of the injured.

- If the injured person is radiologically contaminated and will be transported to Moab Regional Hospital, notify EMS personnel, who will then notify Moab Regional Hospital that a person with contamination will be arriving at the hospital.
- The Radiological Control Manager will assign an RCT with radiological survey instruments to travel with the injured person to the hospital.
- The RCT will monitor radiological conditions and advise hospital staff on measures to minimize further contamination.
- The RCT will perform radiological surveys of hospital staff, facilities, and equipment after treatment is complete and will assist with decontamination as necessary.

Moab Utility Corridor Incident

A utility corridor runs along the northern boundary of the Moab site that contains underground high-pressure gas lines and overhead high-voltage electrical lines. Notification to the respective utility must be made if any incident is likely to occur due to contact or suspected damage to the utility. If an incident occurs in this area, an evacuation of the site may be necessary by means of an alternative evacuation route. An alternative evacuation route shall be established and site personnel notified of such route(s).

Attachment 1. Emergency/Incident Action Instructions (*continued*)

Public Disturbance

If DOE or contractor property is being damaged or site personnel are in immediate danger, dial 9-911 to request law enforcement assistance as appropriate. Contact the Emergency Response Director (*Incident Commander*) for declaration of a shelter in place or evacuation emergency. Follow instructions above for either declaration. Notify the DOE Facility Representative or the FPD and maintain communication with him or her.

Shelter in Place

- Shut all doors, windows, and vents
- Turn off all outside air ventilation equipment
- Remain indoors until further direction is provided

Site Evacuation

- On notification by the Emergency Response Director (*Incident Commander*), exit the affected area of the site, using the evacuation route established from the present location. In the event the designated area is inaccessible, listen to radio for instructions (except in Grand Junction). If a full evacuation of the site is necessary, employees will be informed on the evacuation routes.
- Go to the designated assembly area as follows.
 - Personnel inside the CA shall assemble at the Access Control Trailer and await further instructions.
 - Personnel outside the CA shall assemble in the main parking lot for their area.
 - Personnel in the well field (Moab) shall assemble at the southern gate to the access road.
- In the event that prevailing winds put the primary assembly areas downwind of the accident site, workers shall be directed by radio to the assembly area.
- Do not eat, drink, smoke, or chew during the evacuation or in the assembly area.
- Help disabled or impaired persons evacuate the affected area.
- If able, the last person out should sweep the area to ensure all personnel are out before proceeding to the assembly area.
- The supervisor or most senior person at each assembly area will notify the Emergency Response Director (*Incident Commander*) by radio of the personnel present at that area.
- Await further instructions from the Emergency Response Director.

Transportation Incident

Actions in the event of an incident during the transport of RRM are provided in the *Transportation Plan*.

Weather

If weather conditions that affect the work area exist, notify the supervisor and pause work safely.

High winds – Shelter in a building or vehicle until winds subside, and it is safe to resume work. Check work areas when work is resumed for any wind damage.

Heavy rain/snow – During periods of heavy rains/snow, work will be paused if conditions are deemed unsafe; work will resume once conditions are deemed safe. During these periods, shelter in a building or vehicle until notified it is safe to resume work.

Lightning – When a lightning shutdown is called, move indoors or into a rubber-tired vehicle.

Attachment 1. Emergency/Incident Action Instructions (*continued*)

Weather conditions will be monitored by H&S and supervision. Notification will be given once lightning has exited the area and it is safe to resume work activities.

Emergency Event Reporting during Working Hours

- Call 9-911 to report the emergency event.
- Call 222 to notify the Receptionist of the emergency event.
- Follow the response protocol identified for the type of event involved.
- If a phone is not available, announce via radio to report the event.

Emergency Event Reporting during Off Hours

- Dial 9-911 if needed
- Notify the RAC On-call Manager by phone at 970-361-8335.

Attachment 2.
Emergency Checklist Forms 1520 and 1521

Attachment 2. Bomb Threat Checklist Form 1520

Moab UMTRA Project Bomb Threat Checklist

Use Emergency Contact List (DOE-EM/GJ1757 on SharePoint) for All Phone Numbers

STAY CALM

Keep the caller on the line.
Ask the caller to repeat the message.

Try to obtain the following:

1) Exact Message: *Request more data by expressing desire to save lives.

- A. TIME bomb set to go off: _____
- B. Exact LOCATION of bomb: _____
(building, floor, room, etc.)
- C. What bomb LOOKS LIKE: _____
(type of explosive, how it is packaged, etc.)
- D. WHY bomb was placed: _____
- E. WHO placed the bomb: _____

2) Information about Caller/Call:

- A. Caller's NAME: _____
(may inadvertently be said)
- B. Background NOISES and noise levels: _____
(street sounds, baby crying, etc.)
- C. SEX: Male Female
- D. AGE: Adult Child Estimated AGE: _____
- E. Pitch of VOICE: Low Moderate High
- F. SPEECH: Slow Excited Broken
 Rapid Loud Accent: _____
 Normal Disguised Sincere
 Impediments: _____
(drunk, lisp, etc.)

- 3) Time of Call:** Time Received: _____ Date Received: _____
Time Ended: _____ Date Ended: _____

4) Person Receiving Call:

Name: _____ Extension: _____
Room: _____ Building: _____

5) Witnesses: (if applicable)

6) 911 Notification: Yes No _____

7) Site/Operations/Program Manager Notification: Yes No _____

8) TAC Security Officer Notification: Yes No _____

9) DOE Notifications: Yes No _____

Attachment 2. Emergency Response Checklist Form 1521

Moab UMTRA Project Emergency/Incident Response Checklist

Site: Moab Crescent Junction Grand Junction

Location: _____

Type of Emergency: _____

Date/time: _____

(e.g., fire, medical, spill, vehicle accident, radiological incident)

Does the emergency involve radiological contamination? Yes No Unknown

Does the emergency involve injured personnel? Yes No Unknown If Yes, how many: _____

Does the emergency require outside emergency services Yes No Unknown

Check applicable boxes when item is completed	Performed by/Method	Time
<input type="checkbox"/> Emergency services notified (911)		
<input type="checkbox"/> Emergency Response Director/Incident Commander notified Name: _____		
<input type="checkbox"/> Site Health and Safety Manager notified Name: _____		
<input type="checkbox"/> Security Guard notified Name: _____		
<input type="checkbox"/> Project/Program Manager notified Name: _____		
<input type="checkbox"/> DOE notified <input type="checkbox"/> Federal Project Director: _____ <input type="checkbox"/> ESH&QA Manager: _____ <input type="checkbox"/> Facility Representative: _____		
<input type="checkbox"/> Site Emergency Medical Responders notified Name: _____		
<input type="checkbox"/> On scene lead (coordinator) designated Name: _____		
<input type="checkbox"/> Evacuation ordered		
<input type="checkbox"/> Area sweep		
<input type="checkbox"/> Accountability taken		
<input type="checkbox"/> Shelter in place/take cover ordered		
<input type="checkbox"/> Public Affairs Manager notified		
<input type="checkbox"/> TAC Security Manager notified		
<input type="checkbox"/> Other sites notified <input type="checkbox"/> Moab <input type="checkbox"/> CJ <input type="checkbox"/> GJ		
<input type="checkbox"/> Other notification:		
<input type="checkbox"/> Other notification:		
<input type="checkbox"/> Categorization of emergency completed Name: _____	Operational Emergency: <input type="checkbox"/> Yes <input type="checkbox"/> No ORPS Reportable: <input type="checkbox"/> Yes <input type="checkbox"/> No ORPS categorization:	
<input type="checkbox"/> Additional reports/notification needed due to categorization <input type="checkbox"/> Type of reports/notifications:	Assigned to:	
<input type="checkbox"/> Incident Report required	Assigned to:	

Sample

All clear/re-entry authorized by: _____

Date/time: _____

Checklist completed by: _____

Date/time: _____

Attachment 3.
Incident Report Form 1743

Attachment 3. Incident Report Form 1743

Incident Reports shall be initiated as soon as possible after the event, should be initiated the same day as event, and must be initiated no later than close of the business day following the event.

Environmental Management - Grand Junction Office



Incident Report

Incident Report Number (assigned by Health and Safety):

Part 1 - General Information

Date of Incident: Time of Incident: Location:

Critique Date: Critique Time: Critique Location:

Report initiated by (print): Date/Time:

Initial

Revision

Final

Category (select all that apply)

Injury/Illness

Radiological Incident

Vehicle Accident

Environmental Spill or Release

Government Property Damage or Theft

Facility Condition (flood, etc.)

Near Miss (ORPS Reportable)

Fire

Other

Sample

Part 2 - Description of Incident

(Please provide a brief description.)

Work Care/Occupational Medical Provider Notified (Injury/Illness Only)

Witness Statement Completed

Photographs Taken

Attachment 3. Incident Report Form 1743 (continued)

Part 3 - Immediate Correction Action

(Please describe what steps were taken to make the area safe and to correct the situation.)

Part 4 - Internal RAC/TAC Notifications

	NAME	BY WHOM	DATE	TIME
Immediate Supervisor <i>(mandatory)</i>				
Operations/Site Manager <i>(mandatory)</i>				
Health and Safety Manager <i>(mandatory)</i>				
Additional Notification <i>(as applicable)</i>				
Additional Notification <i>(as applicable)</i>				
Additional Notification <i>(as applicable)</i>				
Additional Notification <i>(as applicable)</i>				

Sample

Part 5 - External Notification by RAC/TAC Management

	NAME	BY WHOM	DATE	TIME
DOE Federal Project Director <i>(mandatory)</i>				
DOE Facility Representative <i>(mandatory)</i>				
DOE ESH&QA Manager <i>(mandatory)</i>				

Attachment 3. Incident Report Form 1743 (continued)

Part 6 - Additional Reporting Requirements

	YES	NO	REPORT NUMBER
<i>ORPS Reportable?</i> Operations/Site Manager	<input type="checkbox"/>	<input type="checkbox"/>	<input style="width: 100%;" type="text"/>
<i>OSHA Recordable Injury/ or Illness? (Requires CAIRS Report)</i> Health and Safety Manager	<input type="checkbox"/>	<input type="checkbox"/>	<input style="width: 100%;" type="text"/>
<i>Condition Report?</i> Quality Assurance Manager	<input type="checkbox"/>	<input type="checkbox"/>	<input style="width: 100%;" type="text"/>
<i>Other Local, State, or Federal Notification?</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input style="width: 100%;" type="text"/>

Part 7 - Analysis by Responsible Supervisor/Line Manager

Sample

Part 8 - Corrective Actions to Prevent Recurrence *(Adequately describe the corrective action(s).)*

Corrective Action/Objective Evidence Due Date

Responsible Supervisor/Line Manager

Signature

Date Completed

Health and Safety Concurrence

Signature

Date Closed

Attachment 4.
Emergency Notification Form

Attachment 4. Emergency Notification Form

DOE G 151.1-4
7-11-07

C-1

APPENDIX C. Emergency Notification Form

The following form is a sample providing the types of information that should be included in emergency reports used in notifying offsite authorities, including Tribal, State, and local agencies and all three tiers of the emergency response system: facility/site or activity, Cognizant Field Elements, and DOE/NNSA Headquarters. This form is designed to support the reporting requirements of DOE O 151.1C, but does not necessarily fulfill DOE O 231.1A Chg 1 occurrence reporting requirements. Data is only filled out if it applies or is appropriate. For example, release data would not be filled out if presently unknown or it does not apply for the particular event. All available information should be provided; however, initially the only items that need to be filled out are the top part and those items with an asterisk by the line number.

Attachment 4. Emergency Notification Form (*continued*)

C-2

DOE G 151.1-4
7-11-07

(Security Classification & Category)

EMERGENCY NOTIFICATION FORM

INITIAL NOTIFICATION STATUS UPDATE TERMINATION

As of: Date _____ Time (include zone): _____

Received by (to be filled upon receipt):

Name: _____ Date: _____ Time (include zone): _____

1. *Sent by:

Name: _____ Position: _____ Telephone: _____
Organization: _____ Site/Location: _____
Facsimile: _____ Building/Facility: _____

2. *Incident Location:

3. *Emergency Category/Classification: *Operational Emergency*

Not Classified OE: General Health and Safety Environmental

Offsite DOE Transportation Safeguards and Security Biological

Classified OE: Airborne Hazardous Materials Release (Radioactive or Chemical)

- Alert
- Site Area Emergency
- General Emergency

(Security Classification Level & Category)

Attachment 4. Emergency Notification Form (continued)

DOE G 151.1-4
7-11-07

C-3

(Security Classification Level & Category)

4. *Description of Incident (include dates/times/time zones):

5. *Casualties, if any (Identify if DOE Employee or contractor or public. Include number of personnel, nature of injuries, treatment status, and next-of-kin notifications):

6. *Status of affected facility/site or activity:

7. *Status of other facilities/operations/activities on the site:

8. Release Information (if any):

A. *Release in Progress: Yes No

B. Material: Radiological Chemical Biological

C. Nature of release: Airborne Waterborne Ground

Status: Continuing Intermittent Terminated

Source: _____ Quantity: _____ Rate: _____

Material: Name _____ Concentration _____

Other release information:

(Security Classification Level & Category)

Attachment 4. Emergency Notification Form (continued)

C-4

DOE G 151.1-4
7-11-07

(Security Classification Level & Category)

9. *Protective Action Decisions/Recommendations and Health Effects:

Onsite:

Offsite:

10. *Field Notifications Made – *Notifications complete:* __Yes __No

	Organization	POC	Date/Time
A.	_____	_____	_____
B.	_____	_____	_____
C.	_____	_____	_____
D.	_____	_____	_____

(If more space is needed use blank lines at the end of the form)

11. *Meteorological Conditions:

Wind Speed _____ mph Wind direction from _____ to _____ Stability class _____
Temperature _____ Precipitation: __ Yes __ No

Conditions/Forecast:

(Security Classification Level & Category)

Attachment 4. Emergency Notification Form (*continued*)

DOE G 151.1-4
7-11-07

C-5 (and C-6)

(Security Classification Level & Category)

12. *Media Interest: Level of media interest at the emergency scene or at the facility/site

13. *DOE/NNSA Point of Contact:

(Security Classification Level & Category)

Attachment 5.
Emergency Status Update Report

Attachment 5. Emergency Status Update Report

D-2

DOE G 151.1-4
7-11-07

HQ EMT SITREP - Page 1 of 5

(Security Classification Level & Category)

HQ EMT SITREP # _____

Date/Time: _____

(The HQ EMT requires specific information from the affected facility/site/program/activity in order to satisfy the demands of Departmental senior management and meet the requirements associated with requests from the White House, Congress, other Federal agencies, and the media. At a minimum, the questions listed below need to be answered as soon as possible and then updated as appropriate and when changed over the course of the emergency and response.)

1.0 Description of the emergency/event

1.1	What happened?	
1.2	When did it happen or was it discovered?	
1.3	Where did it happen?	
1.4	What is the immediate impact/effect of the event on Departmental facilities, sites, programs, and/or activities? (i.e., damage to facilities, operations, etc.)	
1.5	Describe any off-site impact which has occurred, is occurring, or which may occur	
1.6	Who are the on scene senior emergency management POCs? (names, number/means for contacting site emergency manager/director, Senior Energy Official, and On Scene Commander)	
1.7	Depending on the nature of the event:	
1.7.1	What is the category of the event (e.g., OE, Energy Emergency, and Emergency Assistance)	
1.7.2	What is the classification of the event (only if event involves Hazardous Materials Program facility/site; e.g., General Emergency, Site Area Emergency, Alert)	
1.8	What hazardous materials were involved and their potential/actual impact:	
1.8.1	Types, amounts, and/or concentrations	
1.8.2	Status of leak/spill/release (e.g., ongoing or stopped)	

(Security Classification Level & Category)

Attachment 5. Emergency Status Update Report *(continued)*

DOE G 151.1-4
7-11-07

D-3

HQ EMT SITREP - Page 2 of 5

(Security Classification Level & Category)

HQ EMT SITREP # _____ Date/Time: _____

(Information is included and/or updated as appropriate and when changed.)

1.0 Description of the emergency/event *(continued)*

1.9	Current meteorological data at event scene:	
	1.9.1 Temperature	
	1.9.2 Humidity	
	1.9.3 Wind speed and direction	
	1.9.4 Precipitation type and/or forecast	
	1.9.5 Stability condition	
1.10	Information on effects measurements (e.g., actual measurements, dose estimates, and model predictions) and/or potential for increased severity	
1.11	What decontamination requirements are there? (if any)	
1.12	What other potential hazards associated with the site or operations are affected by the event?	
1.13	If the event is security-related:	
	1.13.1 What is the type and/or nature of the security threat(s)? (e.g., bomb, arson, shooting, hostage, etc.)	
	1.13.2 What is/are the threat or other deadlines?	
	1.13.3 What response actions have taken and are planned? (and anticipated outcomes)	
	1.13.4 What is the status of any hostages involved? (number, names, location, conditions, and demands)	
	1.13.5 What internal and external law enforcement involvement is on scene? (e.g., site security, FBI, state, local)	
	1.13.6 What information is there on perpetrators?	

(Security Classification Level & Category)

Attachment 5. Emergency Status Update Report *(continued)*

D-4

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HQ EMT SITREP # _____ Date/Time: _____

(Information is included and/or updated as appropriate and when changed.)

2.0 Response/Protective Actions

2.1	What protective actions have taken and/or are planned onsite?	
2.2	What protective action recommendations have been made, planned, and/or provided to offsite agencies?	
2.3	What is the anticipated duration of onsite and offsite protective actions?	
2.4	Plume model (if available, provide to HQ)	
2.5	What is the recovery planning status?	

3.0 Casualties

3.1	DOE employee(s) (organization):	
	3.1.1 Number and nature of injuries	
	3.1.2 Number and cause of fatalities	
	3.1.3 Contamination status of injured and/or dead	
3.2	DOE contractor(s) (firm, DOE organization supported):	
	3.2.1 Number and nature of injuries	
	3.2.2 Number and cause of fatalities	
	3.2.3 Contamination status of injured and/or dead	
3.3	Others (e.g., if visitors, bystanders, etc.):	
	3.3.1 Number and nature of injuries	
	3.3.2 Number and cause of fatalities	
	3.3.3 Contamination status of injured and/or dead	
3.4	What is the current location(s)/ disposition(s)/status of next of kin notifications?	

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Attachment 5. Emergency Status Update Report *(continued)*

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(Information is included and/or updated as appropriate and when changed.)

4.0 Status of radiological emergency response assets

4.1	What assets are onsite and operational?	
4.2	What assets are onsite, but not yet operational?	
4.3	What assets are in route and what is their estimated time of arrival (ETA)?	
4.4	What additional assets are needed or anticipated?	

5.0 Notifications

5.1	DOE organization(s):	
	5.1.1 What support has been requested and provided?	
	5.1.2 What issues have been raised?	
5.2	Federal Department(s)/Agency(s):	
	5.2.1 What support has been requested and provided?	
	5.2.2 What issues have been raised?	
5.3	State, Tribal, and/or Local governments and/or response organization(s):	
	5.3.1 What support has been requested and provided?	
	5.3.2 What issues have been raised?	
5.4	Congress (Senate & House members, committees, staff, offices):	
	5.4.1 What support has been requested and provided?	
	5.4.2 What issues have been raised?	

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Attachment 5. Emergency Status Update Report (continued)

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(Information is included and/or updated as appropriate and when changed.)

5.0 Notifications (continued)

5.5	Energy industry firms and/or organizations (oil, gas, electric, pipeline):	
	5.5.1 What support has been requested and provided?	
	5.5.2 What issues have been raised?	
5.6	Media (local/regional/national):	

6.0 Public Affairs

6.1	Assessment of media interest (e.g., high, medium, low and description)	
6.2	What additional Press Releases have been issued? (number, date, & time)	
6.3	What press briefings have been conducted and/or planned? (information provided to HQ)	
6.4	What is the location and status of JIC?	
6.5	What are the media and public information contact numbers?	

7.0 Points-of-Contact

7.1	Who are the on-scene POCs? (names, position/functions, phone numbers)	
7.2	Who are the Field Element POCs? (names, position/functions, phone numbers)	

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