

<b>PERSONNEL EMERGENCY RESPONSE FOR FORT ST. VRAIN</b>	Identifier: EPI-104 Revision*: 10 Page: 1 of 4
--	--

Emergency Management	Emergency Plan Implementing Procedures	For Additional Info: <a href="http://EDMS">http://EDMS</a>	Effective Date: 05/10/10
----------------------	---	---	--------------------------

Manual: 16E – Emergency Management – Emergency Plan  
Implementing Procedures

**USE TYPE 3**

Change Number: 329746

\*The current revision can be verified on EDMS.

## 1. PURPOSE AND SCOPE

This procedure provides instructions for initiating initial emergency response actions upon discovery of an emergency condition/situation at the Fort St. Vrain (FSV) Independent Spent Fuel Storage Installation (ISFSI), implementing protective actions (PAs), and performing personnel accountability.

## 2. INITIATING CONDITION

Discovery or notification of an emergency condition or situation at the FSV ISFSI.

## 3. RESPONSIBILITIES

**NOTE 1:** *When the FSV emergency coordinator (EC) is not onsite, the Weld County Sheriff's Department incident commander (IC) or Platteville Gilcrest Fire Protection District IC is responsible for public PAs and personnel accountability.*

**NOTE 2:** *Key Staffing of the Idaho National Laboratory (INL) Emergency Operations Center (EOC) and Idaho Cleanup Project (ICP) INTEC Emergency Control Center (ECC) will be activated at the request of the FSV EC.*

**NOTE 3:** *On back shifts and other times when the EC is not present, the FSV Alarm Station Operator (ASO) is responsible for initial protective actions until the EC becomes available.*

3.1 FSV EC: The FSV EC is responsible for ensuring FSV ISFSI personnel are accounted for during an emergency and that personnel are informed of PA decisions.

3.2 FSV Personnel: FSV personnel are responsible for reporting incidents upon discovery and reporting to the designated assembly area, as directed by the FSV EC.

3.3 FSV Security: FSV Security is responsible for controlling access to the affected area(s).

**PERSONNEL EMERGENCY RESPONSE  
FOR FORT ST. VRAIN**

Identifier: EPI-104

Revision\*: 10

Page: 2 of 4

**4. INSTRUCTIONS****4.1 Discovery of Emergency Situation/Condition**

4.1.1 FSV Personnel: Upon discovery of an emergency situation/condition, initiate initial emergency response as follows:

4.1.1.1 Warn others in the area of any danger.

4.1.1.2 Isolate the affected area.

4.1.1.3 Evacuate the affected area.

4.1.1.4 If safe to do so, respond to injured personnel, as appropriate.

4.1.1.5 Notify the ASO and provide the following information:

- Type of event
- Location of event
- Personnel injuries
- Your name, location, and telephone number
- Control/containment actions taken
- Any other relevant information.

4.1.1.6 Request assistance, as needed.

4.1.2 FSV Security: Notify the FSV EC of the emergency.

4.1.3 FSV EC/FSV Security: Ensure access is controlled to the affected area(s).

**4.2 Evacuation**

4.2.1 FSV EC: Ensure personnel are informed to evacuate the area.

4.2.2 FSV Personnel: Evacuate and assemble as follows:

4.2.2.1 Evacuate the area and report to the designated assembly area located in the Administration/Command Post Building.

4.2.2.2 During evacuation, refrain from the following:

- Smoking
- Eating

**PERSONNEL EMERGENCY RESPONSE  
FOR FORT ST. VRAIN**

Identifier: EPI-104

Revision\*: 10

Page: 3 of 4

- Drinking
- Chewing.

4.2.2.3 Remain in the assembly area until the FSV EC provides further instructions.

4.2.3 FSV ASO: If ventilation for the Alarm Station must be secured, open breakers 2 and 4 on power panel PP-01 in the security equipment room.

4.2.4 FSV EC: If necessary, relocate personnel as follows:

4.2.4.1 If the FSV Power Station Visitor Center is available and can support relocation of FSV ISFSI personnel, relocate personnel to the visitor center.

4.2.4.2 If the FSV Power Station Visitor Center is not available or cannot support the relocation of FSV ISFSI personnel, relocate personnel as directed by the IC (usually from the Weld County Sheriff's Department or Platteville Gilcrest Fire Protection District).

4.2.5 FSV Alarm Station Personnel: If the Alarm Station must be evacuated and time allows, notify the Warning Communications Center at 208-526-1515 to commence remote monitoring of the FSV ISFSI.

4.2.6 FSV EC: Provide additional information and/or instructions to FSV personnel.

### 4.3 Shelter

4.3.1 FSV EC: Ensure personnel are informed to shelter.

4.3.2 FSV Personnel: Shelter as follows:

4.3.2.1 Shelter inside the nearest unaffected building.

4.3.2.2 Refrain from the following:

- Smoking
- Eating
- Drinking
- Chewing.

4.3.2.3 Remain inside until the FSV EC provides further instructions.

<b>PERSONNEL EMERGENCY RESPONSE FOR FORT ST. VRAIN</b>	Identifier: EPI-104 Revision*: 10 Page: 4 of 4
--	--

4.3.3 FSV EC: Provide additional information and/or instructions to FSV personnel.

#### **4.4 Personnel Accountability**

4.4.1 FSV EC: Ensure personnel accountability is completed within 1 hr of declaring an emergency.

4.4.2 FSV EC: Instruct FSV Security to provide personnel accountability status.

4.4.3 FSV Security: Verify that personnel who checked into the FSV ISFSI have checked out and report results to the FSV EC.

4.4.4 FSV EC: If personnel are missing, initiate search and rescue.

4.4.5 FSV EC: If the FSV Advisor (FSVA) function is activated, provide personnel accountability status.

### **5. RECORDS**

None

### **6. APPENDIXES**

None