

REQUIREMENTS OF FORT ST. VRAIN EMERGENCY RESPONSE PLAN	Identifier: EPI-108 Revision*: 9 Page: 1 of 3
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Emergency Management	Emergency Plan Implementing Procedures	For Additional Info: http://EDMS	Effective Date: 02/18/13
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Manual: 16E – Emergency Management – Emergency Plan
Implementing Procedures

USE TYPE 3

Change Number: 338496

*The current revision can be verified on EDMS.

1. PURPOSE AND SCOPE

This procedure provides instructions for implementing administrative requirements associated with PLN-143, “Fort St. Vrain (FSV) Emergency Response Plan (ERP).”

2. INITIATING CONDITION

A need exists to perform time-dependent emergency response plan requirements, as required by the Nuclear Regulatory Commission.

3. RESPONSIBILITIES

- 3.1 **FSV ISFSI Manager**: The FSV ISFSI manager is responsible for ensuring the administrative requirements associated with the FSV Independent Spent Fuel Storage Installation (ISFSI) Emergency Response Plan are implemented.
- 3.2 **ICP Emergency Planner**: The ICP Emergency Planner is responsible for providing contact updates to the BEA Emergency Management Department such that LST-26, “INL Emergency Telephone Numbers,” can be kept current; initiating reviews of the FSV ISFSI Emergency Response Plan and revising the plan, if necessary; and developing/conducting biennial exercises for the FSV ISFSI.

4. INSTRUCTIONS

4.1 Semiannual Requirements

- 4.1.1 Verify the telephone numbers provided in LST-26, “INL Emergency Telephone Numbers,” that pertain to the FSV ISFSI are correct as follows:
- 4.1.1.1 **FSV ISFSI Manager**: Check with each authority/agency listed to ensure the telephone number provided is correct.
- 4.1.1.2 **FSV ISFSI Manager**: To correct a telephone number, submit the change to the ICP Emergency Planner for revision of LST-26, “INL Emergency Telephone Numbers.”

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- 4.1.1.3 **ICP Emergency Planner:** Provide updated contact information to the BEA Emergency Management Department for revision of LST-26, “INL Emergency Telephone Numbers.”
- 4.1.2 **FSV ISFSI Manager:** Verify that staffing levels at the FSV ISFSI are adequate to maintain emergency preparedness.
- 4.1.3 **FSV ISFSI Manager:** Ensure the decontamination supplies and first-aid kits at the FSV ISFSI are adequately stocked and maintained.
- 4.1.4 **FSV ISFSI Manager:** Conduct drills at the FSV ISFSI as follows:
- NOTE:** *All topics need not be demonstrated for every drill or exercise, but should be demonstrated over the annual/biennial drill and exercise cycle.*
- 4.1.4.1 Ensure drills address the following topics:
- A. Radiological/health physics
 - B. Medical
 - C. Fire.
- 4.1.4.2 Ensure offsite response organizations are given the opportunity to participate in the drills.
- 4.1.4.3 Conduct the drills.
- 4.1.4.4 Ensure post-drill critiques are conducted.

4.2 Annual Requirements

- 4.2.1 **FSV ISFSI Manager:** Verify the training qualifications of the FSV ISFSI Emergency Response Organization are current.
- 4.2.2 **FSV ISFSI Manager:** Verify that training has been offered to offsite response organizations.
- 4.2.3 **FSV ISFSI Manager:** Ensure letters of agreement with offsite response organizations are current.
- 4.2.4 **ICP Emergency Planner:** Initiate review of the FSV ISFSI Emergency Response Plan and revise the plan, if necessary.

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4.3 Biennial Requirements

- 4.3.1 **ICP Emergency Planner**: Conduct an exercise in accordance with PLN-2012, “ICP Emergency Plan/RCRA Contingency Plan,” Chapters 13, Training and Drills and 14, Exercises.
- 4.3.2 **ICP Emergency Planner**: Ensure offsite response organizations are given the opportunity to participate in the exercise.
- 4.3.3 **ICP Emergency Planner**: Ensure a critique is held following the exercise providing opportunity for player input and information follow-up by evaluators.
- 4.3.4 **FSV ISFSI Manager**: Ensure an independent audit of the FSV Emergency Management Program is conducted, and at a minimum includes the following areas:
- A. Emergency response plan
 - B. Emergency response plan implementing procedures
 - C. Emergency response facilities
 - D. Emergency response equipment
 - E. Emergency response training
 - F. Overall effectiveness of the emergency response process.

5. RECORDS

Records of drills, exercises, and activities performed under this procedure and actual emergencies.

6. APPENDICES

None