Changes “Other Than Inconsequential” Require These Additional Reviews:

Radiological Control
Lee Livesey’s Organization

USQ # N/A-4

<table>
<thead>
<tr>
<th>Rev-Mod</th>
<th>Release Date</th>
<th>Justification</th>
<th>Summary of Changes</th>
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</thead>
<tbody>
<tr>
<td>O-5</td>
<td>08/06/2018</td>
<td>Operations request</td>
<td>1. Page 5: Under the square that states &quot;IF Bomb is to explode in minutes:&quot; move the last sentence &quot;OBTAIN staging area equipment bag.&quot; to before &quot;EVACUATE facility to a safe upwind location AND&quot;. 2. Page 6 under block &quot;A&quot;: Delete the following as they are already covered in the previous page: a. &quot;Staging area equipment bag.&quot; b. &quot;EVACUATE facility personnel to appropriate (upwind) staging area.&quot; c. &quot;NOTIFY Shift Manager and follow instructions.&quot; d. &quot;NOTIFY Tank Farms to stop transfers/water.&quot;</td>
</tr>
<tr>
<td>O-4</td>
<td>07/26/2018</td>
<td>Operations request</td>
<td>Struck out &quot;and ESTABLISH roadblocks (see drawing this page) AND PREVENT unauthorized entries and radio communications, etc. within secured area&quot; on Duty Card [B] flow chart page 6 of 6</td>
</tr>
<tr>
<td>O-3</td>
<td>05/21/2018</td>
<td>Operations request</td>
<td>Added &quot;or near” Section 1.0 Initiating Conditions.</td>
</tr>
<tr>
<td>O-2</td>
<td>12/04/2017</td>
<td>Operations request</td>
<td>Added Step 2.1.1 to address recording step completion. Changed RECORD section to generate no records.</td>
</tr>
<tr>
<td>O-1</td>
<td>08/29/2017</td>
<td>PER-2016-1880.1</td>
<td>Applied consistent wording ”minimum of 100 meters (330 feet) upwind” to Step 2.1.3 Added use of PAX system on page 2 part [B] of attachment 1</td>
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Attachment 1 – 242-A Bomb Threat/Suspicious Object Duty Card................................................................ 5
NOTE - This procedure is not intended to be used as a standalone procedure. It is a guide for the 242-A Shift Manager (SM) to ensure appropriate actions are performed in the event of an emergency.

- Steps in this procedure may be performed simultaneously or in any logical order, depending on situational needs.
- The attached Duty Card is to be completed by the A-1 operator. The Shift Manager has the responsibility to follow and complete all procedural steps. Not all procedural step are included in the duty card.
- Any change to the body of this procedure requires review of Attachment 1 to determine if changes to Attachment 1 are also required.
- Hanford Patrol and/or Benton County Sheriff Department will need to interview anyone who receives a bomb threat.

1.0 INITIATING CONDITIONS

- A bomb threat indicating a device is located within 242-A Evaporator (telephone, written)
- A reported suspicious object in or near building.

2.0 ACTIONS

2.1 Initial Actions

NOTE - A bomb threat without a confirmed explosive device is not considered a Hazardous Material Operational Emergency (e.g., Alert, Site Area Emergency or General Emergency).

2.1.1 WHEN performing Step 2.1.2, WRITE time of step completion on the laminated Duty Card AND RECORD time of step completion in the A-1 or Shift Manager logbook.

2.1.2 ENSURE control room operator performs actions per Attachment 1.

WARNING

Use of cell phone or hand-held radio within 100 feet of suspected object/area may activate explosive device resulting in personnel injury.

2.1.3 PROHIBIT use of cell phones or hand-held radios within 100 feet of suspected object/area.
2.1 Initial Actions (Cont.)

2.1.4 MAKE public address system (PAX) announcement directing all personnel to evacuate the building and proceed to the staging area or another safe location located a minimum of 100 meters (~ 330 feet) upwind away from suspect device/object as directed by the BED AND PERFORM a rapid evacuation per TF-ERP-001.

Suspicious Objects

2.1.5 IF a “suspicious object” is discovered, PERFORM the following:

NOTE - Hanford Patrol and/or the Benton County Sheriff’s department will need to interview anyone who discovers a credible suspicious object.

2.1.5.1 DIRECT personnel to secure all radio and cellular phone communications within 100 feet of suspicious object.

2.1.5.2 CALL 911 (373-0911 for cell phone) AND PROVIDE all information available.

2.1.5.3 IF affected, SECURE plant operations (i.e., 242-A Process Operation, Feed, Slurry, etc).

2.1.5.4 IF protective actions are required, INITIATE protective actions (i.e., evacuation) per TF-ERP-001.

2.1.5.5 IF a suspicious object is determined to be a “confirmed explosive device” or an “explosion” it should be evaluated against RLEP 1.0, Appendix 1-2.M, 242-A Evaporator, Table 3-A Explosive Device, for implementation of protective actions and emergency classification.

2.1.5.6 DIRECT an individual to meet the person who reported the suspicious object AND REQUEST that both individuals report to Incident Command Post OR REQUEST individual stay with reporting person until Hanford Patrol arrives.

2.1.5.7 SEND a flagger if available, to meet Hanford Patrol personnel.
2.2 Follow-up Actions

2.2.1 ENSURE Patrol Operations Center has been informed of bomb threat/Suspicious Object (call 911 or 373-0911 from a cell phone) AND PROVIDE all information available.

NOTE - Hanford Patrol and/or Benton County Sheriff Department will need to interview anyone who receives a bomb threat.

2.2.2 IF bomb threat is not from bomb threat caller, OBTAIN name and telephone number of reporting person AND DIRECT person who received bomb threat to report to Incident Command Post.

2.2.3 NOTIFY BED 242-A Evaporator has been evacuated.

2.2.4 PROVIDE the following to BED:
- Facility status
- Personnel accountability
- Location of personnel.

3.0 RECOVERY

3.1 Termination/Exit Criteria
- Evacuation has been terminated and facility is safe for reentry
- Emergency is terminated in accordance with RLEP 3.4 Event Termination, Reentry and Recovery.

4.0 RECORDS

The performance of this procedure generates no records.

The record custodian identified in the Company Level Records Inventory and Disposition Schedule (RIDS) is responsible for record retention in accordance with TFC-BSM-IRM_DC-C-02.
242-A Evaporator Bomb Threat/Suspicious Object

Attachment 1 – 242-A Bomb Threat/Suspicious Object Duty Card

BOMB THREAT OR REPORTED SUSPICIOUS OBJECT

Telephone Bomb Threat

DO NOT hang up on bomb caller.

WRITE down exact words of threat.

ASK the following questions:
1. When is the bomb going to explode?
2. Where is the bomb right now?
3. What does the bomb look like?
4. What kind of bomb is it?
5. What will cause it to explode?
6. Did you place the bomb? ______ No _______ Yes
7. Why?
8. What is your address?
9. What is your name?

IF bomb is to explode in minutes:
☐ DO NOT use radios.
☐ IMMEDIATELY DIRECT personnel to evacuate to a safe upwind location.
☐ INFORM the caller you are leaving.
☐ LAYDOWN phone…...DO NOT hang up.
☐ IF process in operation, DEPRESS Seismic Computer A/C Shutdown button in Control Room.
☐ OBTAIN staging area equipment bag.
☐ EVACUATE facility to a safe upwind location AND
☐ FOLLOW Shift Manager/BED instructions.
☐ NOTIFY Tank Farms to stop transfers/water.

IF no time stated when bomb will explode OR bomb is not within 242-A building:
☐ KEEP caller on phone as long as possible.
☐ GET someone’s attention AND SHOW them this message:

“I HAVE A BOMB THREAT. BOMBER ON PHONE. CALL 911. INFORM SHIFT MANAGER.”

CONTINUED A

Avoid handling letter/package to preserve fingerprints

YES

NO

Written Bomb Threat

IF package is making a sound (ticking, beeps, etc.) IMMEDIATELY implement response actions for a suspicious object or bomb as stated on this card.

CALL 911 OR IF on cell phone MOVE a minimum of 100 feet away THEN CALL 373-0911 AND REPORT the package/letter

NOTIFY Shift Manager

RECORD all details of the package/letter:
1. Was the item delivered? ______ No _______ Yes
2. Did anyone see who delivered the package/letter?
___________________________________________
3. Description of delivery person:
   Name ____________________________
   Sex _______ Male _______ Female _______ Race _______
   Age _______ Height _______ Weight _______
   Hair Color _______ Eye Color _______
   Clothing description _______________________
   Seen driving vehicle? ______ No _______ Yes
   License plate number? ____________________
   Make and type of vehicle? ________________
   Color and year of vehicle? __________________
   Drove of in which direction? ________________
4. When did package/letter appear or when was it delivered?

RELEASE package/letter and this information only to Hanford Patrol, upon their arrival.

FOLLOW instructions from Patrol and Shift Manager/BED.
242-A Evaporator Bomb Threat/Suspicious Object

Attachment 1 – 242-A Bomb Threat/Suspicious Object Duty Card (Cont.)

A

IF caller hangs up, DO NOT hang up phone, unless caller states they will call back.

IF bomb is in the building SHUT OFF all 2-way radios and cellular phones in the building.

☐ OBTAIN 2-way radios.

CONTROL Access to Building

PHONE 911 or 373-0911 AND REPORT threat.

DOCUMENT caller's description:
- Male __ Female ____ Age:____
- Race:__________________
- Voice: Normal ___ Angry ____ Excited ___ Soft ___ Nasal ___ Ragged ___ Laughter ___ Deep Breathing ___ Cracking Voice
- Threat Language: Well Spoken (educated) ___ Foul ___ Taped/Recorded ___ Message read by threat maker
- Background noises:
  - Clear ___ Crockery ___ Music ___ Static ___ Booth ___ Street Noises ___ Voices ___ Local ___ Irrational ___ Disguised
  - Motor ___ PA System ___ Long Distance ___ Office Machinery ___ Animal Noises ___ Factory Machinery ___ Other:

TURN this card over to Hanford Patrol upon their arrival

B

SUSPICIOUS OBJECT OR BOMB

DIRECT reporting individual NOT TO TOUCH OR MOVE the object/bomb.

CLEAR the area of all personnel.

NOTIFY Shift Manager.

IF the object is known, and used in the building, but not where it belongs, CONTACT the responsible personnel and direct them to verify the object.

IF unable to confirm the object is not a bomb, Using PAX system DIRECT all non-essential personnel to EVACUATE the facility to upwind staging area, AND ALL essential personnel to REPORT to the Control Room.

ENSURE all 2-way radios and cellular phones are SHUTOFF.

CALL 911 OR IF on cell phone MOVE a minimum of 100 feet away THEN CALL 373-0911 AND REPORT the threat.

NOTIFY Shift Manager AND FOLLOW instructions.

NOTE
Shift Manager will make decision for evacuation, process shutdown, road blocks, etc.

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Buffalo Ave
Canton Ave

4th Street
Evaporator

272-AW