

Idaho National Laboratory Emergency Readiness Assurance Plan — Fiscal Year 2014

September 2014



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operated by Battelle Energy Alliance

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Idaho Falls, Idaho 83415**

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ABSTRACT

Battelle Energy Alliance, LLC, the prime contractor for Idaho National Laboratory (INL), provides this Emergency Readiness Assurance Plan (ERAP) for Fiscal Year 2014 in accordance with DOE O 151.1C, "Comprehensive Emergency Management System." The ERAP documents the readiness of the INL Emergency Management Program using emergency response planning and preparedness activities as the basis. It describes emergency response planning and preparedness activities, and where applicable, summarizes and/or provides supporting information in tabular form for easy access to data. The ERAP also provides budget, personnel, and planning forecasts for Fiscal Year 2015.

Specifically, the ERAP assures the Department of Energy Idaho Operations Office that stated emergency capabilities at INL are sufficient to implement PLN-114, "INL Emergency Plan/RCRA Contingency Plan."

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CONTENTS

ABSTRACT.....	v
ACRONYMS.....	ix
1. PROGRAM DESCRIPTION	1-1
2. PROGRAM APPLICATION	2-1
3. PROGRAM ACHIEVEMENTS	3-1
4. PROGRAM GOALS	4-1
5. OTHER.....	5-1

TABLES

Table 1-1. Emergency planning hazards survey status.	1-1
Table 1-2. Emergency planning hazards assessment status.	1-2
Table 1-3. Dominant potential operational emergencies at Idaho National Laboratory.	1-2
Table 1-4. Exemptions with DOE O 151.1C, Attachment 2.....	1-3
Table 2-1. Emergency management program weaknesses.	2-2
Table 3-1. Emergency management program achievements (goals, milestones, objectives, and status) for Fiscal Year 2014.	3-1
Table 4-1. Emergency management program projections (goals, milestones, objectives) for Fiscal Year 2015.	4-1
Table 5-1. Emergency Management personnel — full-time equivalents.....	5-1
Table 5-2. Emergency Management operational budget.	5-1
Table 5-3. Equipment requirements.....	5-1

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ACRONYMS

ATR	Advanced Test Reactor
BEA	Battelle Energy Alliance, LLC
CFA	Central Facilities Area
CY	Calendar Year
DOE	Department of Energy
EPHA	emergency planning hazards assessment
EPHS	emergency planning hazards survey
ERAP	Emergency Readiness Assurance Plan
ERO	emergency response organization
FY	Fiscal Year
GE	general emergency
INL	Idaho National Laboratory
MFC	Materials and Fuels Complex
N/A	not applicable
OE	operational emergency
OEI	operating experience information
REC	Research and Education Campus
SAE	site area emergency
SMC	Specific Manufacturing Capability
TAN	Test Area North

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Idaho National Laboratory Emergency Readiness Assurance Plan — Fiscal Year 2014

1. PROGRAM DESCRIPTION

Battelle Energy Alliance, LLC (BEA), the prime contractor for Idaho National Laboratory (INL), provides this Emergency Readiness Assurance Plan (ERAP) for Fiscal Year (FY) 2014 in accordance with DOE O 151.1C, “Comprehensive Emergency Management System.” The ERAP documents the readiness of the INL Emergency Management Program and assures the Department of Energy (DOE) Idaho Operations Office that stated emergency capabilities at INL are sufficient to implement PLN-114, “INL Emergency Plan/RCRA Contingency Plan.” The ERAP was developed following the format and content guidance of DOE G 151.1-3, “Programmatic Elements.”

The INL Emergency Management Program is fully matured as a hazardous material program as defined by DOE O 151.1C and continues to be an effective response program. DOE O 151.1C was added to the Prime Contract between the DOE Idaho Operations Office and BEA, Contract No. DE-AC07-05ID14517, “Management and Operation of the Idaho National Laboratory (INL),” in July 2006. All programmatic milestones were met during FY-2014. The National Incident Management System Implementation Plan is fully implemented and being maintained in compliance with DOE O 151.1C.

INL consists of the INL Site, which is an 888-square-mile desert area 45 miles west of Idaho Falls, Idaho, and multiple facilities at the Research and Education Campus (REC) in Idaho Falls. The ERAP covers only those INL facilities operated by BEA. It does not cover facilities operated by CH2M-WG Idaho, LLC; the Naval Reactors Facility operated by the DOE Pittsburgh Naval Reactors Office; or the Advanced Mixed Waste Treatment Project operated by the Idaho Treatment Group, LLC.

A. Hazards Surveys/Assessments

Based on the results of INL emergency planning hazards surveys (EPHSs) and emergency planning hazards assessments (EPHAs), INL has established an operational emergency (OE) hazardous material program as defined by DOE O 151.1C.

INL Emergency Management develops and maintains EPHS/EPHA documents for INL facilities operated by BEA. All INL EPHSs and EPHAs are DOE O 151.1C compliant. The review cycles and DOE O 151.1C compliance status for all EPHSs and EPHAs are indicated in Tables 1-1 and 1-2, respectively.

Table 1-1. Emergency planning hazards survey status.

Building/ Facility ¹	Last Review Date	Next Review Date	EPHA Required	DOE O 151.1C Compliance Schedule (Updated When Hazards Change or Every Three Years)
ATR Complex	November 2011	November 2014	Yes	Issue November 2014
CFA	July 2012	July 2015	Yes	Issue July 2015
MFC	July 2014	July 2017	Yes	Issue July 2017
REC	June 2012	June 2015	Yes	Issue June 2015

Table 1-1. (continued).

Building/ Facility ¹	Last Review Date	Next Review Date	EPHA Required	DOE O 151.1C Compliance Schedule (Updated When Hazards Change or Every Three Years)
SMC	October 2012	October 2015	Yes	Issue October 2015
TAN	June 2014	June 2017	No	Issue June 2017
¹ ATR = Advanced Test Reactor MFC = Materials and Fuels Complex TAN = Test Area North CFA = Central Facilities Area SMC = Specific Manufacturing Capability				

Table 1-2. Emergency planning hazards assessment status.

Building/ Facility	Last Review Date	Next Review Date	Hazardous Material Program Required	DOE O 151.1C Compliance Schedule (Updated When Hazards Change or Every Three Years)
ATR Complex	March 2013	March 2016	Yes	Issue March 2016
CFA (includes transportation)	July 2012	July 2015	Yes	Issue July 2015
MFC	July 2013	July 2016	Yes	Issue July 2016
REC	September 2012	September 2015	Yes	Issue September 2015

As indicated in the EPHSs, the OEs that could affect INL facilities are the result of radiological and hazardous material releases. The dominant hazards at INL in terms of the most severe consequences (i.e., general emergency [GE], site area emergency [SAE], or alert; biological release OEs) from potential OEs are indicated in Table 1-3.

Table 1-3. Dominant potential operational emergencies at Idaho National Laboratory.

Facility	Emergency Classification				Radioactive/Chemical/Biological Material		
	GE	SAE	Alert	OE Unclassified	Radioactive	Chemical	Biological
ATR Complex	X	X	X	X	GE, SAE, alert	SAE, OE	Not applicable (N/A)
CFA (includes transportation)	X	X	X	X	GE, SAE, alert	Alert, OE	N/A
MFC	X	X	X		GE, SAE, alert	SAE, alert	N/A
SMC		X	X	X	OE	SAE, alert, OE	N/A
REC				X	OE	OE	N/A

B. Emergency Plan and Implementing Procedures

PLN-114 and numerous emergency plan implementing procedures are fully mature and in a maintenance mode of operation. Annual review of PLN-114 was completed on schedule. Emergency plan implementing procedures are on schedule for completion of an annual review.

C. Exemptions

As specified in Table 1-4, BEA has no exemptions with DOE O 151.1C, Attachment 2, Contractor Requirements Document.

Table 1-4. Exemptions with DOE O 151.1C, Attachment 2.

Exemption	Reason	Date of Submission	Approval Date	Duration
No exemptions requested	N/A	N/A	N/A	N/A

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2. PROGRAM APPLICATION

A. Program Weaknesses

Table 2-1 identifies the INL Emergency Management Program weaknesses that are indicated through observations, actual events, self-assessments, independent assessments, and drills that can be grouped generally as follows:

- Emergency response organization (ERO) communication training
- Drillsmanship
- Equipment/facilities
- Conduct of operations (procedure usage).

BEA is addressing training issues to increase ERO member competency, as well as awareness and familiarization of procedures and requirements. Qualification processes have been evaluated, training courses are being revised, and training has been provided to appropriate ERO members to address identified weaknesses.

BEA is improving feedback and improvement processes with the implementation of LabWay to improve the effectiveness of corrective actions tracking for findings from assessments, drills, and exercises.

Procedures/processes continue to be reviewed for ease of implementation and effectiveness and are revised when opportunities for improvement continue to be identified.

There are no issues that are reported in the DOE Corrective Action System.

B. Lessons Learned

Lessons learned are an integral part of the feedback and improvement process and a key component of the effort to achieve operational excellence. Through the lessons learned process, internal and external operating experience information (OEI) is used to capture and share noteworthy practices or innovative approaches to promote repeat application, or adverse work practices or experiences to avoid recurrence. Continuous improvement is a result of systematic evaluation and implementation of OEI.

The INL Lessons Learned Program is described in PDD-171, "Issues Management Program," and the instructions and responsibilities for implementing the program are provided in LWP-13850, "Processing Lessons Learned and Operating Experience Information." The INL Lessons Learned Management System is maintained by the Lessons Learned Office and available to any employee who has access to the BEA intranet. Lessons learned/OEI with applicability to INL Emergency Management is provided by Analysis and Reporting to the INL Emergency Management lessons learned coordinator for review and distribution to applicable personnel. During FY-2014, 6 lessons learned were disseminated to INL Emergency Management personnel.

C. Program Constraints

INL Emergency Management is committed to conducting self-assessments and supporting external assessments conducted by outside organizations. Funding for corrective actions is determined on a case-by-case basis and is sought where existing scope of work will be impacted.

Table 2-1. Emergency management program weaknesses.

Evaluation Method	Conducting Organization	Laboratory Protection LabWay No.	Identified Weakness (Taken Verbatim From LabWay)	Facility Specific or Sitewide	Date of Evaluation	Corrective Action(s)	
						Description (Taken Verbatim From LabWay)	Status
INL: Drills and Exercises	Emergency Management	CA 2014-0065	<i>When EM runs drills they have an internally derived limit of having the drill package submitted for review and approval within 15 days prior to the drill. In the December and January Bi-monthly report it was noted that most drill packages were not submitted within the 15 day limit.</i>	Sitewide	2/20/14	<i>This was discussed and communicated to the appropriate EM employee's to meet the deadline.</i>	Closed
INL: Drills and Exercises	Emergency Management	CA 2014-0076	<i>Revise the area warden checklist to require the area warden to request limited cellular phone non-emergency use during an emergency</i>	MFC	12/15/13	<i>The area warden checklist was revised.</i>	Closed
INL: Drills and Exercises	Emergency Management	CA 2014-0058	<i>SMC drill Iteration 2: EAM looked in the ECC for and material safety data sheet (MSDS) binder so that he could confirm that the Amercor was Amine-based but we could not find it. He decided to go with what he remembered and trusted the EAL statement about Amercor quantities and went ahead with the appropriate categorization and classification and recommended protective actions.</i>	REC	2/20/14	<i>MSDS references were made electronic and/or in paper and readily available in the ECC for immediate reference by the EAM.</i>	Closed
INL: Drills and Exercises	Emergency Management	CA 2014-0169	<i>Provide lessons learned to all ERO members reminding them when using the radios to identify the facility and position they are trying to contact and the facility and the position that they are functioning in. For example: MFC EAM this is the MFC incident communicator.</i>	MFC	6/18/14	<i>Lessons learned provided to all ERO members reminding them when using the radios to identify the facility and position they are trying to contact and the facility and the position that they are functioning in. For example: MFC EAM this is the MFC incident communicator.</i>	Closed

Table 2-1. (continued).

Evaluation Method	Conducting Organization	Laboratory Protection LabWay No.	Identified Weakness (Taken Verbatim From LabWay)	Facility Specific or Sitewide	Date of Evaluation	Corrective Action(s)	
						Description (Taken Verbatim From LabWay)	Status
INL: Drills and Exercises	Emergency Management	CA 2014-0140	<i>During the May 7, 2014 drill at SMC the EAM did not have immediate access to the most recent revision of EPI-78. Recommended Action (Lab Protection LabWay): SMC Emergency Planner to ensure most recent revisions of procedures are available to the EAM and the rest of the ERO team.</i>	SMC	5/31/14	<i>SMC Emergency Planner ensured most recent revisions of procedures are available to the EAM and the rest of the ERO team.</i>	Closed
INL: Drills and Exercises	Emergency Management	CA 2014-0174	<i>Review and update JIC checklist as needed to ensure information like current facility manager names are current.</i>	REC	6/20/14	<i>Shane contact Carisa and she assured the JIC checklist was up to date.</i>	Closed
INL: Drills and Exercises	Emergency Management	CA 2014-0112	<i>Issue: During a recent Active Shooter REC drill on 4/2/14, a discussion was held regarding how to interface with off-site responders.</i>	REC	4/18/14	<i>EOC planner evaluated and recommended to the IRG the need for a procedure or checklist to establish interface and coordination with EEOC/off-site responders.</i>	Closed
INL: Drills and Exercises	Emergency Management	CA 2014-0239	<i>The following was from the EM Program Annual Assessment 2014. EM records are not maintained in accordance with records management plan.</i>	REC	7/30/14	<i>Action to new EM admin to review records and maintain in accordance with records management plan.</i>	In progress
INL: Drills and Exercises	Emergency Management	CA 2014-0237	<i>This is from the EM Annual Program Assessment 2014. OE-1 Att 1 Par 5 - For nuclear facilities that the DSA BDBA evaluation identifies facility specific event responses, BEA PLN-114 does not take into consideration what site support is expected to respond to simultaneous accidents at multiple facilities or anticipate post-event response time constraints for multiple facilities.</i>	REC	7/30/14	<i>Ensure BEA PLN-114 takes into consideration what site support is expected to respond to simultaneous accidents at multiple facilities or anticipate post-event response time constraints for multiple facilities.</i>	In progress

Table 2-1. (continued).

Evaluation Method	Conducting Organization	Laboratory Protection LabWay No.	Identified Weakness (Taken Verbatim From LabWay)	Facility Specific or Sitewide	Date of Evaluation	Corrective Action(s)	
						Description (Taken Verbatim From LabWay)	Status
INL: Drills and Exercises	Emergency Management	CA 2014-0113	<i>During an Active Shooter EOC drill on 4/2/14, the ED and EOC Support Director worked through the process of choosing the appropriate Emergency Action Level (EAL). The need for an Active Shooter EAL has been previously identified and reinforced again in this drill.</i>	REC	4/18/14	<i>EAL lead will modify an existing EAL to address this issue within 6 months.</i>	In progress
INL: Drills and Exercises	Emergency Management	CA 2014-0232	<i>From the EM Program Annual Assessment 2014. Notifications to ERO are limited based on areas where cellular-based communication and other mobile devices are not allowed. Radio paging system being retired Sept. 1, 2014.</i>	REC	7/30/14	<i>Evaluate the extent of the issue and whether the back up call list is working for those in security areas and report the findings the Issues Screening Team (formerly IRG) before closing this action.</i>	In progress
INL: Drills and Exercises	Emergency Management	CA 2014-0079	<i>Current area warden checklist does not require the area warden to request limited cellular phone non-emergency use during an emergency.</i>	CFA	3/5/14	<i>Revise the area warden checklist to require the area warden to request limited cellular phone non-emergency use during an emergency.</i>	Closed
INL: Drills and Exercises	Emergency Management	CA 2014-0159	<i>Remind all EAMs and EDs that the INL EOC has to be declared operational before transferring notifications, categorization/classification, and/or PAs/PARs.</i>	Sitewide	6/18/14	<i>Added to the Lessons Learned Newsletter - Remind all EAMs and EDs that the INL EOC has to be declared operational before transferring notifications, categorization/classification, and/or PAs/PARs.</i>	Closed
INL: Drills and Exercises	Emergency Management	CA 2014-0139	<i>During a May 7, 2014 drill at SMC some WebEOC entries were made under the wrong event.</i>	SMC	5/31/14	<i>SMC Emergency Planner to publish message to all ERO members about selecting the correct event upon WebEOC login.</i>	Closed

Table 2-1. (continued).

Evaluation Method	Conducting Organization	Laboratory Protection LabWay No.	Identified Weakness (Taken Verbatim From LabWay)	Facility Specific or Sitewide	Date of Evaluation	Corrective Action(s)	
						Description (Taken Verbatim From LabWay)	Status
INL: Drills and Exercises	Emergency Management	CA 2014-0066	<i>Area warden checklist does not require the area warden to request limited cellular phone non-emergency use during an emergency</i>	REC	2/21/14	<i>Revise the area warden checklist to require the area warden to request limited cellular phone non-emergency use during an emergency.</i>	Closed
Unplanned Observation (Internally Identified)	Emergency Management	CA 2014-0165	<i>Provide emergency planners and drill directors with a lessons learned update that included the importance of verifying all participating organization's objectives have been addressed in the drill master sequence of events list (MSEL) and that sufficient time is provide for the objective to be satisfactorily attempted.</i>	Sitewide	6/18/14	<i>Lessons learned updated to include the importance of verifying all participating organization's objectives have been addressed in the drill master sequence of events list (MSEL) and that sufficient time is provide for the objective to be satisfactorily attempted.</i>	Closed
Unplanned Observation (Internally Identified)	Emergency Management	CA 2014-0160	<i>Send a note to all emergency planners/drill directors reminding them that when they develop the drill Master Sequence of Events List (MSEL) that they sequentially list the EOC as being declared operational before notifications, categorization/classification, and protective actions are transferred to the ED and that any cue cards are injected accordingly.</i>	Sitewide	6/18/14	<i>Send a note to all emergency planners/drill directors reminding them that when they develop the drill Master Sequence of Events List (MSEL) that they sequentially list the EOC as being declared operational before notifications, categorization/classification, and protective actions are transferred to the ED and that any cue cards are injected accordingly.</i>	Closed
Annual Emergency Management Program Assessment	Emergency Management	CA 2014-0228	<i>INL Annual Program Assessment 2014 Emergency Plan and Implementing Procedures do not describe the integration and coordination of the emergency management program with the DOE Integrated Safety Management System (ISMS).</i>	Sitewide	7/29/14	<i>Evaluate this issue and deliver your findings to the ISC (formerly IRG) as to the extent of the issue and a plan forward to close whatever gaps exist.</i>	In progress

Table 2-1. (continued).

Evaluation Method	Conducting Organization	Laboratory Protection LabWay No.	Identified Weakness (Taken Verbatim From LabWay)	Facility Specific or Sitewide	Date of Evaluation	Corrective Action(s)	
						Description (Taken Verbatim From LabWay)	Status
Annual Emergency Management Program Assessment	Emergency Management	CA 2014-0229	<i>Corrective actions completed do not have objective evidence to support closure of the action</i>	Sitewide	7/29/14	<i>Ensure the new Labway approach has addressed this issue, but the action is to check in 4-6 months and see if the new Labway is capturing the appropriate evidence for closure. A sampling will be looked at as per the EM manager. The results are to be reported to the EM Issues Screening Team for evaluation and additional actions if needed.</i>	In progress
Annual Emergency Management Program Assessment	Emergency Management	CO 2014-0441	<i>BEA PLN-114 base program does not consider preparations to initiate "self-help" emergency response activities as defined in OE-1 Att 1 Par 3.</i>	Sitewide	7/29/14	<i>This issue was discussed at the EM IST meeting on July 28, 2014 and determined we are not required to adhere to this until 2015. We are not contractually obligated at this point.</i>	Closed
Annual Emergency Management Program Assessment	Emergency Management	CA 2014-0230	<i>From the INL Annual EM Program Assessment 2014, ERO (Emergency Response Organization) Proficiency and Equipment Operability were two of the top issues being entered into LabWay from drills/exercises. Based on this trend it is believed, by some, the next unwanted outcome will likely be related to proficiency coupled with miscommunication.</i>	Sitewide	7/29/14	<i>Action is to capture the evidence suggesting the trend and present to the Issue Screening Team for further action.</i>	In progress
Annual Emergency Management Program Assessment	Emergency Management	CA 2014-0232	<i>From the EM Program Annual Assessment 2014. Notifications to ERO are limited based on areas where cellular-based communication and other mobile devices are not allowed. Radio paging system being retired Sept. 1, 2014.</i>	Sitewide	7/29/14	<i>Evaluate the extent of the issue and whether the back up call list is working for those in security areas and report the findings the Issues Screening Team (formerly IRG) before closing this action.</i>	In progress

Table 2-1. (continued).

Evaluation Method	Conducting Organization	Laboratory Protection LabWay No.	Identified Weakness (Taken Verbatim From LabWay)	Facility Specific or Sitewide	Date of Evaluation	Corrective Action(s)	
						Description (Taken Verbatim From LabWay)	Status
Annual Emergency Management Program Assessment	Emergency Management	CA 2014-0233	<i>From the EM Annual Program Assessment 2014. The need to train on the use of incident specific information such as data from the field monitoring teams in order to monitor and update the assessment.</i>	Sitewide	7/29/14	<i>EM EAL employees are to develop an approach to address this issue and e-mail the fix to Carl for approval.</i>	In progress
Annual Emergency Management Program Assessment	Emergency Management	CA 2014-0235	<i>There is a need to implement a rumor control process for the JIC.</i>	Sitewide	7/29/14	<i>JIC rep reported that she is working on this and will have it completed by September 30, 2014. The action is to check to see if that happened.</i>	In progress
Annual Emergency Management Program Assessment	Emergency Management	CA 2014-0236	<i>The requirement from the release of the Office of Health, Safety and Security's Operating Experience Level 1 required actions, Action 1, stating the need to analyze for multi-facility releases of hazardous material needs to be conducted.</i>	Sitewide	7/29/14	<i>Action is to capture this in EM documents by end of CY-14.</i>	In progress
Annual Emergency Management Program Assessment	Emergency Management	CA 2014-0237	<i>OE-1 Att 1 Par 5 - For nuclear facilities that the DSA BDBA evaluation identifies facility specific event responses, BEA PLN-114 does not take into consideration what site support is expected to respond to simultaneous accidents at multiple facilities or anticipate post-event response time constraints for multiple facilities.</i>	Sitewide	7/29/14	<i>Evaluate the need for this and report to the ISC for further actions.</i>	In progress
Annual Emergency Management Program Assessment	Emergency Management	CA 2014-0238	<i>Field changes to Emergency Management hazard assessment documents is not in accordance with document management control.</i>	Sitewide	7/29/14	<i>This issue is being evaluated and will be addressed as per LP-CA-2014-0238.</i>	In progress

Table 2-1. (continued).

Evaluation Method	Conducting Organization	Laboratory Protection LabWay No.	Identified Weakness (Taken Verbatim From LabWay)	Facility Specific or Sitewide	Date of Evaluation	Corrective Action(s)	
						Description (Taken Verbatim From LabWay)	Status
Annual Emergency Management Program Assessment	Emergency Management	CA 2014-0239	<i>EM records are not maintained in accordance with records management plan.</i>	Sitewide	7/29/14	<i>The new EM admin will be assigned this task</i>	In progress
Annual Emergency Management Program Assessment	Emergency Management	CA 2014-0291	<i>Drill (evaluated) and exercise reports do not consistently provide information that adequately proves the 15 minute notification timeframe was met. In most drill reports, no times were identified to reflect the time the EAM or ED received the necessary information to determine categorization/classification.</i>	Sitewide	9/4/14	<i>Cover in controller training</i>	In progress

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3. PROGRAM ACHIEVEMENTS

Table 3-1 compares actual INL Emergency Management Program achievements accomplished during FY-2014 to projected goals, milestones, and objectives.

Table 3-1. Emergency management program achievements (goals, milestones, objectives, and status) for Fiscal Year 2014.

Goal	Milestones	Objective	Status
Conduct annual FY-2014 sitewide exercise	Exercise final plan approved — at least 30 days prior to exercise Exercise conducted — date undetermined Exercise report submitted — within 45 days following exercise	Successfully accomplish exercise objectives and submit report	Exercise successfully conducted in August 2014
Conduct annual review of EPHSs, and revise, if necessary		Review EPHSs and revise, if necessary, by end of Calendar Year (CY) 2014	All EPHS reviews completed as scheduled
Conduct annual review of EPHAs, and revise, if necessary		Review EPHAs and revise, if necessary, by end of CY-2014	All EPHA reviews completed as scheduled
Complete annual review of PLN-114 and revise, if necessary		Review PLN-114 and revise, if necessary, by end of FY-2014	Annual review of PLN-114 completed with new revision issued in FY-2014
Conduct initial training for new ERO members	Classes conducted, as needed	Conduct initial training for all new ERO members	Initial training conducted, as needed
Conduct annual ERO requalification training for CY-2014		Complete annual ERO requalification training for CY-2014	ERO requalification training completed for CY-2014
Complete ERAP for FY-2014		Complete FY-2014 ERAP	FY-2014 ERAP scheduled for completion by September 30, 2014
Conduct annual evaluated drills		Successfully accomplish drill objectives and submit reports	Drills successfully conducted or are scheduled as per the approved drill schedule

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4. PROGRAM GOALS

Table 4-1 describes the INL Emergency Management Program projected goals, milestones, and objectives for FY-2015.

Table 4-1. Emergency management program projections (goals, milestones, objectives) for Fiscal Year 2015.

Goal	Milestones	Objective
Conduct annual FY-2015 sitewide exercise	Exercise final plan approved — at least 30 days prior to exercise Exercise conducted — date undetermined Exercise report submitted — within 45 days following exercise	Successfully accomplish exercise objectives and submit report
Conduct annual review of EPHSs, and revise, if necessary		Review EPHSs and revise, if necessary, by end of CY-2015
Conduct annual review of EPHAs, and revise, if necessary		Review EPHAs and revise, if necessary, by end of CY-2015
Complete annual review of PLN-114 and revise, if necessary		Review PLN-114 and revise, if necessary, by end of FY-2015
Conduct initial training for new ERO members	Classes conducted, as needed	Conduct initial training for all new ERO members
Conduct annual ERO requalification training for CY-2015		Complete annual ERO requalification training for CY-2015
Complete ERAP for FY-2015		Complete FY-2015 ERAP
Conduct annual facility evaluated drills		Successfully conduct facility evaluated drills

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5. OTHER

BEA is responsible for compliance with DOE O 151.1C, Attachment 2, and the flow down of those requirements.

A. Emergency Management Personnel

Table 5-1 provides the total number of full-/part-time Site/facility personnel required for FY-2014 and estimated for FY-2015 for federal and contractor staff.

Table 5-1. Emergency Management personnel — full-time equivalents.

Organization	FY-2014	FY-2015
Federal		
Contractor	18	18
Justification: N/A		

B. Emergency Management Operational Budget

INL Emergency Management is fully funded. Table 5-2 summarizes the INL Emergency Management Program operational budget.

Table 5-2. Emergency Management operational budget.

Organization	FY-2014	FY-2015
Federal		
Contractor	\$2,897K	\$2,361K

C. Equipment Requirements

Table 5-3 lists equipment requirements that are not included in the operational budget.

Table 5-3. Equipment requirements.

Item	FY-2014	FY-2015
None identified	0	0
Justification:		