

Alert and Notification System Evaluation Report

[NPP]

[Date]

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SIGNATURE PAGE

The following list of signatures indicate that officials are attesting to the accuracy, completeness, and concurrence of the information contained within this ANS evaluation report. No ANS design, plan, or revision will be considered by FEMA without the state's concurrence.

[Signatories can include responsible officials or representatives from the utility emergency preparedness, the local or county emergency management agency, the state, local, territorial, or tribal government(s) emergency management, and the applicable FEMA Region.]

Name: _____
Title: _____
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REVISION HISTORY

The revision history is a summary of the modifications that have been made to this document. In an effort to maintain a historical record of edits, please do not remove previous entries.

Revision No.	Summary of Revision	Name	Date
<i>1.0</i>	<i>Insert summary of revision here.</i>	<i>Jane Doe</i>	<i>01/01/2020</i>

EXECUTIVE SUMMARY

[The executive summary should be an overview that describes the overall physical and administrative features and functions of the ANS. If the ANS evaluation report is being updated from a previous version, it should also include a summary of the changes from the previous version.]

SECTION 1: ANS PLAN

This section is comprised of the information that is provided to satisfy planning standards E and F found in both 44 CFR 350.5(a) and 10 CFR 50.47(b) and the associated NUREG-0654/FEMA-REP-1, Rev. 2 evaluation criteria which focuses on the administrative means of the system(s). A copy of the ANS plan¹ should be attached to this evaluation report.

A description of the following points for the system(s) should be addressed in this section:²

Licensing Obligation

[Any obligations or concessions contained within the licensing agreement.]

Description of System

Means

[A description of all systems, how they are being employed, their capabilities including backup capabilities, and how they relate to other systems.]

Methods

[Description of the methods used to alert and notify, how they are being employed and how they relate to other methods. The description should indicate which methods are considered primary and which are back-up (i.e., those used to correct or compensate for failures, including total failure, for any segment of the population that did not receive the alert and/or notification).

Authority

[Derived Authority to operate the system, may be described in the Administration.]

Administration

[Identify the organization(s) and/or individual(s) responsible for management and oversight of the system.]

Requirements/Function

Operations

- Activation Procedure(s) – [The steps required to activate the system(s) by authorized users.]
- Process(es) – [The decision-making process to receive information, decide, and act regarding ANS operations.]

¹ If no formal ANS plan exists, a collection of information should still be provided.

² Depending of the design and relationship between the nuclear power plant (NPP) and the offsite response organization (ORO), the descriptions and associated documentation may be duplicative. The duties and obligations of the operations and functions may be shared in part or whole by either party and cannot be accurately reviewed without studying the entire ANS evaluation report.

Security and Privacy

[Identify security measures, such as prevention of unauthorized access to system and the components necessary to operate it. Include measures (if applicable) for maintaining privacy information related to ANS, such as personally identifiable information (PII), in a records database.]

Training and Quality Assurance

[Identify initial and ongoing training requirements, records, and certifications for all associated personnel.]

Public Outreach and Education

[Outreach activities to inform and educate the public represent an essential component of ANS. An informed population is far more likely to understand and respond appropriately to notifications and take action in emergency situations.]

Messaging

Public Messaging

[Procedures or prepared messaging for individuals and groups within the plume exposure pathway EPZ, including any requirements for non-English translations.]

Disabilities and Access/Functional Needs

[Procedures or prepared messaging for individuals and groups that require additional steps or methods to be alerted and notified in or near the plume exposure pathway EPZ.]

Transient Populations

[Procedures or prepared messaging for individuals and groups that are travelling through or visiting in or near the plume exposure pathway EPZ.]

Ingestion

[When applicable, procedures or prepared messaging for communicating protective actions for protecting the public from consumption of contaminated foodstuffs.]

Maintenance

[Procedures, logs, and resources to maintain the capabilities to operate and support ANS.]

SECTION 2: DESIGN REPORT

Licensing Obligations (if applicable)

[Nuclear Regulatory Commission (NRC) licensing agreements address having a functional ANS and can include specific requirements to a particular licensee and/or state, local, territory, and/or tribal government organization. Any obligations or concessions contained within the licensing agreement should be included here.]

Requirements

System Coverage

- Population – [Description or characterization of the population required to be alerted across a geographical area.]
- Geographic Area – [Description of the geographic area intended for each systems' coverage.]
- Means – [Description of the type of system to be used.]
- Primary Methods – [Description of the methods to be used to alert and notify the population in the geographic area, both described above.]
- Backup Methods – [Description of the methods to correct or compensate for failures (including total failure) for any segment of the population that did not receive the alert and/or notification.]

Population/Demographics

[Description of population groups (e.g., transient populations those with access/functional needs, non-English speakers, etc.), including any special requirements.]

Interoperability

[Description of how the system interfaces with other systems and how that interface is accomplished, if applicable.]

Operations

[Description of all operational requirements; identify and describe all organizations responsible for management and oversight of the system.]

Management/Administration

Identify and describe the organizations and/or individuals responsible for management and oversight of the system, or the administration of third-party agreements with vendors.

Security and Privacy

- Physical Security – [Description of physical security requirements, such as prevention of unauthorized access to systems and components necessary to operate.]

- Logical Security – [Description of logical security (cyber-security) requirements, such as prevention of unauthorized or malicious access to the system, or accidental or malicious actions resulting in denial of service and other cyber-security.]

Maintenance/Repair

- Preventative maintenance – [Identify and describe routine and periodic maintenance requirements.]
- Corrective maintenance – [Identify and describe procedures and resources for correcting areas requiring improvement.]

Availability/Reliability

[Identify and describe reliability and availability requirements. The NRC requires greater than 94 percent availability, or the elimination of all critical single-point failure modes. These requirements may include system operation in all weather conditions typical for the local climate.]

Testing

[Identify and describe how system performance, availability, and reliability is tested and verified on a periodic basis, including how often and the frequency and method of testing, and what aspects of the system are actually tested. Not all systems lend themselves to full operational testing. In those instances, passive testing, actual event verification, and inspection may be considered. Identify how the results of periodic and as-needed testing are recorded, preserved, and made available for inspection.]

Quality Assurance

[Identify and describe a comprehensive, ongoing quality assurance program that may include testing, record-keeping, internal and external inspections, and exercises.]

Description/Performance

Physical Requirements

- System Components – [Description of the major parts of each system being employed.]
- User Interfaces – [The device, system, or physical equipment used to activate or control the ANS and its locations.]
- Functional Block Diagrams – [A diagram used to describe each logical and physical connection of components and systems.]

Administrative Components

- Organizational Responsibilities – [Description of established roles and responsibilities for operation, planning, maintenance, and testing of the ANS under discussion.]
- Management – [Description of the controls used to ensure the proper use of ANS and implementation of any corrective actions.]

Operational Components

- Activation – [Description of location(s), access, and process for activating ANS.]
- Timing – [Description of how long it takes to activate the system – after determining the need to activate ANS – and length of time between initiation of the system and when the alert and notification is received by the public.]
- Geo-Targeting – [Description of the system limits in its ability to select a geographic location.]

Verification

[Verification refers to documenting that the system or approach meets the design report requirements identified above. The need to verify applies to implementation of both new and modified systems and approaches. Information provided here should objectively demonstrate that the system or approach meets the stated requirements, which can be verified by tests, inspections, demonstrations, analysis, studies, or any other applicable method. Each of the requirements identified should have a description of the corresponding verification process.]

- Coverage – [The coverage (extent or reach) of the ANS can be verified through modeling of the ANS medium (e.g., radio, tone alerts, visual alerts, etc.) using existing accepted sources and databases, empirical data through testing, or other recognized means of verification.]
- Population/Demographics – [Population and demographic information may be verified by identifying credible sources used for the population data. Credible sources may include census data, city or county records, local/tribal organization records, etc.]

Availability/Reliability

[Description of how failures are detected and tracked/trended, how the system is tested and maintained, and how vulnerabilities are identified, mitigated, and reported.]

Security and Privacy

[Description of the supporting information and data.]

Training and Public Outreach

[Description of the training required for applicable stakeholders of the ANS, including training for personnel who operate and maintain the ANS; also a description of the public education and outreach activities. An informed population is far more likely to understand and respond appropriately to notifications and take action in emergency situations.]

SECTION 3: FEMA EVALUATION FORM

This evaluation form is completed after the all sections are submitted by the state, local, territorial, or tribal (SLTT) government representative to the appropriate Regional Assistance Committee (RAC) Chair. The form can be found on PrepToolkit. The evaluation form tracks movement and maintains accountability of the submitted documents by requiring information and/or signatures from the appropriate SLTT, State, FEMA Region, and THD engineering representative. These signatures indicate completion of each part and receipt of delivery.

Name:	_____
Title:	_____
Local/Tribal/	_____
Territorial:	_____
Date:	_____
Signature:	_____
Name:	_____
Title:	_____
State:	_____
Date:	_____
Signature:	_____
Name:	_____
Title:	_____
FEMA Region:	_____
Date:	_____
Signature:	_____
Name:	_____
Title:	_____
FEMA THD	_____
Engineering:	_____
Date:	_____
Signature:	_____

After FEMA approval, document will be sent to the NRC for concurrence (see draft approval letter).

Date Sent: _____

Draft Approval Letter

U.S. Department of Homeland Security
Washington, DC 20472



FEMA

August 16, 2019

Michael Scott
Director, Division of Preparedness and Response
Office of Nuclear Security and Incident Response
U.S. Nuclear Regulatory Commission
Washington, D.C. 20555

SUBJECT: [NPP Name] and [SLTT(s)] Alert and Notification System (ANS) Change
Evaluation Report

Dear [Name]:

This memorandum confirms receipt and evaluation of the updated [NPP Name] and [SLTT] IPAWS Design Report and ANS Plan.

After reviewing the attached Design Report and ANS Plan, [Date], the proposed changes are suitable for a reasonable assurance determination of public safety for the population in the [NPP Name] plume exposure pathway emergency planning zone (EPZ).

With respect to Alerting, the following changes were made:

- [Insert text here]

With respect to Notifications, the following changes were made:

- [Insert text here]

Based upon FEMA THD's assessment, I approve the [Name] Design Report and [SLTT] ANS Plan in accordance with 44 CFR 350.14. I am forwarding to you the Design Report and the ANS plans for appropriate action.

If you have any questions or concerns, please contact Bruce C. Foreman, Branch Chief, Policy and Doctrine Branch, at 202-646-3567.

Sincerely,

Michael S. Casey, Ph.D.
Director, Technological Hazards Division

SECTION 4: ATTACHMENTS

Additional information, such as maps, diagrams, and/or references that support the efficient evaluation of an ANS should be inserted here.

APPENDIX A: DOCUMENTATION