



EP-PRO-003 MVF

Revision 0

EMERGENCY PROCEDURES

Approved by: Travis Snowder / Pending App. Approval
President (Print) (Sign) (Date)

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RSO (Print) (Sign) (Date)

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Scope & Purpose

The purpose of this Emergency Procedure Manual is to provide all MVF employees with the necessary instructions and actions to take in the event of any real or potential emergency at the MVF facility. It is the highest priority of Qal-Tek Associates and USE's management to ensure the safety of its employees, the public, and the environment in day-to-day operations as well as in emergency conditions and the responses to those conditions.

All employees of MVF are required to be knowledgeable and properly trained on the contents of this document as specified in the Radiation Safety Program Manual (RSPM).

As the MVF is part of the US Ecology Idaho Rail Transfer Facility, incidences may occur that trigger the implementation of the contingency plan above and beyond this procedure.

All revisions or changes to this procedure must have the written approval of Qal-Tek Associates Management and the MVF RSO prior to being put into effect.

1.0 Emergencies at the MVF

1.1 Responses to Fire

Note: *Combustible material and chemicals used at MVF will be kept to minimal levels to prevent any fire hazards. Fire extinguishers are located in all of the MVF buildings and all employees shall be instructed in their use.*

Upon initial signs of a fire all MVF employees shall initiate the following actions:

1.1.1 Warn others by yelling: FIRE, FIRE, FIRE!!

1.1.2 **If the fire is small in size (e.g. confined to a trash can)** and appears easy to contain, the employee should make an attempt to immediately extinguish the fire and prevent its spread by using fire extinguishers in the immediate area, simultaneously sending a separate individual to perform steps 1.1.3.1 through 1.1.3.3. **In no case should the employee allow his/her life or health be put in jeopardy.**

NOTE: *Dry chemical fire extinguishers are located near MVF building exits as shown on the attached floor plan.*

1.1.3 **If the fire is large in size, or has the potential to become so in a short period of time (e.g. seconds),** and employees are in immediate danger, employees should immediately evacuate the facility following the steps below;

1.1.3.1 Immediately warn all personnel in all MVF buildings.

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1.1.3.2 Evacuate the facility using the nearest exit of the respective building and assemble in the staging area designated in Figure 1A of this procedure. Await arrival of the Fire Department. **Do not re-enter the facility.**

1.1.3.3 Call 911, and tell the dispatcher the address, location, and nature of the fire.

1.1.3.4 As soon as time allows notify the individuals on the Notification & Contact list provided in Section 3 of this procedure.

1.1.3.5 Upon arrival of the Fire Department - assist the on-scene commander with any knowledge of:

- a. The fire location;
- b. Location of personnel;
- c. Hazardous materials in the facility;
- d. Location of radioactive materials in the facility;
- e. Or any additional information that would enable the responder to effectively fight the fire safely.

1.2 Response to Natural Disasters:

Note: *In the case of natural disasters such as an earthquake, tornado, flood, etc. response times may vary greatly depending on the time for notification and response. The following actions are general guidelines for implementing emergency actions under these conditions and may not be all-inclusive given the nature and uncertainty of such disasters.*

Note: *The following actions should be performed but not necessarily in the sequence stated, depending on the nature of the disaster. Personal judgment, training, and experience should be used to initiate these actions in the proper sequence.*

1.2.1 Warn others in the building/facility if possible.

1.2.2 Immediately evacuate the MVF Facility using the nearest exit of the respective building or shelter in place if ordered by management or local authorities.

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- 1.2.4 Call 911 for Emergency response. Report the location, address, and nature of the emergency.
- 1.2.5 Assist in lifesaving /property efforts as ability and/or conditions allow.
- 1.2.6 Notify required personnel on the Notification Checklist in Section 3 of this Procedure as soon as possible or when conditions allow.

1.3 Responses to Equipment Malfunction or Operator Error

Note: *The nature of an equipment malfunction that is of greatest impact at the MVF facility currently consists of a (1) transportation accident (i.e. rail car, truck) and/or (2) an excavator, lift or crane accident.*

Note: *The following are general guidelines to follow in the case an emergency situation arises. Each incident or malfunction will require MVF personnel to assess the situation and appropriately determine and carry out the response.*

- 1.3.1 In the event an equipment situation arises that leads to a potential spread of contamination or other safety and health hazards, clear the area and use physical barriers and signs to restrict access to the area as needed.
- 1.3.2 Assist in lifesaving efforts. This should only be done if it does not put others in an unsafe situation.
- 1.3.3 In the case of an incident, which is covered by other sections of this procedure, refer to those sections for proper response procedures.
- 1.3.4 Contact and notify the proper personnel listed in Section 3.
- 1.3.5 Assess the situation and determine the appropriate steps, equipment, and personnel needed to carry out the determined response process for each situation.

1.4 Lost, Stolen, or Damaged Waste or material Container(s)

- 1.4.1 In the event of a lost or stolen waste/material container(s):
 - 1.4.1.1 Immediately initiate a search of the MVF and/or RTF facility and surrounding desert to locate the affected container(s).
 - 1.4.1.2 Warn other personnel in these facilities and describe the containers(s) missing with the following precautions:

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- a. Inform non-qualified personnel to not approach or touch the container(s) once located.
- b. Contact the MVF RSO or Management immediately upon locating the container(s).

- 1.4.2 Report the missing container(s) immediately upon initial discovery of its loss or theft to the MVF RSO and others noted on the Notification & Contact List and Tables in Section 3 of this procedure.
- 1.4.3 MVF RSO or designated alternate inventory the remaining containers onsite to determine if additional containers are missing.
- 1.4.4 MVF RSO or Operations Management or designees shall notify local authorities and the appropriate state officials as required. (See Notification & Contact list in Section 3 of this procedure).
- 1.4.5 MVF RSO shall notify Nuclear Regulatory Commission (NRC) as required by 10 CFR Parts 20 or 30.

1.5 Spills, Damaged Waste/Material Container(s), Repackaging Operations

Note: *Because damaged waste/material container(s) and repackaging operations can result in the spread of contamination very rapidly and over large areas, if proper controls are not immediately used, the individual(s) responding initially must assume that contamination is present and use reasonable precautions and trained skills to prevent the spread of contamination or personal contamination until area surveys can be performed to confirm or eliminate the presence of contamination.*

- 1.5.1 Warn others in the affected area to prevent and mitigate entry or continuation of activities that could potentially spread contamination.
- 1.5.2 Isolate the affected area using physical barriers or qualified personnel to control entry.
- 1.5.3 Visually inspect the damaged waste/material container from a safe distance to determine extent of damage. If potential is high for a release of contamination, proceed to step 1.5.5.
- 1.5.4 If the waste/material container damage is minimal where contamination potential is low to moderate, and as practical, don anti-c gloves and immediately place a plastic sheet or catch basin under the leak to catch the leaking material to avoid potential spread of contamination. If the above actions are not practical, immediately proceed to Step 1.5.5.

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- 1.5.5 Stop work in the area and secure all unfiltered ventilation/airflow (i.e. A/C, fans, heating, etc.) to affected areas if inside a building. If the event occurs outside, proceed to step 1.5.6.
- 1.5.6 Cover the spilled waste/material with a blanket, tarp, cloth, or moisten to reduce spread of contamination by approaching from upwind and using proper ALARA techniques. Start monitoring the adjacent area to determine the spread of contamination.
- 1.5.7 For repackaging operations, if the air sampling exceeds 10% of the DAC for the most restrictive radionuclide STOP WORK, turn on building HEPA filtered ventilation system and evacuate work area.
- 1.5.8 Immediately notify the RSO or designated alternate.
- 1.5.9 MVF RSO or other qualified individual will perform contamination surveys of affected areas to determine scope of contamination spread, if any. MVF RSO and Operations Manager shall determine necessary recovery actions.
- 1.5.10 MVF RSO or other designated individual shall make all required notifications as specified in Notification & Contact lists in Section 3 of this procedure.
- 1.5.11 The RSO or other designee shall contact the NRC in accordance with applicable requirements of 10 CFR 20.2201 and/or 10 CFR 30.50.

2.0 Reporting Requirements

- 2.1 The following emergencies shall be reported by all MVF employees to the appropriate individuals noted on the Notification & Contact list and tables in Section 3 of this procedure.
 - 2.1.1 Damage to waste/material by fire.
 - 2.1.2 Damage to waste/material container(s) resulting from natural disasters, including flood, tornado, earthquake, etc.
 - 2.1.3 Equipment failures involving waste/material with the potential to result in unplanned radiation exposure.
 - 2.1.4 Lost, stolen, or damaged waste/material.
 - 2.1.5 Any other types of emergency, not listed above that could potentially result in harm to individuals or the environment.

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- 2.2 All notifications and reports shall be performed within the specified time requirements in Part 20 and 30.
- 2.3 Records of such reportable activities shall be kept by the MVF RSO so that a proper re-construction of events can be facilitated.
- 2.4 Loss or theft of waste/material must be reported to the NRC and/or to the appropriate state agency **immediately** if:
 - 2.4.1 Any lost, stolen, or missing licensed waste/material, in an aggregate quantity, is >1000 times the quantity specified in Appendix C to 10 CFR 20 **and** if it appears that exposures to individuals in unrestricted areas could be exceeded.
- 2.5 Loss or theft of licensed waste/material must be reported to the NRC **within 30 days** if:
 - 2.5.1 The lost, stolen, or missing material is in a quantity >10 times the quantity specified in Appendix C to 10 CFR 20 and is still missing at the time of reporting.

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3.0 Notification & Contact List

Dial:

Contact

911..... Mountain Home Emergency Response

800-632-8000 Idaho Emergency Communications Center

Fire Fighting

911 Grand View Fire Dept.
 828-6292 Mountain Home AFB Fire Fighting
 334-4370 Idaho State Fire Marshall
 384-3400 Bureau of Land Management

Law Enforcement

587-2121 Elmore County Sheriff Dept.
 495-1154 Owyhee County Sheriff
 846-7500 Idaho State Police

529-1350 Ext. 1220..... Idaho Bureau of Emergency Management

334-2336..... Idaho Bureau of Disaster Services Radiological Safety Division

523-5557..... Qal-Tek Associates Corporate Office

(855) 807-2579 Qal-Tek 24 Hour Emergency Number

(800) 590-5220 US Ecology, Inc. Corporate Office

(cell) USEI General Manager

(cell)..... Qal-Tek Associates Corporate Radiation Safety Officer

(home) Qal-Tek Associates President

(cell) Committee Chairman

(301) 816-5100 Nuclear Regulatory Commission Operations Center Region IV Arlington, TX

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Table 1 Emergency Coordinators¹

NAME	TITLE	HOME ADDRESS	PHONE NUMBER
Primary Emergency Coordinator Andy Moreno	RTF Operations Manager	1010 East 6 th South Mountain Home, ID 83647	████ 890-1629 home ████ 385-7756 office
Alternate Emergency Coordinator 1: Justin Spencer	RTF Supervisor	1868 W. Sahara Dr. Kuna, ID 83634	████ 283-8138 home ████ 385-7756 office
Alternate Emergency Coordinator 2: Justin Jensen	Radiation Safety Specialist	2110 S Herron Dr. Nampa, ID 83686	████ 834-2275 office ████ 908-9396 cell
Alternate Emergency Coordinator 3: Joe Weismann	Vice President, Radiological Programs	6092 W. Sterling Lane Boise, ID 83703	████ 319-1634 office (841) 551-7602 cell
Alternate Emergency Coordinator 4: Tim Jenkins	Corporate Health Physicist	1211 N Crownhaven Way Star, ID 83669	████ 741-1089 cell ████ 319-1621 office
Radiological Emergency/Spill at RTF Coordinator 5: Michael Albanese	RTF- MVF RSO	1135 S. Rimline Dr. Idaho Falls, ID 83401	208-████ Work Cell

¹ This list is reviewed annually and revised as necessary.

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4.0 Evacuation Routes

In the event of any emergency described in this procedure, MVF employees shall use any exit of the respective MVF building as illustrated on the building floor plans showing the evacuation routes and assemble in the Evacuation Staging Area as designated on Figure 1.

Also, proper judgment and training shall be utilized in determining which specific evacuation route(s) to use in each type of emergency situation depending on the nature of the emergency.

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Figure 1

