



FEMA

JAN 10 2005

Jill S. Caverly
Project Manager
U.S. Nuclear Regulatory Commission
Mail Stop T8-A33
Washington, D.C. 20555-0001

Dear Mrs. Caverly:

The Federal Emergency Management Agency (FEMA) will report to the Congress on the status of the National Dam Safety Program for fiscal years 2004-2005, as required by the Dam Safety and Security Act of 2002 (Public Law 107-310). The report includes an assessment of the progress of the federal agencies in implementing the Federal Guidelines for Dam Safety (the Guidelines). Information on the status of your agency's policies, standards, and procedures is requested for the report.

The purpose of the National Dam Safety Program is to reduce the risks to life and property from dam failure in the United States. The Dam Safety and Security Act of 2002 continues all of the programs established by the Water Resources and Development Act of 1996 (Public Law 104-303), and adds important provisions for protecting our Nation's dams against terrorist attack. A major focus of this year's report will be to describe for the Congress, and all stakeholders, the federal security programs and initiatives for dams and the mechanisms for the transfer of federal best practices in dam security to the states.

As Dam Safety Coordinator, please complete your input to the biennial report using the enclosed format no later than July 29, 2005, in order to meet the mandated deadline. Please submit your input to Rita Henry, FEMA, 500 C Street, S.W., Room 416, Washington, D.C. 20472.

Thank you for your support of the National Dam Safety Program.

Sincerely,

A handwritten signature in black ink, appearing to read "Clifford Oliver".

Clifford Oliver, CEM, CBCP
Chief, Risk Assessment Branch
Mitigation Division

Enclosure

**FORMAT FOR THE
2004-2005 PROGRESS REPORT TO FEMA
ON
THE IMPLEMENTATION OF THE FEDERAL GUIDELINES FOR DAM SAFETY**

The Director of the Federal Emergency Management Agency (FEMA) is responsible for reporting biennially to the Congress on the status of the National Dam Safety Program and the progress of the Federal agencies in implementing the Federal Guidelines for Dam Safety (Guidelines). Each agency is required to provide FEMA with information on the status of its policies, standards, and procedures to bring their dam safety programs in conformance with the Guidelines. **The submission date of your agency information to be provided to FEMA is July 29, 2005.¹**

Following is the format for the 2004-2005 Progress Report to FEMA.²

I. Introduction

Briefly describe your agency's dam safety responsibilities and jurisdiction. Highlight any changes in responsibility from the last report.

II. Progress on Implementation of the Federal Guidelines for Dam Safety

The items discussed below focus on policy or activities that demonstrate either progress or lack of progress in compliance with the Guidelines. Please respond to the following items.

- A. ***Organization, Administration, and Staffing.*** Please describe any changes within the agency in the administration of the dam safety program since the last reporting period. Are your agency's dam safety organization and staff adequate? If changes have been made, what is the impact of those changes on accomplishing dam safety program activities? Please identify actions being taken to eliminate or mitigate reported deficiencies. For comparison, please provide a table showing staff (in FTE's) from one reporting period to the next.
- B. ***Dam Safety Training Activities.*** Describe in detail dam safety-related training that the agency has performed, supported, or participated in during the reporting period. Include a description of training offered to agency staff and training programs conducted with other agencies. Please identify staff training deficiencies and actions being taken to correct the deficiencies.

¹This progress report to FEMA covers the period October 2003 through September 2005.

²Reports may be structured as (1) Departmental Reports with individual agency data addressed in appropriate subject areas, or (2) as individual agency reports collected by the department.

- C. ***Dam Inventories.*** Does the agency have a current, complete inventory of dams reflecting the status of the dam and defining the associated risks? Are new dams being entered into the agency inventory and into the updates for the National Inventory of Dams? Please detail changes in your inventory reporting since the last reporting period. Please identify changes in land use downstream from dams under your jurisdiction that may be unclassified or underclassified.
- D. ***Independent Reviews.*** Report on your agency's status for independent review of design, construction, and operation of dams. Are reviews conducted within the agency, by other agencies and departments, by state agencies, or by independent consultants?
- E. ***Inspection Programs.*** Please report the total number of inspections conducted of dams under your agency's jurisdiction. Identify the agency or agencies used to conduct dam inspections. Discuss any problems associated with inspections; staffing (quality, experience, training, and numbers of inspectors); and any critical findings of the inspections, such as unsafe dams and conditions, improper classifications or changes in classifications, and data on the responses and actions following inspections. Please discuss what your agency does to deal with the findings.
- F. ***Dam Safety Rehabilitation Programs.*** Identify the dams, by name and state, that were rehabilitated for safety since the last report and the cost to rehabilitate the dams. Identify the dams, by name and state, for which there is a dam safety rehabilitation scheduled and the estimated cost to repair the dams.
- G. ***Management Effectiveness Reviews.*** Identify agency-conducted management effectiveness reviews and General Accounting Office reviews dealing with the activities associated with the dam safety program. Include a listing of recommendations arising from those reviews and actions taken or scheduled to address the recommendations.
- H. ***Dam Failures and Remedial Actions.*** Identify any dam failures or incidents that have occurred during the reporting period and whether or not they were reported to the National Performance of Dams Program (NPDP). Describe follow-up actions, both site-specific and specific to the agency's dam safety program. What were the total number of failures or incidents reported to the NPDP?
- I. ***Emergency Action Planning.*** Describe in detail the status of the agency's emergency action planning program. Report on the agency's procedures for testing established Emergency Action Plans (EAP's). Identify those dams that do not yet have programs comparable to those defined in the Guidelines and the schedule for implementing emergency action planning at those dams. Also identify actions taken to coordinate and encourage state and local government involvement regarding your agency's dam safety program, especially in emergency action planning.

J. ***Application of ICODS Technical Guidance.*** Please describe the actions taken by your agency to implement the guidelines (listed below) and the status of their implementation:

- Emergency Action Planning for Dam Owners
- Federal Guidelines for Earthquake Analyses and Design of Dams
- Selecting and Accommodating Inflow Design Floods for Dams
- Hazard Potential Classification System for Dams

K. ***State Dam Safety Agency Involvement.*** Please describe in detail those areas in which your agency maintains cooperative relationships with state agencies for such activities as inspections, training, or inventories.

L. ***Research and Development and Special Initiatives.*** Identify special initiatives taken to support or improve your agency's dam safety program. Include in the discussion dam safety research studies completed or in progress, technology transfer implemented as a result of research design standards or procedural guidelines that have been published, and complete special technical or instrumentation studies with a potentially broad or significant impact on dam safety.

M. ***Public Concerns.*** Public concerns include, but are not limited to, local or regional political interests, legislation, perceptions of risk or hazard, environmental factors, and social conflict. Have dams under your jurisdiction been the subject of public concern? If so, what actions were taken? Does your dam safety program have procedures for the early assimilation of public views into dam planning, construction, and operation?

III. Impact on Agency Operations

Provide information on the impact of the Guidelines on agency operations, both positive and negative. Beneficial impacts can be expressed by reduced risk of loss of life and reduced potential for damage losses. Negative impacts can include such aspects as additional costs or time delays in regulatory approval or the provision of federal financial assistance. Also include your agency-wide expenditures (in dollars and FTE's) for dam safety over the last 2 years.

IV. Additional Observations (Optional)

Provide any additional observations or comments on the National Dam Safety Program and/or your agency's implementation of the Guidelines that were not covered under Sections I-III.