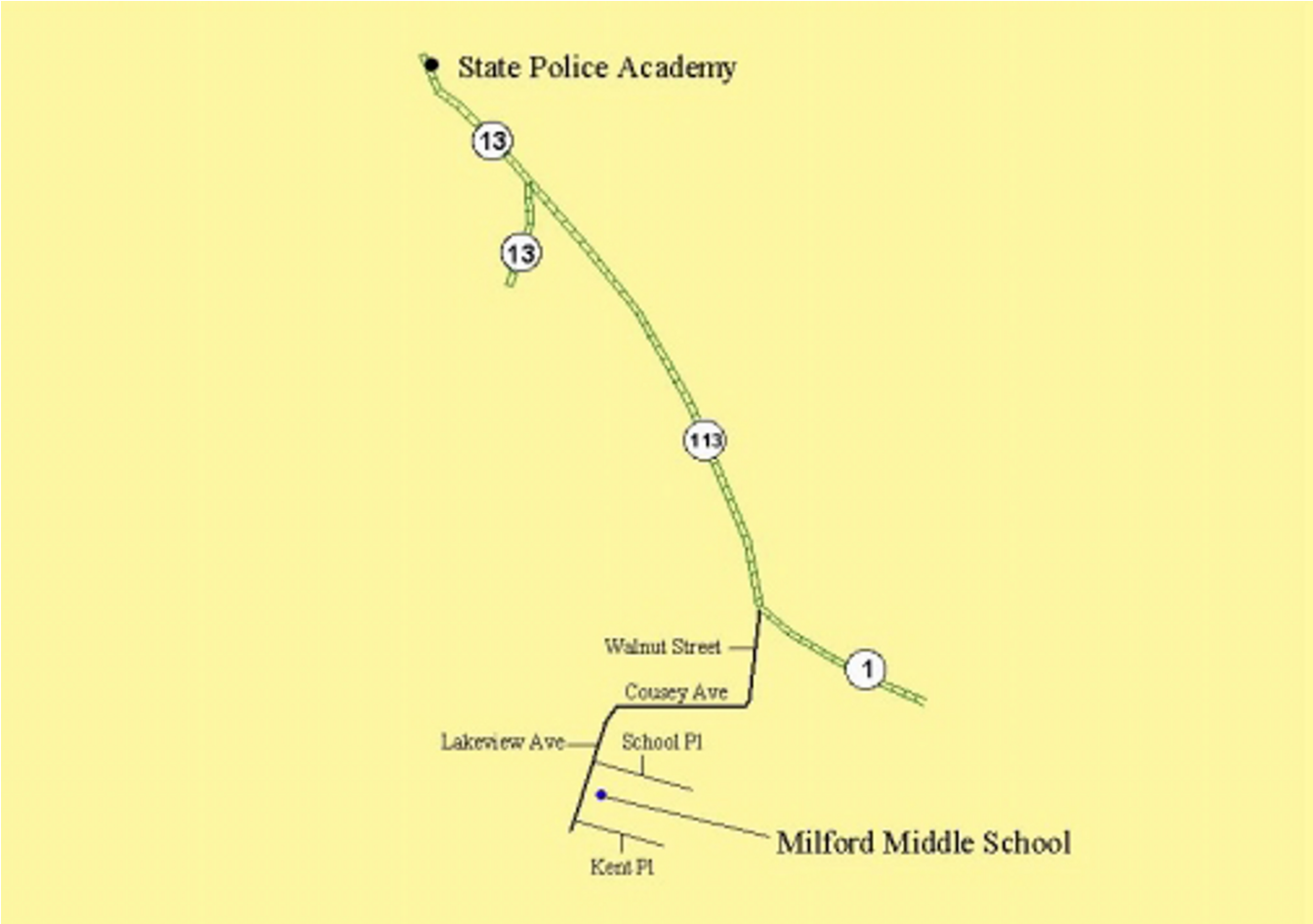
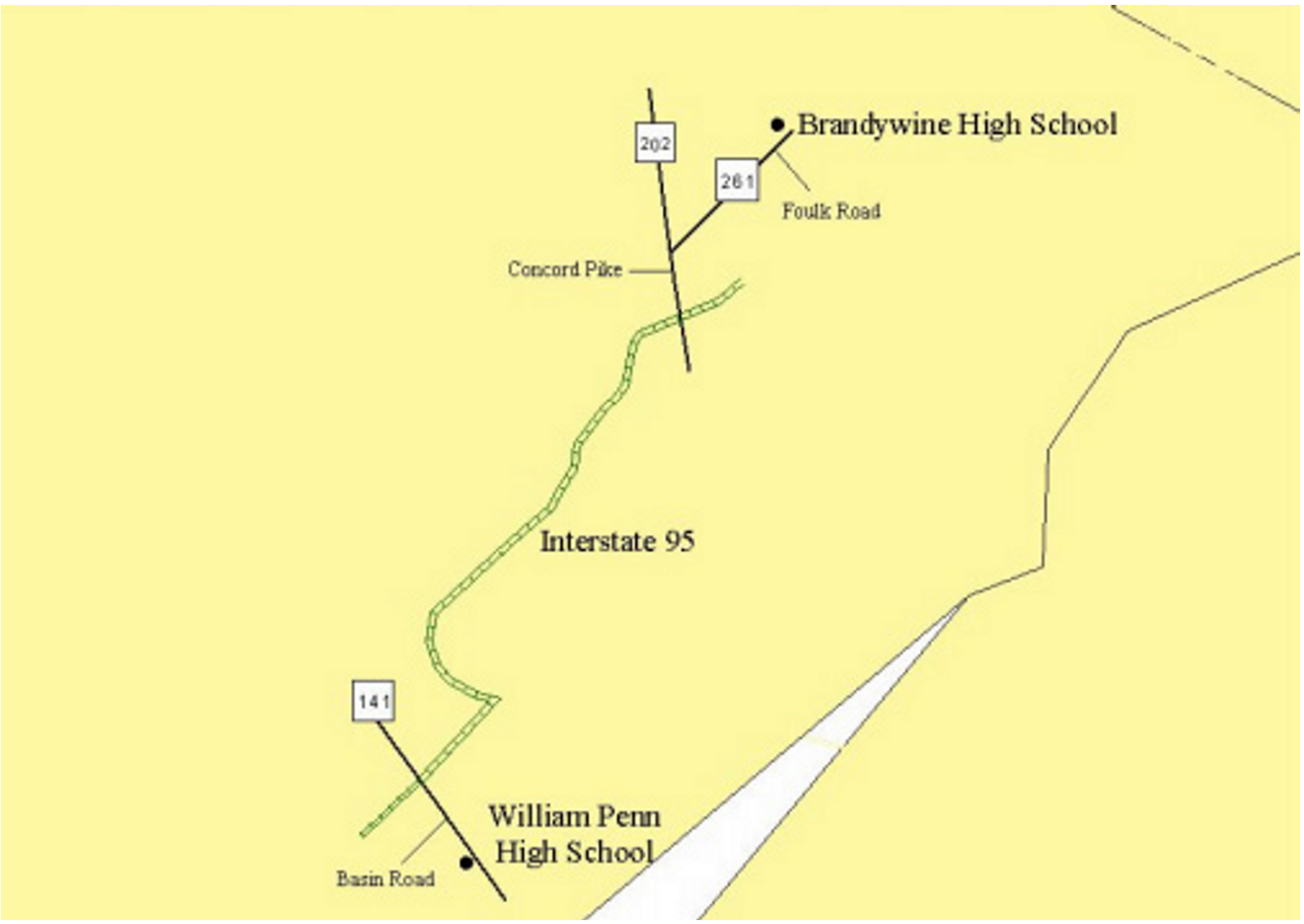
ATTACHMENT SOP 1300-B25
DELAWARE STATE POLICE ACADEMY
TO MILFORD MIDDLE SCHOOL



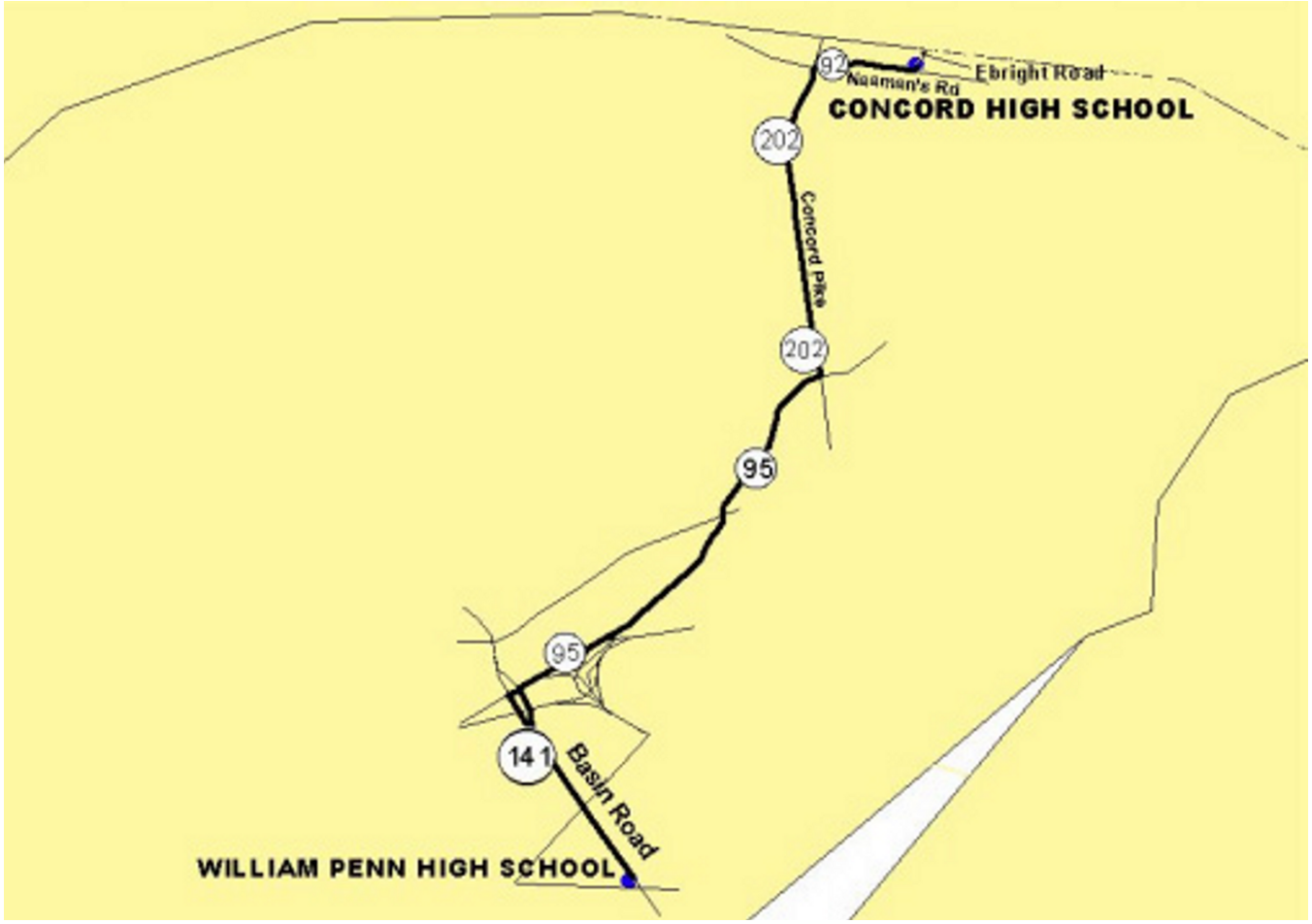
TRAVEL ALONG ROUTE 13 SOUTH TO ROUTE 13 SOUTH TO ROUTE 113. PROCEED SOUTH ALONG ROUTE 113 TO ROUTE 36 (LAKEVIEW AVENUE). TURN LEFT ON ROUTE 36 TO MILFORD MIDDLE SCHOOL. TRAVEL DISTANCE APPROXIMATELY 23 MILES.

ATTACHMENT SOP 1300-B26
WILLIAM PENN HIGH SCHOOL
TO CONCORD HIGH SCHOOL



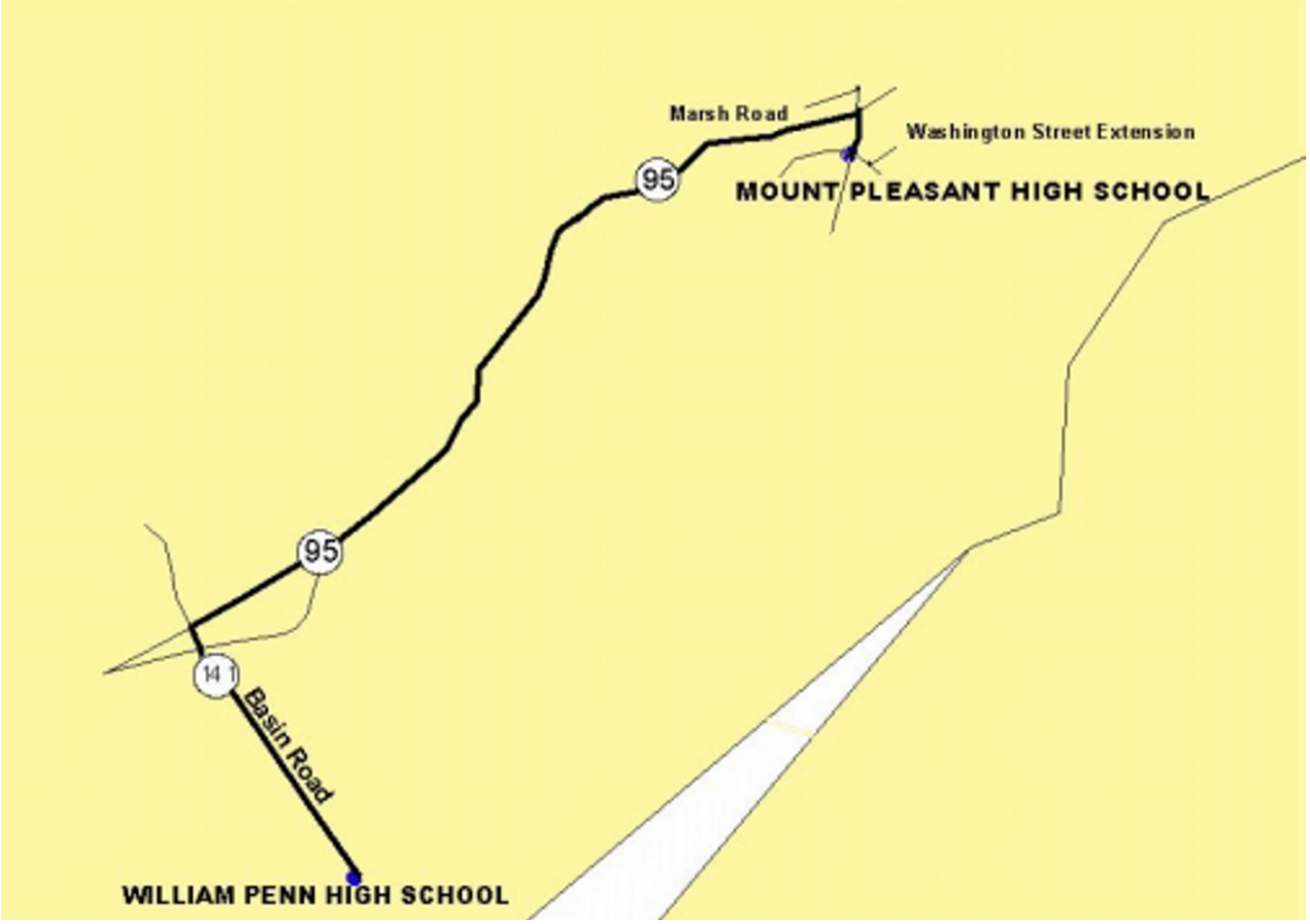
TAKE BASIN ROAD (ROUTE 141) GOING NORTH. PROCEED ON BASIN ROAD TO ROUTE 95 NORTH TO CONCORD PIKE (ROUTE 202) NORTH. TAKE ROUTE 202 TO FOULK ROAD (ROUTE 261) NORTH. PROCEED NORTH ALONG FOULK ROAD TO BRANDYWINE HIGH SCHOOL. TRAVEL DISTANCE APPROXIMATELY 12 MILES.

ATTACHMENT SOP 1300-B27
WILLIAM PENN HIGH SCHOOL
TO CONCORD HIGH SCHOOL



TAKE BASIN ROAD (ROUTE 141) GOING NORTH. TAKE ROUTE 95 NORTH TO CONCORD PIKE (ROUTE 202) NORTH. TAKE ROUTE 202 TO NAAMANS ROAD (ROUTE 92). TRAVEL EAST ALONG NAAMANS ROAD TO EBRIGHT ROAD. MAKE LEFT ON EBRIGHT ROAD AND PROCEED TO CONCORD HIGH SCHOOL. TRAVEL DISTANCE APPROXIMATELY 14 MILES.

ATTACHMENT SOP 1300-B28
WILLIAM PENN HIGH SCHOOL
TO MT. PLEASANT HIGH SCHOOL



TAKE BASIN ROAD (ROUTE 141) GOING NORTH. PROCEED ON BASIN ROAD TO ROUTE 95 NORTH TO MARSH ROAD. EXIT MARSH ROAD SOUTH TO WASHINGTON STREET EXTENSION TO MOUNT PLEASANT HIGH SCHOOL. TRAVEL DISTANCE APPROXIMATELY 11 MILES.

SOP 1300-C EVACUEE REGISTRATION CENTER OPERATIONS DOVER

1.0 FACILITY ACTIVATION - STATE HEADQUARTERS AND NATIONAL GUARD ARMORY/DOVER

1.1 Headquarters State Area Command (STARC) EOC has notified the 261st Signal Brigade to activate the designated Armory as an "Evacuee Registration and Decontamination Site" in response to a radiological emergency in support of Delaware National Guard OPLAN 3-89.

1.2 The DNG Officer in Charge (OIC) will coordinate with higher headquarters and outside agencies prior to their arrival on site.

1.3 The Officer in Charge will supervise the establishment of the decontamination site. He/She will assign DNG personnel to stations and coordinate with outside agency personnel who are working at the Armory site. The DNG personnel will provide the monitoring and decontamination functions while outside agency personnel will provide registration and other social service functions. The Officer in Charge must insure that all tasks are completed.

<u>The Officer's responsibilities are:</u>

1.3.1 Brief all participants (Battalion NBC NCO, AGR, DHSS, ARC) on event status, procedures, facility, equipment and personnel assignments for the radiological monitoring, decontamination and registration of evacuees and vehicles. The OIC will then use the following list to assign tasks to individuals and groups to establish the decontamination site. The OIC must oversee the set up of each station. He/She is responsible for stations activation.

1.3.2 Issue personal dosimetry and protective clothing to AGR personnel.

1.3.3. Lock all outside doors to the building.

1.3.4 Unlock the door into the staff offices.

1.3.5 Position radios at all stations and test the communications system.

1.3.6 Provide communication system to ARC and DHSS stations.

1.3.7 Place Entrance and Exit signs to building.
- Place signs at each station
- Post direction signs (yellow arrows)

1.3.8 Prepare facility to receive contaminated personnel.

1.3.9 Post signs to mark contaminated areas.

1.3.10 Set up a dressing area in the basement decontamination area.
- Stock the area with paper gowns

1.3.11 Place plastic floor covering throughout the decontamination area (stations #4, #5, #6).

1.3.12 Mark dumpster "Contaminated Waste".

1.3.13 Mark Storage Room "Emergency Supplies".

1.3.14 Distribute boxed supplies to the appropriate stations (boxes will be marked) Remaining supplies are to be moved to station #2A.

1.0 FACILITY ACTIVATION (continued)

1.3.15 Use chairs to form waiting area in the garage section for severely contaminated personnel to await medical evacuation.

Note: All boxes are marked by Station # and contain all the necessary supplies with the exception of the Portal Monitor E140 Survey Meters (or equivalent), TLDs and High Range and Low Range Dosimetry, batteries. Those items are stored at the Armory supply area.

1.4 **Stations Location**

1.4.1 Station #1 - Vehicle Monitoring - Attach. C-1
1.4.2 Station #2 - Personnel Monitoring - Attach. C-2
1.4.3 Station #2A- Registration Forms Processing - Attach. C-2A
1.4.4 Station #3 - Vehicle Decontamination & Re-scan. - Attach. C-3
1.4.5 Station #4 - Pre-decontamination Registration - Attach. C-4
1.4.6 Station #5 - Decont. Personnel Traffic Control - Attach. C-5
1.4.7 Station #6 - Personnel Decontamination Control - Attach. C-6
1.4.8 Station #7 - Personnel Post-decontamination Control - Attach. C-7
1.4.9 Station #8A- DHSS - Registration Processing - Attach. C-8
Station #8B- DHSS - Registration Processing - Attach. C-8
1.4.10 Station #9A- ARC - Registration Processing - Attach. C-9
Station #9B- ARC - Registration Processing - Attach. C-9
1.4.11 Station #10- Communications Area - Attach. C-10

1.5 Assigned Responsibilities by Station

The following attachments contain stations identification, required supplies, assigned personnel and their function.

1.6 Calibration Information

All calibration data (High Range and Low Range) is available at Delaware Emergency Management Agency (DEMA).

2.0 PERSONNEL RESPONSIBILITIES

2.1 The ERCs will be staffed by the DNG, the Department of Health and Social Services (DHSS), the American Red Cross (ARC), Dover and Capitol Police.

2.2 The DNG will perform radiological monitoring functions and manage overall operations. DNG has primary responsibility for emergency worker exposure control. Acceptable levels will be set by authorized medical personnel or reference will be made to SOP 802.

2.3 The DHSS personnel will perform registration and recording functions as well as providing necessary social services.

2.4 The Dover Police and Capitol Police will perform traffic control and law enforcement functions.

2.5 The ARC will provide emergency first aid services and will supervise all shelter nurses. ARC will coordinate with DHSS to determine assignment of evacuees to disaster shelter.

ATTACHMENT SOP 1300 - C1

EVACUEE REGISTRATION CENTER OPERATIONS/DOVER

Station #1

Station #1 - Vehicle Monitoring

Bin	1
Booties	1 box
Boots (latex)	2 pairs
Chairs	2
Communications Equipment (intercom & radio)	2
Desk/Table	1
Dosimetry Information Sign	1
Emergency Worker Instruction Cards	7
Gloves (latex)	2 pairs
Pad (8 1/2x11 & 5x8)	1 each
Paper clips #3	20 boxes
Pencil Sharpener	1
Pencils, pens	1 box each
Rubber bands (size 30)	1 - 1 lb box
Saran Wrap	1 roll
Station sign	1
Stapler and staples	1 and 5000
Step ladder	1
Surgical gloves	1 box
Survey Meters - E140 (or equivalent)	2
Talcum powder	1
Tape dispenser & rolls of tape	1 and 2
Vehicle Registration Forms	100

Vehicle Monitoring Personnel: 7 DNG personnel (2 registration forms processors, 2 scanners, 2 drivers, 1 escort). DNG personnel will wear gloves and latex boots except for the drivers who will only drive uncontaminated vehicles. Personnel at this station will perform the following duties:

a) Place barrier tape around the entrance parking lot so that there is only one entrance from the street and only one exit.
b) Fill out Vehicle Registration Forms (ensure proper form disposition).
c) Scan vehicles - interior and exterior.
d) Provide occupants with booties.
e) If, the vehicle is clean, escort all occupants to Station #2 for scanning. DNG driver will drive the vehicle to the clean parking area.
f) If, the vehicle is contaminated, it then will be driven straight to the contaminated parking area for decontamination (the owner/driver of the vehicle will drive the automobile to station #3 for decontamination).

- If vehicle is successfully de-contaminated, it will be driven to the clean parking area by DNG driver and the vehicle owner will be directed to Station #2 for processing.

ATTACHMENT SOP 1300 - C1 (continued)

EVACUEE REGISTRATION CENTER OPERATIONS/DOVER

Station #1

f) If after the 3rd washing the vehicle is still contaminated, it will be driven to the contaminated parking area by the owner/driver who will then be directed to Station #2 for processing.

Vehicle keys

If the vehicle is successfully de-contaminated, the keys will remain in the unlocked vehicle in the clean parking area for owner's retrieval.

If the vehicle can not be de-contaminated, it will be moved to the contaminated parking area, locked, and keys will be turned over to the owner/driver.

NOTE: Use the phrase "THIS IS A DRILL" before and after each transmission (radio, phone, etc.)

ATTACHMENT SOP 1300-C2

EVACUEE REGISTRATION CENTER OPERATIONS/DOVER

Station #2

Station #2 - Personnel Monitoring

Binder clips	12
Bins	3
Chairs	3
Clip boards	2
Communication equipment (intercom & radio)	2
Computer pape	1 box
Contaminated "Body Map" tags	200
Disposable container w/liner	1
Dosimetry Information Sign	1
Emergency Worker Instruction Cards	8
Evacuee Registration Forms	200
Evacuee De-Contamination Forms	200
Extension Cord (100 ft)	1
Full PC suits	8
Pads (8 1/2x11 & 5x8)	1 each
Paper clips	10 boxes
Partition/divider/cones	As many as necessary
Pencil sharpener	1
Pencils, pens	2 boxes each
Portal Monitor	1
Portal Monitor Tracking Forms	100
Printer and extension cord	1 each
Rubber bands	1 - 1 lb box
Saran wrap/plastic wrap	2 rolls
Scissors	1
Stapler and staples	1 and 1 box (5000)
Station signs	2
Step off mats	100
Surgical gloves	1 box
Survey Meter - E140 (or equivalent)	2
Tags (for PM#)	2 boxes
Talcum powder	1
Tape dispenser and tape	1 and 2 rolls
Tongs	1

Personnel Monitoring: 8 DNG personnel. 2 scanners, 2 information recorders, 1 Portal Monitor operator, 1 forms processor, 1 escort, 1 personnel traffic control. Protective clothing will be worn by DNG personnel. **DHSS personnel will work in an uncontaminated area only.**

a) Traffic control person will direct evacuees to Portal Monitor.
b) Scan personnel via Portal Monitor.
c) If there is indication of possible contamination re-scan personnel using the Portable Survey Meter, e.g. Eberline E-140.
d) Clean - fill out Evacuee Registration form (PM# and name only).

EVACUEE REGISTRATION CENTER OPERATIONS/DOVER

Station #2

e) Contaminated - fill out De-Contamination Record form in full. Mark contaminated area/s on the "Body Map", enter evacuee's name and PM# and give it to the evacuee to carry with him/her for the decontamination process.
f) The Portal Monitor (PM) tracking number associated with the evacuee's name will be noted on a tag (use ball point pen) and given to the evacuee to carry with him/her to Station #6 where it will be attached to his/her clothing bag.
g) Direct non-contaminated personnel to Registration Stations #8A & #9A.
h) Escort contaminated personnel to Station #4 for de-contamination process. Deliver Evacuee Registration/Decontamination Form to station #4 while providing escort.
I) DNG personnel will escort personnel to the appropriate station.

NOTE: Use the phrase "THIS IS A DRILL" before and after each transmission (radio, phone, etc.).

Station 2A

Station #2A - Registration Forms Processing

Chair	1
Communication Equipment (intercom & radio)	2
Pads (8 1/2x11 & 5/8)	1 each
Pens	2
Station sign	1
Table/desk	1

Registration Forms Processing: 1 DNG Personnel

a) Deliver Registration Forms (which will be handed over by Station #4 runner) to Station 8B (DHSS).

b) Make an announcement to all stations every 15 minutes (via communication equipment) and remind the Emergency Workers to record their dosimetry reading.

NOTE: Use the phrase "THIS IS A DRILL" before and after each transmission (radio, phone, etc.)

Station #3

Station #3 - Vehicle Decontamination and Re-Scan

Buckets	2
Chairs	2
Clip boards	2
Communication Equipment (intercom & radio)	2
Dosimetry Information sign	1
Emergency Worker Instruction Cards	3
Full Cover Splash Shield	4
Full PC Suits (industrial boots)	3
HEPA Vacuum cleaner	1
Hose (50 ft)	3
Mops	2
Pads (8 1/2x11 and 5x8)	1 each
Pencil sharpener	1
Pencils, pens	1 box each
Radiac wash	5 gal.
Saran wrap	1 roll
Sponge	2
Station and parking area signs	4
Step ladder	1
Survey Meter - E140 (or equivalent)	2
Table/desk	1
Waste container w/liner	1
Wheel brushes	2

Vehicle Decontamination & Re-scan: 3 DNG Personnel. 2 workers, 1 scanner. Protective clothing will be worn.

Vehicle Decontamination

a) The owner/driver of the vehicle will remain at the station during the vehicle decontamination process.
b) Vacuum interior of vehicle using the HEPA vacuum.
c) Wash exterior of vehicle using the Radiac Wash.
d) **WATER FLOW MUST BE DIRECTED TOWARD THE DRAINAGE.**

Vehicle Re-scan

a) Re-scan vehicle using the Survey Meter E-140 (or equivalent).
b) If the vehicle is clean (uncontaminated), request a DNG driver from Station #1 (via communication equipment) who will then drive the vehicle to the clean parking area. Direct the vehicle owner/driver to Station #2 for processing.
c) If still contaminated, re-direct vehicle back to wash.
d) If vehicle can not be de-contaminated after 3 attempts, instruct the vehicle owner/driver to drive the vehicle to the contaminated parking area (display Vehicle Registration Form in window), then direct him/her to Station #2 for processing.

NOTE: Use the phrase "THIS IS A DRILL" before and after each ransmission (radio, phone, etc.)

ATTACHMENT SOP 1300 - C4

EVACUEE REGISTRATION CENTER OPERATIONS/DOVER

Station #4

Station #4 - Pre-decontamination Registration

Bins	2
Blankets	15
Chairs	2
Clip board	2
Communication Equipment (intercom & radio)	2
De-contamination Tracking Forms	50
Dosimetry Information sign	1
Emergency Instruction Cards	3
Full PC suits	3
Pad (8 1/2x11 and 5x8)	1 each
Pencil sharpener	1
Pencils, pens	1 box each
Station sign	1
Table/desk	1
Waste basket	1

Decontamination Registration: 3 DNG personnel. 2 logging and forms processing, 1 runner.

a) Collect De-contamination Forms from the escort.

b) Enter the PM# (Portal Monitor) and each evacuee's name on the tracking form.

c) Direct evacuees toward Shower area (stations #5 & #6).

d) **You will be notified by DNG personnel from Station #7 (Re-scan station) via radio on decontamination status of each evacuee.**

e) Successfully decontaminated evacuee's De-contamination form will be filled out accordingly and forwarded via runner to DNG person at Station #2A who will forward the form to Station 8A (DHSS) for evacuee's sheltering or release processing (Transcribe information on the evacuee's form before the form is sent to Station 2A).

f) Fill out the De-contamination Tracking Form according to each evacuee's status (clean - yes/no).

g) Forms for evacuees who can not be decontaminated will be marked accordingly and placed in the Post-decon bin.

h) Oversee evacuees who are awaiting hospital transport. They will be located in same area as you.

NOTE: Use the phrase "THIS IS A DRILL" before and after each transmission (radio,phone, etc).

ATTACHMENT SOP 1300-C5

EVACUEE REGISTRATION CENTER OPERATIONS/DOVER

Station #5

NOTE!!! - STATIONS #5 AND #6 WILL BE CONTROLLED BY THE SAME DNG PERSONNEL. THIS IS A DUAL FUNCTION

Station #5 - Decontamination Personnel Traffic Control

Bin	1
Chairs	4
Communication equipment (intercom & radio)	2
Dosimetry Information Sign	1
Emergency Worker Instruction Cards	4
Full PC suits	4
Pad (8 1/2x11 and 5x8)	1 each
Pencil sharpener	1
Pencils, pens	1 box each
Property Forms	200
Scissors	1
Station sign	1
Table/desk	1

Personnel Traffic Control: 4 DNG personnel. 2 male and 2 female DNG personnel (dual function).

a) DNG person will complete the "Property Form" for each evacuee before entering the shower area.

b) Direct groups of individuals into the shower area.

c) Groups will be females/males and will be directed into the shower area by female/male DNG person as appropriate.

d) Communicate to Station #7 which group/individual is entering the shower area (identify by gender).

NOTE: Use the phrase "THIS IS A DRILL" before and after each transmission (radio, phone, etc.)

ATTACHMENT SOP 1300-C6

EVACUEE REGISTRATION CENTER OPERATIONS/DOVER

Station #6

NOTE!!! - STATIONS #5 AND #6 WILL BE CONTROLLED BY THE SAME DNG PERSONNEL. THIS IS A DUAL FUNCTION

Station #6 - Personnel Decontamination Control

Brushes	15
Clip board	4
Direction signs (arrows)	2
Disposal container (for clothing)	1
Dosimetry Information sign	1
Hospital clothing	100
Liquid soap	20 bottles
Pad (8 1/2x11 and 5x8)	1 each
Partition	1
Pencils, pens	2 boxes each
Plastic bags (self tie)	6 boxes
Plastic trash bags (55 gal)	5
Rubber bands (size 30)	1 - 1 lb box
Station sign	1
Surgical Gloves	1 Box
Table/desk	1
Tape dispenser and tape	1 each
Wash cloths	50

Personnel Decontamination Control: 4 DNG personnel. 2 Male and 2 Female DNG personnel (dual function).

a) Put trash can with liner in the shower area for used towels and wash cloths.
b) Mark area in the showers for "Contaminated Clothing" storage
c) Place partition/divider at the shower entrance.
d) Evacuees will disrobe and relinquish their personal items for storage.
e) Personal items that were worn while possible contamination occurred (i.e., rings, bracelets, necklaces, glasses) may remain on the person and will be decontaminated in the shower.
f) Items that can not be decontaminated will be itemized on the Property Form and will be stored in a plastic bag. Each bag will be sealed, tagged with PM# and set aside for storage.
g) The Property Form must be filled in its entirety (including seal#).
h) Direct evacuee into the shower.
i) Evacuee will carry the "Body Map" with him/her through the shower process. Map will be given to DNG scanner at Station #7 (after the shower).
j) Provide hospital clothing to evacuees who can not be de-contaminated and will be "hospital transport". Direct those evacuees back to Station #4 where waiting area for hospital transport is located.

Note: Use the phrase "THIS IS A DRILL" before and after each transmission radio, phone, etc.)

ATTACHMENT SOP 1300-C7

EVACUEE REGISTRATION CENTER OPERATIONS/DOVER

Station #7

Station #7 - Personnel Post-decontamination Control

Bins	4
Blankets	15

Chairs	2
Communication equipment (intercom & radio)	2
Disposable towels	100
Dosimetry Information Sign	1
Emergency Worker Instruction Cards	4
Full PC suits	2
High partition (for outside)	1
Pad (8 1/2x11 and 5x8)	1 each
Paper clips	10 boxes
Pencil sharpener	1
Pencils	1 box
Rubber bands (size 30)	1 - 1 lb box
Saran wrap	1 roll
Scissor	1
Shower mats	100
Sign (re-dress area)	1
Station sign	1
Stand (typing)	1
Survey Meter - E140 (or equivalent)	2
Table/desk	1
Temporary clothing	100
Tongs	1
Waste container	1

Personnel Post-decontamination Control: 4 DNG Personnel (2 male/2 female)

a) Place shower mat at shower exit and provide disposable towel to each evacuee as they exit shower. After using the towel, direct evacuee to place the towel in waste container.

b) Re-scan personnel (standing on clean mat). While scanning, concentrate on areas which are marked on the "Body Map".

c) Direct clean/uncontaminated personnel to the dressing area and discard the "Body Map".

d) Direct still contaminated personnel back into the shower.

e) Personnel who are still contaminated after the third washing will be directed back to Station #6 where they will be given clean hospital clothing and directed to the designated holding area for hospital transport. (Medical evacuation will be initiated in accordance with SOP 1501). The "Body Map" may accompany the evacuee if he/she wishes.

ATTACHMENT SOP 1300-C7 (continued)

EVACUEE REGISTRATION CENTER OPERATIONS/DOVER

Station #7

e) It may be discarded since contaminated area/s will be noted on the "Decontamination Form".

f) Direct clean personnel to the DHSS and ARC stations (station #8B and 9B) for shelter and/or release processing.

g) Contact station #4 via radio and give individual's decontamination status (i.e. John Smith, tag #17 is clean/Jane Doe, tag #22 will be medical transport).

h) Replace shower mats after each shower process using tongs. Discard mats into waste barrel. Place new mat by shower exit.

NOTE: Use the phrase "THIS IS A DRILL" before and after each transmission (radio, phone, etc.)

ATTACHMENT SOP 1300 - C8

EVACUEE REGISTRATION CENTER OPERATIONS/DOVER

Stations 8A and 8B

Stations #8A & #8B - DHSS Registration Processing

Binder clips	2 boxes
Bins	4
Chairs	4

Communication equipment (cell phone, intercom & radio)	3
Evacuee Registration Forms	100
Pad (8 1/2x11 and 5x8)	2 each
Paper clips	2 boxes (2000)
Pencil sharpener	1
Pencils, pens	2 boxes each
Rubber bands (size #30)	1 - 1 lb box
Scissors	1
Station signs	2
Stapler	2
Staples	2 boxes
Tables	2
Tape dispenser and tapes	1 and 3

DHSS Registration Processing - Staffed by 4 DHSS personnel

a) Fill out forms for non-contaminated evacuees in its entirety.

b) Forms for decontaminated individuals must be completely filled out.

c) Maintain log of processed evacuees.

d) Maintain log of medically transported evacuees (which medical facility).

e) Direct evacuees in need of sheltering to the ARC stations (# 9A and # 9B).

f) Re-unite separated families (or assist in re-uniting).

g) Stay in communication with ARC regarding sheltered evacuees (which shelter).

h) Distribute Evacuation Registration Forms according to paragraph 2.10.1.

NOTE: Use the phrase "THIS IS A DRILL" before and after each transmission (radio, phone, etc.)

ATTACHMENT SOP 1300 - C9

EVACUEE REGISTRATION CENTER OPERATIONS/DOVER

Stations 9A and 9B

Stations #9A and #9B - ARC Registration Processing

Binder clips	2 boxes
Bins	4

Chairs	4
Communication equipment (cell phone, intercom & radio)	3
Pad (8 1/2x11 and 5x8)	2 each
Paper clips	2 boxes
Pencil sharpener	1
Pencils, pens	2 boxes each
Scissors	1
Stapler	2
Staples	2 boxes
Station signs	2
Tables	2
Tape dispenser and tape	1 and 2 rolls

ARC Registration Processing - Staffed by 4 ARC personnel

a) Process evacuees for sheltering.

b) Maintain communications with DHSS regarding sheltered evacuees (which shelter).

NOTE: Use the phrase "THIS IS A DRILL" before and after each transmission radio, phone, etc.)

ATTACHMENT SOP 1300 - C10

EVACUEE REGISTRATION CENTER OPERATIONS/DOVER

Communications Area

Station #10 - Communications Area

Communication Equipment - Property of the DNG

Operation Center: 4 DNG personnel (OIC, Operations Officer, Radio Switchboard Operator and NCOIC)

a) Maintain communications with all stations.

b) Coordinate with all participating organizations.

c) Communication equipment for participating agencies will be supplied by the DNG.

NOTE: Use the phrase "THIS IS A DRILL" before and after each transmission radio, phone, etc.)

ATTACHMENT SOP 1300-C11

EVACUEE REGISTRATION CENTER OPERATIONS/DOVER

PORTAL MONITOR TRACKING FORM

PM #	Last Name, First Init.	Clean YES	NO
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
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21			
22			
23			
24			
25			
26			
27			
28			
29			
30			

ATTACHMENT SOP 1300-C12

EVACUEE REGISTRATION CENTER OPERATIONS/DOVER

DE-CONTAMINATION TRACKING FORM

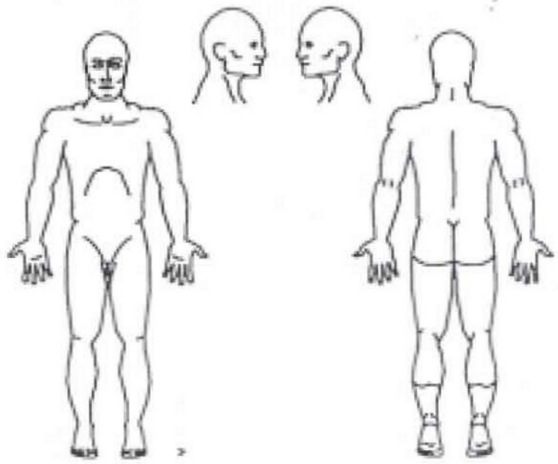
PM #	Last Name, First Init.	Hospital Transport	
		YES	NO

ATTACHMENT SOP 1300-C13

EVACUEE REGISTRATION CENTER OPERATIONS/DOVER

CONTAMINATED "BODY MAP"

BODY MAP
INDICATE AREAS OF CONTAMINATION / INJURY
I = INJURY C = CONTAMINATION



LAST NAME: _____ PM #: _____

ATTACHMENT SOP 1300-C14

EVACUEE REGISTRATION CENTER OPERATIONS/DOVER

PROPERTY RECEIPT FORM

Name_____**Tag#**_____

SS#_____**Phone Number**_____

Address_____

_____

Reception Center_____

Received By:_____**Date:**_____

ITEMS OTHER THAN CLOTHING (Wallet, Firearms, Jewelry, etc.)
Include particular identifying marks and/or obvious damage, i.e. missing stones, in jewelry, engraved identification, type of a wallet (leather, vinyl), etc.

Item/s_____

_____

_____

CLOTHING (Skirt, Blouse, Shoes, etc.)
Include particular identifying marks and/or obvious damage, i.e. monograms, embroidery, patches, rips, etc.

Items_____

_____

_____

OTHER
Be as specific as possible in items description

Items_____

_____

_____

_____

STORAGE LOCATION_____

OWNER'S SIGNATURE_____

FORM DISPOSITION:	WHITE	-	DEMA
	YELLOW	-	ERC
	PINK	-	EVACUEE

ATTACHMENT SOP 1300-C15

PM#:_____

REGISTRATION/DECONTAMINATION FORM

EVACUEE_____ EMERGENCY WORKER_____

CITY: _____ STATE: _____

TELEPHONE: (HOME) _____ (BUSINESS) _____

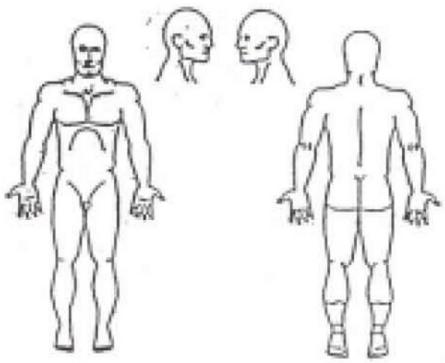
INDIVIDUAL IS: ❑ CLEAN ❑ CONTAMINATED DATE: _____

RECENT MEDICAL HISTORY: _____

PREGNANT? ❑ YES ❑ NO

CONTAMINATED AREAS

LOCATE WITH AN ARROW (→)
DESCRIBE BELOW.



CONTAMINATED AREA: ↓	INITIAL INSTRUMENT: BACKGROUND: READINGS: CPM or MR/HR	RESURVEY 1 INSTRUMENT: BACKGROUND: READINGS: CPM or MR/HR	RESURVEY 2 INSTRUMENT: BACKGROUND: READINGS: CPM or MR/HR	RESURVEY 3 INSTRUMENT: BACKGROUND: READINGS: CPM or MR/HR
	TIME:	TIME:	TIME:	TIME:

DECON METHOD: ❑ CLOTHING REMOVAL ❑ LOCAL WASH ❑ SHOWER

MONITOR NAME:_____ RESURVEY MONITOR NAME:_____

DISPOSITION: ❑ DECONTAMINATED ❑ CONTAMINATED

SEND TO:_____

Form Distribution: White - DEMA
Green - PUBLIC HEALTH
Yellow - DECONTAMINATION CENTER
Pink - HOSPITAL
Gold - Evacuee

ATTACHMENT SOP 1300-C16

EVACUEE REGISTRATION CENTER OPERATIONS

Vehicle Registration Form

Automobile Contamination

Last First MI

NAME _____ TELEPHONE _____ (Home)

ADDRESS _____

CITY _____ STATE _____

VEHICLE INFORMATION

Vehicle Year _____ Vehicle Make _____ Body Type _____

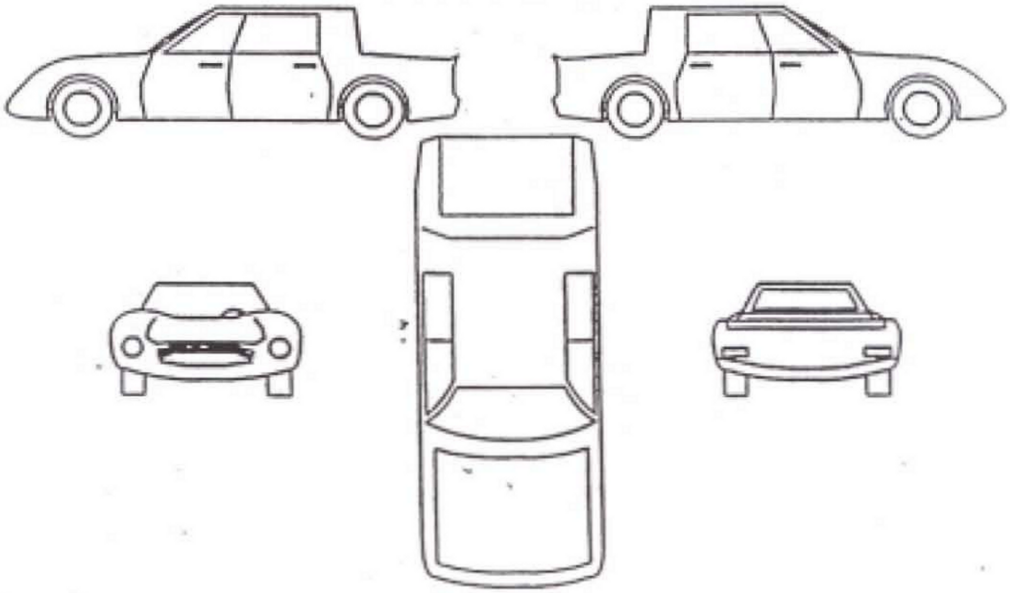
Color _____ Reg. State _____

Defects (Dents / Missing Parts, Etc.) _____

_____

EXTERIOR SURVEY RESULTS
(CPM MINUS BACKGROUND)

INDICATE LOCATION AND CONTAMINATION LEVEL BY USE OF ARROWS:



Print Monitor Name _____ Results _____

INTERIOR SURVEY RESULTS
(CPM MINUS BACKGROUND)

Print Monitor Name _____ Results _____

FINAL ACTION

Vehicle Decontaminated
Vehicle Contaminated. Moved to Contaminated Vehicle Storage Area.

Form Disposition: White - DEMA Yellow - ERC
Pink - Display in vehicle windshield

SOP 1300-C EVACUEE REGISTRATION CENTER OPERATIONS DOVER

2.0 FACILITY INSTRUCTIONS

2.1 Concept of Operation

On order of the STARC-EOC, the Officer in Charge (OIC) will execute this OPORD to establish a decontamination (decon) site. All coordination and direction will come through the STARC-EOC. Other State agencies will contact the OIC immediately upon arrival at the decon site. All on site coordination will be done with the OIC.

2.2 Entry within the 10 mile Emergency Planning Zone (EPZ) by DNG personnel must be authorized by the Task Force Commander.

2.3 Pregnant staff will not be employed in the EPZ nor in an area that may be contaminated)i.e., decontamination area.

2.4 Permissible levels of radiation exposure:

2.4.1 Refer to SOP 801, Attachment 801-A1, for radiation exposure dose limits.

2.4.2 Cumulative: (State Policy)

1.25 rem total dose limit (without permission to exceed)

25 rem thyroid

2.5 Inquiries from civilians should be handled by referring them to the Department of Health and Social Services representative.

2.6 SIGNAL:

2.6.1 Local Site Communications

a) Hand held commercial FM radios will be used for internal site communications

b) Back up communication, e.g. Intercome System

2.6.2 Outside Communications

a) The DNG commercial phone system will be the primary source of outside communications

b) The FM net will be the secondary system

SOP 1300-C EVACUEE REGISTRATION CENTER OPERATIONS DOVER

2.7 Relief Squad: Available DNG and DHSS personnel to relieve personnel at any station for short periods of time.

2.8 DNG will distribute the Vehicle Registration Form as follows:

2.8.1	Copy	White DEMA	Yellow DNG	Pink Individual

2.9 DHSS will distribute the Evacuee Registration Form as follows:

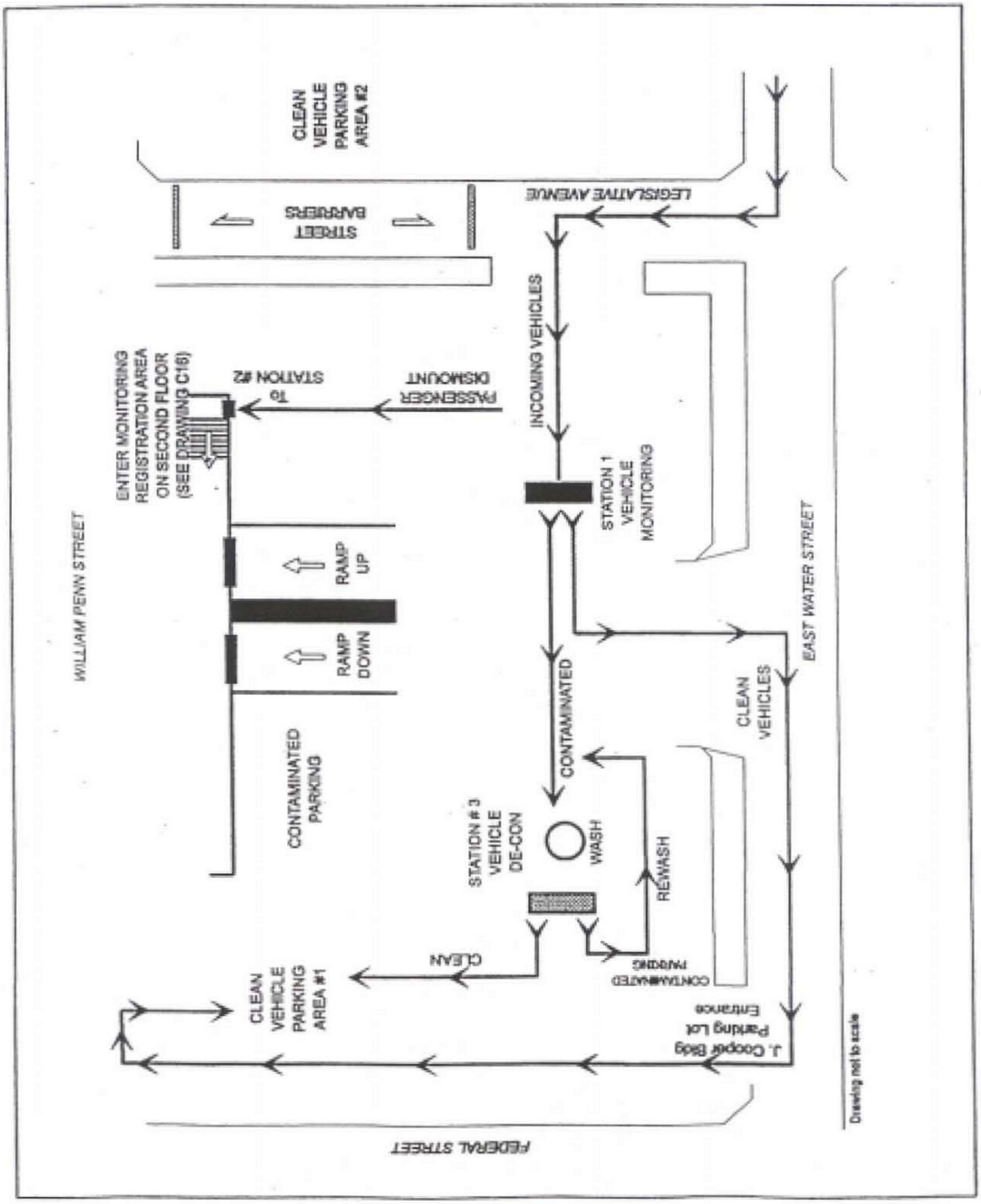
2.9.1	Copy	White DEMA	Yellow DNG	Pink Individual

2.10 Evacuation Routes

The evacuation routes from each of the Evacuee Registration Centers to the American Red Cross Care Centers, are contained in Attachment 1300-B6 through 1300-B17.

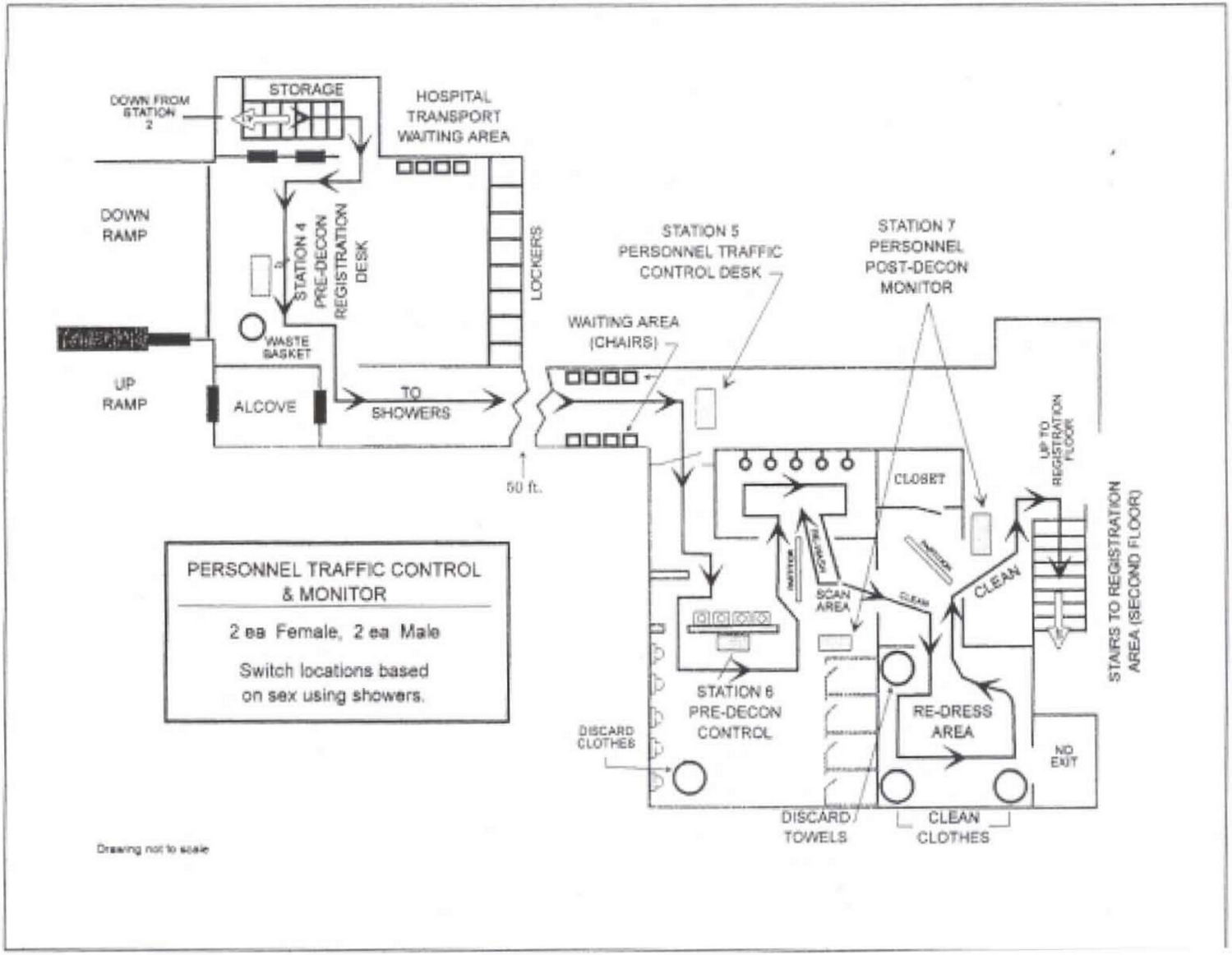
ATTACHMENT SOP 1300 - C17

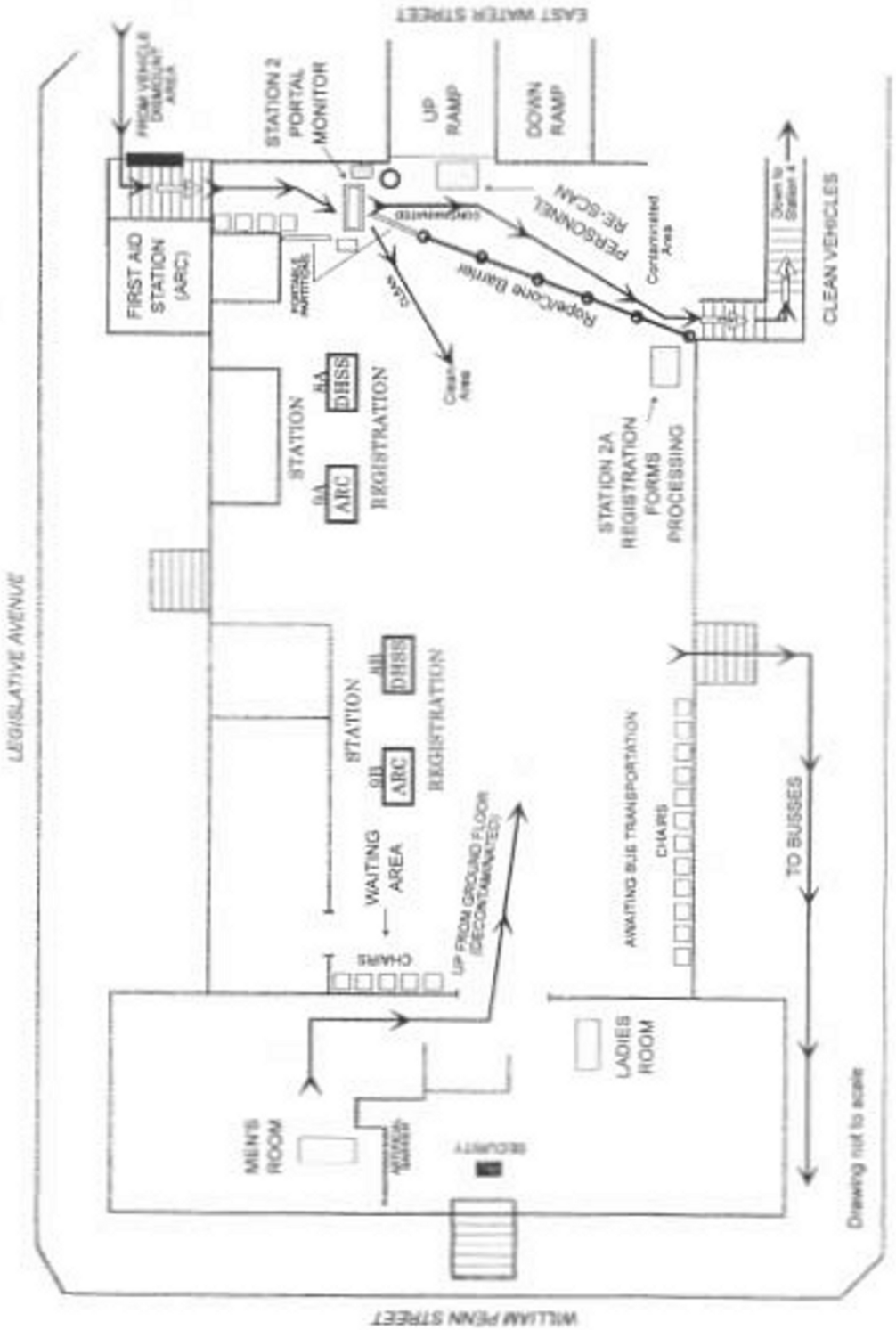
COLONEL JOHN HASLET ARMORY/DOVER
VEHICLE ENTRANCE PERSONNEL DISMOUNT



ATTACHMENT SOP 1300 - C18

COLONEL JOHN HASLET ARMORY/DOVER
FIRST (GROUND FLOOR/BASEMENT) FLOOR PLAN



ATTACHMENT SOP 1300 - C19

**COLONEL JOHN HASLET ARMORY/DOVER
MAIN (SECOND) FLOOR PLAN**