



OFFICE OF THE
SECRETARY

UNITED STATES
NUCLEAR REGULATORY COMMISSION
WASHINGTON, D.C. 20555-0001

February 25, 1998

Approved
[Signature]
2-26-98

MEMORANDUM TO: Chairman Jackson
Commissioner Dicus
Commissioner Diaz
Commissioner McGaffigan
Annette Vietti-Cook
FROM: Annette L. Vietti-Cook,
Assistant Secretary

SUBJECT: STAFF REQUIREMENTS MEMORANDUM

Attached is the staff requirements memorandum for COMNJD-98-002, Reduction of Vulnerabilities in Emergency Preparedness. A majority of the Commission has approved the text of this SRM and agrees that, in accordance with the Commission's Internal Procedures as reflected at page III-10. paragraph 5, because of the time urgency resulting from the pendency of the March 3, 1998 exercise, responses to this SRM are needed by COB Thursday, February 26, 1998.

Attachment:
As stated

cc: EDO
OGC

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PDR FOIA
RYAN98-121 PDR

Information in this record was deleted
in accordance with the Freedom of Information
Act, exemptions 5

FOIA- 98-121

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SECRETARY

UNITED STATES
NUCLEAR REGULATORY COMMISSION

WASHINGTON, D.C. 20555-0001

MEMORANDUM TO: Commissioner Diaz

FROM: John C. Hoyle

SUBJECT: COMNJD-98-002 - REDUCTION OF VULNERABILITIES IN
EMERGENCY PREPAREDNESS

The Commission has concurred in your proposal that the Chairman and Commissioners shall become cognizant of the agency's emergency procedures and responses and develop a schedule for Commissioners' training and participation in exercises. The Commission also agreed that the schedules of emergency planning exercises should be reported to the Commission during Agenda Planning meetings, adopted a specific priority policy for Commissioner training and leading exercises, and, pursuant to that policy, directed that you shall head the executive team for the March 3, 1998 exercise.

The attached memorandum to the Executive Director for Operations provides Commission guidance on this matter. This completes action on COMNJD-98-002.

cc: Chairman Jackson
Commissioner Dicus
Commissioner Diaz
Commissioner McGaffigan
EDO
OGC

8

MEMORANDUM TO: L. Joseph Callan
Executive Director for Operations

FROM: John C. Hoyle

SUBJECT: STAFF REQUIREMENTS: COMNJD-98-002 - REDUCTION OF
VULNERABILITIES IN EMERGENCY PREPAREDNESS

The Commission has decided to establish a policy on training Commissioners to deal with potential emergencies.

All Commissioners shall become cognizant of the agency emergency procedures and responses in a continuing process. The Chairman should participate in at least one full participation exercise each calendar year, including a mock press conference. This exercise should be tailored to the Chairman's needs and schedule in order for the Chairman to remain as completely up-to-date as possible in any process changes or problems and to maintain proficiency in emergency response functions. In addition, the Chairman should serve as the Director of the Executive Team for any full field exercise, due to its broad scope, the significant involvement of Federal agencies, and the infrequent scheduling of this type of exercise. Each Commissioner should have the opportunity for refresher training on an annual basis, through participation as Director of the Executive Team in at least one full or partial exercise per calendar year.

A preliminary schedule for NRC participation exercises shall be developed in accordance with the Performance Plan. Commissioner participation in scheduled exercises as Director of the Executive Team shall then be established by AEOD after consultation with individual Commissioners to determine availability and interest in participation. Schedules of emergency planning exercises will be routinely reported to the Commission during Agenda Planning meetings and discussed, as necessary.

In the event more than one Commissioner expresses timely interest in participating in an exercise, and they cannot work out a solution among themselves, priority should be given first, to the Chairman receiving his or her first training; second, to a Commissioner receiving his or her first training; third, to a Chairman receiving refresher training; and fourth, to Commissioners receiving refresher training in order of seniority.

SECY NOTE: This SRM and COMNJD-98-002 contain sensitive information and will be limited to the NRC unless the Commission determines otherwise.

who has not received his or her First training

A ~~new~~ Commissioner will not be given preference over the Chairman if doing so will prevent the Chairman from meeting the minimum goal established above of participating in one full participation exercise each calendar year, ^{and} or from sitting as Director of the Executive Team for the infrequent full field exercise. Timely interest in participation in emergency exercises will normally be expressed in Agenda Planning meetings. Once scheduled to participate in an exercise, no Commissioner will be involuntarily replaced as head of the emergency exercise executive team. In the event a Commissioner becomes unavailable after scheduling, AEOD will be responsible for contacting Commissioners to determine interest and availability of other Commissioners.

part of the budget included above;

This policy is effective immediately

[REDACTED]

ETS

[REDACTED]

cc: Chairman Jackson
Commissioner Dicus
Commissioner Diaz
Commissioner McGaffigan
OGC
OIP
~~OCA~~
OIG
CIO
CFO

stet

[Handwritten signature/initials]

MEMORANDUM TO: Commissioner Diaz

FROM: John C. Hoyle

SUBJECT: COMNJD-98-002 - REDUCTION OF VULNERABILITIES IN
EMERGENCY PREPAREDNESS

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The attached memorandum to the Executive Director for Operations provides Commission guidance on this matter. This completes action on COMNJD-98-002.

cc: Chairman Jackson
Commissioner Dicus
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Commissioner McGaffigan
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Annette L. Vietti-Cook
FROM: Annette L. Vietti-Cook,
Assistant Secretary

SUBJECT: STAFF REQUIREMENTS MEMORANDUM

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As stated

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Exemption in this report was granted
in accordance with the Freedom of Information
Act, exemptions 5
FOIA- 98-121

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