



SECRETARY

UNITED STATES
NUCLEAR REGULATORY COMMISSION

WASHINGTON, D.C. 20555-0001

February 27, 1998

MEMORANDUM TO:

L. Joseph Callan
Executive Director for Operations

FROM:

John C. Hoyle
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 participation or partial participation 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 the 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.

A Commissioner who has not received his or her first training 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, 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.

This policy is effective immediately. The Commission, therefore, directs pursuant to this policy that the presently scheduled Commissioner head the executive team for the March 3, 1998 exercise.

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