

SECTION II - FUNCTIONS

PART O - RADIOLOGICAL EMERGENCY RESPONSE TRAINING

1. Purpose

This part describes the training to be provided to emergency response personnel in the Town of Marshfield who may be called upon to respond to an emergency at the Pilgrim Nuclear Power Station (PNPS).

2. Scope of Training

The Emergency Preparedness Training Program is divided into four basic phases: Introductory Training, Protective Response Training, Practical Drills, and Retraining. Individual members of the emergency response organization are offered training in each phase of the program based upon their assigned position and emergency tasks. (see Figure O-1). Training or retraining is offered to emergency response personnel on an annual basis.

a. Introductory Training

Introductory training provides fundamental skills and/or knowledge needed by all emergency response personnel. All personnel should complete Introductory Training prior to attending Protective Response Training.

Introductory training consists of the following:

- Radiological Emergency Awareness and Response
- Standard Operating Procedure Training
- Dosimetry (required personnel)
- DNN & BECONS (required personnel)
- Survey Meters (required personnel)
- Portal Monitors (required personnel)

b. Protective Response Training

Protective Response Training is comprised of lessons designed to provide specific skills and knowledge needed by agency personnel to accomplish their assigned tasks within the organization. This training usually consists of classroom, practical and implementing training.

Individuals may not be required to complete all lessons contained within the Protective Response Training modules. MEMA/NPD Annual Training Requirements indicate the requirements for completion of lessons within a module based upon the individual's position within the agency or response organization. Generally, emergency response personnel complete Protective Response Training prior to participating in Practical Drills.

Standard Operating Procedure Training consists of a review of the emergency response team member's specific Standard Operating Procedure (SOP). Training is designed to familiarize personnel with the format and design of the SOP, as well as ensure the understanding of its content and how to use it to accomplish the assigned task within the organization.

The Protective Response Support Lessons provide specific skills and knowledge common to various agencies within the organization. These lessons generally include “hands on” familiarization with standard operating procedures and facilities and equipment used for emergency response.

Lessons included in this module are:

- (1) Dosimetry and Exposure Control
- (2) Survey Meter Operation
- (3) Siren Activation
- (4) BECONS and DNN (Dedicated Notification Network)
- (5) Teletypewriter for the Deaf
- (6) Introduction to EOC

c.. Practical Drills

Practical drills are comprised of group walkthroughs designed to enhance the emergency response organization's overall functioning as an integrated team. Practical drills may include:

- (1) Documentation Unit
- (2) Public Information
- (3) Special Needs
- (4) Traffic and Access Control
- (5) EOC Staff

d. Retraining

General refresher training is provided to experienced emergency response members and is comprised of lessons and drills designed to ensure qualifications are maintained at a high level of readiness.

Additionally, items that may be included in retraining are overall integrated operation and responsibilities, changes to the emergency plan or procedures, and topics required by regulatory agencies.

3. Training Requirements

Training is offered on an annual basis to emergency personnel who will be called upon to respond to an emergency. Figure 0-1 provides a matrix of emergency personnel and recommended training modules. Specific lessons within a module are specified in the training procedure.

4. Frequency of Training

Introductory training will be scheduled expeditiously for all newly assigned emergency personnel.

- a. All requests from Town agencies for training conducted by State or Federal agencies will be submitted through or coordinated with the Marshfield Emergency Management Agency.
- b. All Town Training will be coordinated by the Marshfield Emergency Management Agency.

- c. The Town Emergency Management Agency will maintain a listing of trained personnel and individual emergency assignments, and will on an annual basis assure the training of new personnel or retraining of existing personnel, as required.
 - d. The Town Emergency Management Agency will coordinate training efforts, including course scheduling with the appropriate agency being trained. The Emergency Management Director will schedule MEMA approved trainers, or arrange for resources through MEMA from the utility, other towns, or the Commonwealth.
5. Training Program Review and Evaluation

The Emergency Preparedness Training Program will be reviewed and evaluated on an annual basis to ensure consistency with the emergency plan and standard operating procedures, and conformance to regulatory requirements. Consideration will be given to performance evaluations, training requests, and training session evaluation sheets.

Figure O-1

(Page 1 of 2)

Marshfield Emergency Response Personnel Training Matrix

Position		Protective Response Modules																		
		Intro	Spprt	EOC	Selec	CD	Police	Fire	Hwy	Schl	SpNds	Trans	PI	Rad	Shlt	MsCt	Com	Hrbr	Prac	Maint
Chair, Board of Selectmen		X	X	X	X														X	
Members, Board of Select		X	X	X	X														X	
Director of Emergency Mgt.		X	X	X		X													X	X
EOC S T A F F	Police Officer	X	X	X				X											X	
	Fire/EMS Officer	X	X	X				X											X	
	Highway Dept Officer	X	X	X					X					X					X	
	School Services Officer	X	X	X						X				X					X	
	Special Needs Officer	X	X	X							X								X	
	Special Needs Assistant	X	X	X							X								X	
	Highway Dept. Dispatcher	X	X	X					X										X	
	Public Information Officer	X	X	X									X						X	
	Public Information Asst.	X	X	X									X			X			X	
	Rumor Control Officer	X	X	X									X			X			X	
	Radiological Officer	X	X	X										X		X			X	
	Shelter Officer	X	X	X											X				X	
	Documentation Unit	X	X	X												X			X	
	Message Runner	X	X	X												X			X	
	Status Board Keeper	X	X	X															X	
	Communications Officer	X	X	X													X		X	
	Police Dispatcher	X	X	X			X					X							X	
	Fire/EMS Dispatcher	X	X	X				X				X				X			X	
	RACES Operator	X	X	X								X					X		X	
	Harbormaster	X	X	X														X	X	
	Dosimetry Clerk	X	X	X			X							X					X	

Figure O-1

(Page 2 of 2)

Marshfield Emergency Response Personnel Training Matrix

Position		Protective Response Modules																
		Intro	Spprt	Plice	Fire	DPW	CD	Amb	Schl	Bus	Camp	N Hm	Hrbr	Tran	Wrec	Shltr	Drl	Main
	Police Department	X	X	X													X	
	Fire Department	X	X		X													
	Public Works Dept	X	X			X												
F I E L D P E R S O N N E L	CD Staff	X	X		X		X											
	EMS	X	X		X			X										
	School Dept Staff	X			X				X									X
	Bus Drivers	X	X															
	Harbormaster	X	X										X					
	TSA Staff	X	X											X				
	Tow Truck Provider	X	X												X			
	Shelter Managers	X														X		

