

## SECTION II - FUNCTIONS

### PART P - Responsibility for the Planning Effort: Development, Periodic Review and Distribution of Emergency Plans

#### 1. Purpose

This part establishes the responsibilities for plan development, review and distribution, and describes the training for emergency planners.

#### 2. Responsibilities

##### a. Emergency Management Director

The Marshfield Emergency Management Director (EMD), with direction from the Board of Selectmen, has primary responsibility for developing and maintaining the plan, standard operating procedures, and training elements of the emergency planning program.

##### b. Other Town Agencies

Other response agencies for the Town of Marshfield are responsible for providing necessary procedural or staffing changes to the EMD, maintaining the department's copy of the plan and participating, as required, in periodic tests, drills and exercises at both the Town and State levels.

3. Plan Update and Distribution

- a. The Marshfield EMD will update the plan, as needed, and review and certify the plan to be current at least annually. The update will take into account necessary changes identified by drills and exercises. The Marshfield response agencies will communicate in writing on a regular basis to the Marshfield EMD any changes in personnel, telephone numbers, or other pertinent data which affect their responsibilities within the plan. This will be done in conjunction with the Massachusetts Emergency Management Agency (MEMA) Region II and Pilgrim Nuclear Power Station (PNPS) emergency plans. Exercises and tests of various elements of the Town plan will be carried out on a regular basis and in conjunction with MEMA Region II.
- b. Proposed changes will be reviewed by affected town agencies and the MEMA/NPD Region II Planner, then submitted to MEMA/NPD Framingham for approval. Approved revised pages will be dated and clearly marked to indicate where changes have been made, and furnished to controlled document holders based upon the distribution list maintained by MEMA Document Control. In the event there is no change during the annual review, a letter certifying the plan is current will be furnished to MEMA/NPD Framingham.
- c. Each response agency will update telephone numbers used in standard operating procedures at least quarterly.

#### 4. Annual Letter of Certification

The Town will submit information to MEMA for the Annual Letter of Certification, which will include the yearly completion status of the following radiological emergency response program elements:

- a. Programs conducted to increase public and media response awareness.
- b. Checks and tests of emergency equipment.
- c. Drills and exercises held.
- d. Training conducted.
- e. Update of the plan and letters of agreement.
- f. Testing of the Prompt Notification System for the public.

#### 5. Training of Emergency Planners

Training of the Marshfield EMD and other Town personnel responsible for the planning effort will be in accordance with MEMA and FEMA training requirements for radiological emergency response planning. Funding and enrollment assistance are available through MEMA to help Town emergency planners attend FEMA courses designed to train them in radiological planning. Examples of FEMA courses available to planning personnel are:

- a. G320 Fundamentals Course for Radiological Response

This 3-day performance-based (hands-on) course for assigned local radiological response team members covers the concepts of radiation protection, radiation detection instruments, radiological monitoring techniques, radiological hazards and protective actions, team-building, and basic procedures to support planning/response for emergency and recovery activities in the event of a radiological incident. This course is designed so that modules may be conducted separately and adapted to specific audience needs and requirements.

b. Radiological Emergency Preparedness Planning

This course focuses on nuclear power plant off-site emergency preparedness. It addresses Federal regulatory policies, development and testing of plans, and public perceptions. This course provides a sound understanding of basic planning assumptions and policy issues.

c. IS-3 Radiological Emergency Management

This Independent Study course contains information on a variety of radiological topics, including:

- Fundamental principles of radiation
- Nuclear threat and protective measures
- Nuclear power plants
- Radiological transportation accidents
- Other radiological hazards

d. IS-3 Radiological Emergency Response

The goal of this Independent Study course is to provide a learning experience in which participants demonstrate a comprehensive understanding of radiological protection and response principles, guidelines, and regulations that will prepare them for the S301, Radiological Emergency Response Operations (RERO) course.

Additional training courses are available to emergency responders through the following sources:

- EMI Catalog of Activities
- MEMA Website: [www.state.ma.us/mema](http://www.state.ma.us/mema)

- FEMA Website: [www.fema.gov](http://www.fema.gov)

6. Supporting Documents to the Plan

The Town plan is part of an overall effort to provide for proper response to an emergency at PNPS. Other emergency plans are coordinated with and support the Town plan. In addition, several studies and reports have provided a planning basis for development of the plan. These related and supporting documents are listed in Figure P-2.

FIGURE P-1

PLAN DISTRIBUTION LIST

<u>Control Copy#</u>	<u>Plan Recipient</u>
3	Town of Marshfield
1,2,21	Town of Marshfield Emergency Management Agency
4	Town of Marshfield Police Department
5	Town of Marshfield Public Library
9	Massachusetts Emergency Management Agency Region II (Bridgewater)
10, 11, 20	Massachusetts Emergency Management Agency Headquarters (Framingham)
6	Federal Emergency Management Agency (Regional Assistance Committee)
12	Entergy
14	FEMA Reviewer, ICF

FIGURE P-2

SUPPORTING DOCUMENTS LIST

1. Massachusetts Radiological Emergency Response Plan - Region II
2. Massachusetts Radiological Emergency Response Plan
3. Federal Radiological Emergency Response Plan
4. Pilgrim Nuclear Power Station Emergency Plan
5. Pilgrim Station Evacuation Time Estimates and Traffic Management Plan
6. Shelter Implementation Program - Marshfield
7. Public Alert and Notification System for Pilgrim Nuclear Power Station
8. Pilgrim EPZ Public Beach Analysis
9. Chadwick, Marton, Bailey, Study on Special Needs for Planning Resources in the Pilgrim EPZ.