

## LESSON OVERVIEW

This lesson provides information on Evaluation Area 1, Emergency Operations Management.

### Lesson Objectives

At the completion of this lesson, you will be able to:

- Identify the five elements to be evaluated under emergency operations management.
  - Summarize the criteria used to evaluate emergency operations management.
- 

## OVERVIEW OF EVALUATION AREA 1

EA-1, Emergency Operations Management, is divided into 5 sub-elements:

- 1.a Mobilization
- 1.b Facilities
- 1.c Direction and Control
- 1.d Communications Equipment
- 1.e Equipment and Supplies to Support Operations

Each sub-element is evaluated in every exercise. All activities must be based on the ORO's plans and procedures and completed as they would be in an actual emergency unless otherwise indicated in the Extent of Play agreement.

---

### 1.a: MOBILIZATION

Sub-element 1.a, Mobilization, deals with the capability to alert, notify, and mobilize emergency personnel and activate facilities in a timely manner. Mobilization includes one criterion: **1.a.1: OROs use effective procedures to alert, notify, and mobilize emergency personnel and activate facilities in a timely manner.**

#### What the Policy Requires

During the exercise, OROs should demonstrate the capability to:

- Receive notification of an emergency situation from the licensee.
- Verify the notification.
- Contact, alert, and mobilize key emergency personnel in a timely manner. (Timely manner means "with a sense of urgency and without undue (excessive) delay.")
- Activate facilities for immediate use by mobilized personnel.

Staff may be pre-positioned at facilities beyond a normal commuting distance and for out-of-sequence demonstrations.

**Reviewing Plans and Procedures**

Mobilization activities must be based on the ORO's plans and procedures. In preparing for evaluation, you should review the plans and procedures to determine:

- How the ORO is notified of the emergency classification level (ECL), and by whom.
- What happens when the ECL changes (e.g., notifications; changes in staffing).
- Whether verification of ECL changes is required.
- What the key positions within the EOC/facility are, and which ones require 24-hour staffing.
- What the criteria are for declaring the EOC activated and operational.

**Reviewing the Extent of Play**

Mobilization activities must be completed as they would be in an actual emergency unless otherwise indicated in the Extent of Play agreement. In preparing for evaluation, you should review the Extent of Play agreement to determine how it impacts this criterion. For example:

- Does it allow for pre-positioning of any participants?
- Does it allow for any simulation?
- Are any out-of-sequence demonstrations required? If so, what, when, and where?

**Evaluating the Criterion**

In evaluating this criterion:

- Look for activities performed according to the plan/procedures and the Extent of Play agreement.
  - Note any pre-positioning of staff (is it consistent with the Extent of Play agreement?).
  - Record the times of all key events.
  - Obtain copies of the sign-in log, notifications received, and player logs.
-

**1.b: FACILITIES**

Sub-element 1.b, Facilities, consists of one criterion: **1.b.1: Facilities are sufficient to support the emergency response.**

Facilities are evaluated for this criterion, as a baseline, during the first exercise under the new Evaluation Criteria. Thereafter, they are evaluated only if they are new or have substantial changes in structure or mission. The Extent of Play should indicate if this is the case.

**What the Policy Requires**

Responsible OROs should demonstrate the availability of facilities that support the accomplishment of emergency operations. Areas to be considered include:

- Adequate space
- Furnishings
- Lighting
- Restrooms
- Ventilation
- Backup power and/or alternate facility (if required to support operations)

**Reviewing Plans, Procedures, and Extent of Play**

In preparing for evaluation, you should review the plans, procedures, and Extent of Play agreement to determine:

- What should be available in the way of space, furnishings, lighting, restrooms, ventilation, and backup power or alternate facilities to support emergency operations conducted from the facility?
- Do the plan or procedures include a diagram or floor plan of the facility?

**Evaluating the Criterion**

Items to check during the exercise include:

- Is the facility set up as shown on the floor plan?
  - Is it operated according to the ORO's plan/procedure unless otherwise indicated in the Extent of Play?
  - If not, did it cause any adverse consequences?
  - Are changes to the plan or procedures recommended as a result?
-

### 1.c DIRECTION AND CONTROL

Sub-element 1.c, Direction and Control, deals with the OROs' ability to control their overall response to an emergency. Direction and Control includes one criterion:

**1.c.1: Key personnel with leadership roles for the ORO provide direction and control to that part of the overall response effort for which they are responsible.**

Direction and control issues tend to have a ripple effect, creating an impact on other criteria. Vertical evaluation would involve looking at direction and control as a whole in the exercise, throughout all locations where it was evaluated.

#### What the Policy Says

Leadership personnel should demonstrate the ability to carry out essential functions of the response effort, such as:

- Keeping the staff informed (e.g., through periodic briefings).
- Coordinating with other appropriate OROs.
- Ensuring completion of requirements and requests.

There may be more than one "leader" at your site. For example, in an EOC the Emergency Management Director is usually in charge, but there might be others (e.g., an Operations Section Chief).

Direction and control activities must be performed based on the ORO's plans and procedures as they would in an actual emergency unless otherwise indicated in the Extent of Play agreement.

---

### 1.d COMMUNICATIONS EQUIPMENT

Sub-element 1.d, Communications Equipment, relates to the establishment of reliable primary and backup communication systems to ensure communications with key emergency personnel. This includes personnel at such organizations as:

- Appropriate contiguous governments within the EPZ.
- Federal emergency response organizations.
- The licensee and its facilities.
- Emergency Operations Centers (EOCs).
- Field teams.

The Communications Equipment sub-element has one criterion: **1.d.1: At least two communication systems are available, at least one operates properly, and communication links are established and maintained with appropriate locations. Communications capabilities are managed in support of emergency operations.**

### What the Policy Requires

The ORO must demonstrate capability in these key areas:

- Full functionality of a primary and at least one backup system.
- Use of communications equipment and procedures, as needed, for transmission and receipt of exercise messages between facilities and field units.
- Access by all facilities and field teams to at least one communication system that is independent of the commercial telephone system and uses a separate power source.
- System management that ensures timely handling of messages.
- Coordinated communication link for fixed and mobile medical support facilities.

### Use of Backup Systems

During exercises we expect primary systems to be used and to work properly. If they do not, backups will be used. The ORO must demonstrate the primary system and at least one backup.

- If one system fails but there is no adverse effect or potential effect, no performance issue is assigned.
- If both systems fail, there is no issue if additional backups are used, work properly, and there is no adverse effect.

In all cases, communications systems that fail must be fixed no later than the next scheduled communications drill.

---

## 1.e EQUIPMENT AND SUPPLIES TO SUPPORT OPERATIONS

Sub-element 1.e, Equipment and Supplies to Support Operations, deals with the ORO having emergency equipment and supplies adequate to support the emergency response. This sub-element has one criterion: **1.e.1: Equipment, maps, displays, dosimetry, potassium iodide (KI), and other supplies are sufficient to support emergency operations.**

### Equipment and Supplies Requirements

Equipment and supplies within the facility should be sufficient and consistent with the facility's assigned emergency operations role. Key provisions relate to:

- Use of maps and displays.
  - Inspection, inventory, operational checking, and calibration of instruments.
  - Availability of dosimetry and dosimeter chargers.
  - Maintenance of potassium iodide (KI) inventories.
  - Inspection of storage locations.
  - Availability of traffic and access control equipment.
-