ADDENDUM J
CONTINGENCY PLAN

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ADDENDUM J

CONTINGENCY PLAN

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J. CONTINGENCY PLAN

The requirements in this Contingency Plan are applicable to waste that is regulated by WAC 173-303 (e.g. dangerous and/or mixed waste). Pursuant to WAC 173-303-350(2), and according to the provisions of this Addendum J, the Hanford Facility Permit WA7890008967 Attachment 4, *Hanford Emergency Management Plan* (DOE/RL-94-02), and the Building Emergency Plan specific to 242-A Evaporator will be amended to incorporate requirements of WAC 173-303-350 and WAC 173-303-360 within 30 days of the effective date of the permit.

Table J.1 identifies the sections of the unit-specific building emergency plan written to meet WAC 173-303-350(3) contingency plan requirements identified in this addendum. In addition, Section 12.0 of the unit-specific 242-A Evaporator building emergency plan is written to meet WAC 173 303-350 and WAC 173-303-360 requirements. Copies of Permit Attachment 4, *Hanford Emergency Management Plan* (DOE/RL-94-02) and the building emergency plan are located and maintained on the Hanford Facility and available as identified in Section J.6. Revisions to Addendum J require a Permit modification subject to WAC 173-303-830 and Permit Condition I.C.3.

The unit specific building emergency plan also serves to satisfy a broad range of other requirements [e.g., Occupational Safety and Health Administration standards (29 CFR 1910), *Toxic Substance Control Act of 1976* (40 CFR 761) and U.S. Department of Energy Orders]. Therefore, revisions made to portions of this unit specific building emergency plan that are not governed by the requirements of WAC 173-303-350 and WAC 173-303-360 will not be considered as a modification subject to WAC 173-303-830 or Permit Condition I.C.3.

Any changes to sections of Attachment 4 or the BEP that are governed by the requirements of WAC 173-303-350 and WAC 173-303-360 (identified in table J.1) will be provided to Ecology for review to ensure compliance with the requirements of Addendum J and to determine if a permit modification request is required.

Table J.1. Hanford Facility Documents Containing Contingency Plan Requirements of WAC 173-303-350(3)

Requirement	Permit Attachment 4 Hanford Emergency Management Plan (DOE/RL-94-02)	Part III, Operating Unit 4, Addendum J	Building Emergency Plan[1] (RPP-27867)
-350(3)(a) - A description of the actions which facility personnel must take to comply with this section and WAC 173-303-360	X[2] Section 1.3.4	X[2] Sections J.3.1, J.3.2, through J.3.2.5, and J.3.3[3] Sections J.3, J.3.4, J.3.5, J.3.6, and J.5	X[2] Sections 7.1, 7.2 through 7.2.5, and 7.3[3] Sections 4.0, 8.2, 8.3, 8.4, and 12.0

An 'X' indicates requirement applies.
[1] Portions of Permit Attachment 4, *Hanford Emergency Management Plan* (DOE/RL-94-02) are not enforceable through Appendix A of that document are not made enforceable by reference in the building emergency plan.
[2] Permit Attachment 4, Hanford Emergency Management Plan (DOE/RL-94-02) contains descriptions of actions relating to the Hanford Site Emergency Preparedness System. No additional descriptions of actions are required at the site level. Other credible scenarios that exist at 242-A Evaporator and all emergency procedures at the 242-A Evaporator that are different from those in Attachment 4, must be identified in the 242-A Evaporator BEP. The description of actions contained in the building emergency plan will be used during an event by a building emergency director.
[3] This footnote is intended to be left blank.

Table J.1. Hanford Facility Documents Containing Contingency Plan Requirements of WAC 173-303-350(3)

Requirement	Permit Attachment 4 Hanford Emergency Management Plan (DOE/RL-94-02)	Part III, Operating Unit 4, Addendum J	Building Emergency Plan[1] (RPP-27867)
-350(3)(b) - A description of the actions which shall be taken in the event that a dangerous waste shipment, which is damaged or otherwise presents a hazard to the public health and the environment, arrives at the facility, and is not acceptable to the owner or operator, but cannot be transported pursuant to the requirements of WAC 173-303-370(5), Manifest system, reasons for not accepting dangerous waste shipments	X[2] Section 1.3.4	X[2,4] Section J.3.2.5.1	X[2,1] Section 7.2.5.1
-350(3)(c) - A description of the arrangements agreed to by local police departments, fire departments, hospitals, contractors, and state and local emergency response teams to coordinate emergency services as required in WAC 173-303-340(4)	X Sections 3.2.3, 3.3.1, 3.3.2, 3.4, 3.4.1.1, 3.4.1.2, 3.4.1.3, 3.7, and Table 3-1		
-350(3)(d) - A current list of names, addresses, and phone numbers (office and home) of all persons qualified to act as the emergency coordinator required under WAC 173-303-360(1). Where more than one person is listed, one must be named as primary emergency coordinator, and others must be listed in the order in which they will assume responsibility as alternates.		X[5] Sections J.2 and J.7	X[2] Sections 3.1 and 13.0
-350(3)(e) - A list of all emergency equipment at the facility (such as fire extinguishing systems, spill control equipment, communications and alarm systems, and decontamination equipment), where this equipment is required. This list must be kept up to date. In addition, the plan must include the location and a physical description of each item on the list, and a brief outline of its capabilities.		X Section J.4	X Section 9.0
-350(3)(f) - An evacuation plan for facility personnel where there is a possibility that evacuation could be necessary. This plan must describe the signal(s) to be used to begin evacuation, evacuation routes, and alternate evacuation routes.	X[3] Figure 7-3 and Table 5-1	X[7] Section J.1 and facility operating record	X[1] Section 1.5

[1] This footnote is intended to be left blank.
[2] Emergency Coordinator names and home telephone numbers are maintained with the Patrol Operation Center (telephone number 373-0911) in accordance with Permit Condition II.A.3, and will be updated, at a minimum, monthly.
[3] The Hanford Facility (site wide) signals are provided in Attachment 4, Table 5.1. 242-A Evaporator specific communication equipment and warning systems are provided in Section J.4.3.

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J.1 Building Evacuation Routing (Building Layout)

Evacuation routing maps will be maintained in the facility operating record and provide identification of the primary and secondary staging areas and a general layout of the 242-A Evaporator. Alternate evacuation routes will be used on a case-by-case basis, based on meteorological conditions and hazards present at the time of the event.

J.2 Building Emergency Director

The Incident Command System (ICS) and staff, with supporting on-call personnel, will meet the requirements of the Emergency Coordinator as identified in WAC 173-303-360(1). The Building Emergency Director (BED) will direct emergency response until the Incident Commander (IC) arrives. The Incident Command System (ICS) and staff with supporting on-call personnel, fulfill the responsibilities of the Emergency Coordinator as discussed in WAC 173-303-360. The BED becomes a member of the Incident Command Post (ICP) and functions under the direction of the IC. In this role, the BED will continue to manage and direct 242-A Evaporator operations.

During events, 242-A Evaporator personnel will perform emergency response duties under the direction of the BED. The ICP is managed by the senior Hanford Fire Department official, unless the event is determined primarily to be a security event, in which case the Hanford Fire Department and Hanford Patrol will operate under a unified command system with Hanford Patrol making all decisions pertaining to security. These individuals are designated as the IC and as such, have the authority to request and obtain any resources necessary for protecting people and the environment. A listing of BEDs by title, work location, and work telephone number is continued in SectionJ.7 of this plan. The BED is on the premises or is available through an "on-call" list 24-hours-a-day. Names and home telephone numbers of the BEDs are available from the Patrol Operations Center (POC) in accordance with Permit Condition II.A.3.

J.3 Implementation of the Contingency Plan

In accordance with WAC 173-303-360(2)(b), whenever there is a release, fire, or explosion, the BED will ensures that trained personnel identify the character, exact source, amount, and areal extent of any released materials. Identification of waste can be made by activities that can include, but are not limited to, visual inspection of containers, sampling activities in the field, reference to inventory records, or by consulting with facility personnel. During the emergency, if samples of materials are required, sampling will be performed by qualified personnel and the samples will be analyzed as appropriate. The BED will use the emergency procedures of WAC 173-303-360(2)(d) to implement an emergency event: “If the emergency coordinator determines that the facility has had a release, fire, or explosion which could threaten human health or the environment, he must report his findings as follows:

> (i) If his assessment indicates that evacuation of local areas may be advisable, he must immediately notify appropriate local authorities. He must be available to help appropriate officials decide whether local areas should be evacuated; and
>
> (ii) He must immediately notify the department and either the government official designated as the on-scene coordinator, or the National Response Center (using their 24-hour toll free number (800) 424-8802).”

As soon as possible after stabilizing event conditions, the BED will determine, in consultation with the site contractor environmental single-point-of-contact, if notification to Washington State Department of Ecology (Ecology) is needed to meet WAC 173-303-360(2)(d) reporting requirements. Additional information is found in Permit Attachment 4, *Hanford Emergency Management Plan* (DOE/RL-94-02), Section 4.2.

[1] Evacuation routes for occupied buildings surrounding the DWMU are posted on information boards within the buildings.

If review of all available information does not yield a definitive assessment of the danger posed by the incident, a worst-case condition will be presumed and appropriate protective actions and notifications will be initiated. The BED will be responsible for initiating any protective actions based on their best judgment of the incident.

The BED will assess each incident to determine the response necessary to protect personnel safety and health, the environment, and the facility (in that order of priority). If assistance from Hanford Patrol, Hanford Fire Department, or ambulance units is required, the Hanford Emergency Response Number (911from site office phones/373-0911 from cellular phones) will be used to contact the Patrol Operations Center and request the desired assistance. To request other resources or assistance from outside the 242-A Evaporator, the Patrol Operations Center business number is used (373-0911).

J.3.1 Protective Action Responses

Protective action responses are discussed in the following sections of this addendum. The steps identified in the following description of actions do not have to be performed in sequence because of the unanticipated sequence of incident events.

J.3.1.1 Evacuation

If an evacuation is ordered or the evacuation siren sounds, personnel must leave the building by the nearest safe exit and proceed to the staging area (refer to Section J.1 of this addendum) for accountability unless told otherwise.

The order to evacuate is normally passed via the Hanford Site Emergency Alerting Systems. When possible, the following steps must be conducted concurrently.

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AREA EVACUATION PROCESS
• Halt any operations or work and place the 242-A Evaporator in a in a safe condition, if personnel safety and health is not threatened. Use emergency shutdown procedures if necessary.
• Use whatever means are available (PA system, bullhorns, runners, etc.) to pass the evacuation information to personnel.
• Sound the evacuation siren (if available), or issue the order to evacuate by any available means.
• Evacuate personnel to the staging area. Assist those needing help (temporary/permanent/ disabled).
• Conduct personnel accountability. If unable to account for personnel, report personnel accountability results to the Protective Action Coordinator in the Hanford-Emergency Operations Center (Hanford-EOC).
• Inform IC of any potentially affected personnel (e.g., injured, contaminated, exposed, etc.) once the IC arrives at the ICP.
• Segregate personnel into the following groups: PPE clothing-clad personnel, persons with keys to immediately available private vehicles, persons with keys to government vehicles, and all others.
• Load personnel in civilian clothes into private and government vehicles, load PPE-clad persons into a separate government vehicle, if possible, and try to provide reserve transportation for people with late shutdown duties.
• Relay pertinent evacuation information (routes, destination, etc.) to personnel with vehicle keys.
• Dispatch vehicles as soon as the vehicles are loaded.
• Load remaining personnel into vehicles, maintaining segregation if possible.
• Report status to the Hanford-EOC, request additional transportation if required, and report if any personnel remain who are performing late shutdown duties.

J.3.1.2 Take Cover

When the Take Cover Alarm is activated, personnel take cover in the nearest habitable building or trailer. A message followed by the Take Cover siren is transmitted over the area emergency sirens. The following actions must be taken or considered:

- Shut doors and windows and wait for further instructions.
- Secure unfiltered ventilation.
- Lock up classified documents, follow normal exit procedures from radiological areas (in preparation for a possible evacuation) etc.
- Report your location to the Accountability Aide or the BED.
- Accountability Aides provide accountability status to the Staging Area Manager for facility personnel during an event.
- Inform IC of potentially affected personnel (i.e., injured, contaminated, exposed, etc.) once the IC arrives at the ICP.

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J.3.2 Response to Facility Operations Emergencies

Whenever there is an imminent or actual emergency situation, the BED will review the site-wide and 242-A Evaporator emergency response procedure(s) and, as required, categorize and/or classify the event. If necessary, the BED initiates area protective actions and Hanford Site Emergency Response Organization[1] activation. The steps identified in the following description of actions do not have to be performed in sequence because of the unanticipated sequence of incident events.

J.3.2.1 Loss of Utilities

A case-by-case evaluation is required for each event to determine loss of utility impacts. When a BED determines a loss of utility impact, actions will be taken to ensure dangerous and/or mixed waste is being properly managed. As necessary, the BED will stop operations and take appropriate actions until the utility is restored.

J.3.2.2 Major Process Disruption/Loss of Plant Control

Upon loss of the Motor and Control System (MCS), the Shift Manager will be notified while an attempt is made to return the MCS to service. If a dump of C-A-1 vessel does occur, AW Tank Farm personnel will be notified of impending over-pressurization for DST System Tank 241-AW-102, and all personnel in the AW Tank Farm will evacuate to the change trailer. If directed by the BED, non-essential personnel will exit the 242-A Evaporator facility.

The condition of the affected system will be assessed, and corrective actions will be implemented as appropriate. If conditions warrant a facility shutdown, it will be accomplished by performing manual, localized actions such as system isolation, equipment shutdown, etc.

J.3.2.3 Pressure Release

Response to a pressure release includes the following:

- Notify personnel to leave the area of the hazard. In the event of any injuries, personnel will immediately call 911 from site office phones/373-0911 from cellular phones for medical response.
- Inform the BED.
- Shut off the affected system's source if appropriate and safe to do so (e.g., steam decontamination unit by use of valves).
- Evacuate affected areas if appropriate and safe to do so.
- Determine impacts/risks associated with reentry (e.g., hazardous or radioactive releases, moisture or heat conditions).
- Inform appropriate maintenance personnel for repair.

J.3.2.4 Fire and/or Explosion

In the event of a fire, the discoverer will activate a fire alarm; call 911 from Site office phones (or 373-0911 from cellular phones), or verify that the Hanford Emergency Response Number has been called. Automatic initiation of a fire alarm (through the smoke detectors and sprinkler systems) is also possible.

- Unless otherwise instructed, personnel will evacuate the area/building by the nearest safe exit and proceed to the designated staging area for accountability.
- On actuation of the fire alarm, ONLY if personnel safety and health are not threatened and time permits, personnel will shut down equipment, secure waste, and lock up classified materials (or hand carry them out). The alarm automatically signals the Hanford Fire Department.

[1] The description of this organization is found in Permit Att 4, Hanford Emergency Management Plan (DOE/RL-94-02), section 2.2.

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- The BED will proceed directly to the ICP, obtain all necessary information pertaining to the incident, and send a representative to meet the Hanford Fire Department.
- The BED will provide a formal turnover to the IC, when the IC arrives at the ICP.
- The BED will inform the Hanford Site Emergency Response Organization as to the extent of the emergency (including estimates of dangerous waste and mixed waste quantities released to the environment).
- If operations are stopped in response to the fire, the BED will ensure that systems are monitored for leaks, pressure buildup, gas generation, and ruptures if personnel health and safety are not endangered.
- Hanford Fire Department firefighters will extinguish the fire as necessary.

NOTE: *Following a fire and/or explosion, WAC 173-303-640(7),* Tank Systems, *will be followed for 242-A Evaporator regarding fitness for use.*

J.3.2.5 Hazardous Material, Dangerous and/or Mixed Waste Spill

Spills can result from many sources including process leaks, container spills or leaks, damaged packages or shipments, or personnel error. Spills of mixed waste are complicated by the need to deal with the extra hazards posed by the presence of *Atomic Energy Act* materials.

- The discoverer will notify the BED and initiate SWIM response:

  Stops work
  Warns others in the vicinity
  Isolates the area
  Minimizes exposure to the hazards

- The BED will determine which additional facility actions are required (e.g., securing ventilation)
- The BED will determine if emergency conditions exist requiring response from the Hanford Fire Department based on classification of the spill and injured personnel, and will evaluate the need to perform additional protective actions.
- If the Hanford Fire Department resources are not needed, the spill will be mitigated with resources identified in Section J.4 of this addendum and proper notifications will be made.
- If the Hanford Fire Department resources are needed, the BED will call 911 from site office phones/ 373-0911 from cellular phones.
- The BED will send a representative to meet the Hanford Fire Department.
- The BED will provide a formal turnover to the IC when the IC arrives at the ICP.
- The BED will inform the Hanford Site Emergency Response Organization as to the extent of the emergency (including estimates of dangerous waste and mixed waste quantities released to the environment).
- If operations are stopped in response to the spill, the BED will ensure that systems are monitored for leaks, pressure buildup, gas generation, and ruptures if personnel health and safety are not endangered.
- Hanford Fire Department will stabilize the spill.

NOTE: *For response to leaks or spills and disposition of leaking or unfit-for-use tank systems, follow WAC 173-303-640(7).*

J.3.2.5.1 Damaged or Unacceptable Shipments

The 242-A Evaporator is designed to receive waste from the double-shell tank (DST) system (Operating Unit Group 12) through existing underground piping. The 242-A Evaporator does not receive dangerous

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waste or mixed waste shipments that require manifesting, therefore this section does not apply to Operating Unit Group 4.

J.3.3 Prevention of Recurrence or Spread of Fires, Explosions, or Releases

The BED, as part of the ICP, will take the steps necessary to ensure that a secondary release, fire, or explosion does not occur. The BED will take measures, where applicable, to stop processes and operations; collect and contain released wastes and remove or isolate containers. The BED will also monitor for leaks, pressure buildups, gas generation, or ruptures in valves, pipes or other equipment, whenever this is appropriate and safe to do so.

J.3.4 Incident Recovery and Restart of Operations

A written recovery plan is needed following an event when the recovery actions could result in further risk to human health or the environment. This written recovery plan will be developed when necessary in accordance with Permit Attachment 4, *Hanford Emergency Management Plan* (DOE/RL-94-02), Section 9.2. Permit Attachment 4, *Hanford Emergency Management Plan* (DOE/RL-94-02), Section 5.1, also discusses different reports to outside agencies. If the contingency plan was implemented, Ecology will be notified before operations can resume [WAC 173-303-360(2)(j)]. This notification must include the following statements.

- No waste that may be incompatible with the released material is treated, stored, or disposed of until cleanup procedures are completed. [WAC 173-303-360(2)(i)]; and
- All emergency equipment listed in the contingency plan is cleaned, and fit for its intended use before operations are resumed, WAC 173-303-360(2)(i)(ii).

The notification required by WAC 173-303-360(2)(j) may be made via telephone conference and documentation of the notification will be included in the 242-A Evaporator operating record. Additional information that Ecology requests will be included in the required 15-day report identified in Section J.5 and required by WAC 173-303-360(2)(k).

For emergencies not involving activation of the Hanford-EOC, the BED will ensure that conditions are restored to normal before operations are resumed. If the Hanford Site Emergency Response Organization was activated and the emergency phase is complete, a special recovery organization could be appointed at the discretion of ORP to restore conditions to normal. This process is detailed in ORP and contractor emergency procedures. The makeup of this organization depends on the extent of the damage and the effects. The onsite recovery organization will be appointed by the appropriate contractor's management.

J.3.5 Incompatible Waste

After an emergency, the BED or the onsite recovery organization will ensure that no waste that may be incompatible with the released material is treated, stored, or disposed of until cleanup procedures are completed pursuant to WAC 173-303-360(2)(i). Clean up actions will be taken by 242-A Evaporator personnel or other assigned personnel. Permit Attachment 4, *Hanford Emergency Management Plan* (DOE/RL-94-02), Section 9.2.3, describes actions to be taken.

Waste from cleanup activities will be designated and managed as newly generated waste. A field check for compatibility will be performed before storage. Incompatible wastes will not be placed in the same container and will follow the requirements of WAC 173-303-630(9). Containers of waste will be placed in approved storage areas appropriate for their compatibility class.

If incompatibility of waste was a factor in the incident, the BED or the onsite recovery organization will ensure that the cause is identified and corrected.

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J.3.6 Post Emergency Equipment Maintenance and Decontamination

The BED will ensure that all emergency equipment listed in the J.4 is cleaned and fit for its intended use before operations are resumed in accordance with WAC 173-303-360(2)(i)(ii). Depleted stocks of neutralizing and absorbing materials will be replenished; protective clothing will be cleaned or disposed of and restocked, etc.

All equipment used during an incident will be decontaminated (if practicable) or disposed of as spill debris. Decontaminated equipment will be checked for proper operation before storage for subsequent use. Consumable and disposed materials will be restocked. Fire extinguishers will be replaced.

J.4 Emergency Equipment

Emergency resources and equipment for the 242-A Evaporator are presented in this section.

J.4.1 Fixed Emergency Equipment

Type	Location	Capability
Safety shower/eye wash station	• Aqueous makeup room • Condenser room basement • Condenser room, 4th floor	Flushes unwanted chemical/material from eyes, clothes and body
Wet Pipe Sprinkler System	Throughout the 242-A Evaporator Building	Automatically activates and controls or extinguishes fire.
Fire alarm pull boxes	Throughout the 242-A Evaporator Building	Activates the building fire alarm and notifies the Hanford Fire Department.
Emergency lighting (lanterns)	Throughout the 242-A Evaporator facility	Provides one hour of temporary lighting
Diesel generator	Near the 242-A Evaporator main entrance	Provides back-up electrical power

J.4.2 Portable Emergency Equipment

Type	Location	Capability
Fire Extinguisher	Throughout the complex	Assist in control of a small fire.
Halon (or equivalent) fire extinguisher	242-A Control Room	Assist in control of an electrical fire.

J.4.3 Communications Equipment and Warning Systems

Type	Location	Capability
Process alarms from MCS or hard wired alarm panels	242-A Control Room	Audible alarm in 242-A Control Room
Public address system	Located throughout the 242-A Evaporator building (except in pump and evaporator	Provides communications and public address capabilities

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Type	Location	Capability
	rooms)	
Two way radios	242-A Control Room	Communication
Telephone	Throughout the 242-A Evaporator building	Internal and external communications.

Note: Site wide communications and warning systems are identified in Permit Attachment 4, *Hanford Emergency Management Plan* (DOE/RL-94-02), Table 5.1.

J.4.4 Personal Protective Equipment

Type	Location	Capability
Protective Clothing	Cabinets near the Aqueous Make-up and Condenser Rooms	Protect personnel from exposure to hazardous chemicals/materials
Respirators	242-A Respirator Storage Room	Protect personnel from hazardous atmosphere and airborne particulates

J.4.5 Spill Kits and Spill Control Equipment

Type	Location	Capability
Spill kit	Hallway near the Aqueous Make-up Room	Provides spill control materials

J.4.6 Incident Command Post

The ICPs can be identified in a fixed location or the IC can determine a location appropriate for the event. Emergency resource materials will be stored at each location. The IC could activate the Hanford Fire Department Mobile Command Unit if necessary.

J.5 Required Reports

Post incident written reports are required for certain incidents on the Hanford Site. The reports are described in Permit Attachment 4, *Hanford Emergency Management Plan* (DOE/RL-94-02), Section 5.1.

Facility management will note in the Hanford Facility Operating Record, 242-A Evaporator File, the time, date and details of any incident that requires implementation of the contingency plan (refer to Section J.3 of this addendum). Within fifteen (15) days after the incident, a written report must be submitted to Ecology. The report must include the elements specified in WAC 173-303-360 (2)(k).

J.6 Plan Location and Amendments

Copies of Attachment 4 [*Hanford Emergency Management Plan* (DOE/RL-94-02)] will be maintained per permit condition I.M.1. Copies of the Building Emergency Plan, and 242-A Evaporator Permit Addendum J will be maintained at the following locations:

- 242-A Evaporator Room Control Room
- MO-268

These documents will be available in either hard copy or electronic form.

This plan will be reviewed and immediately amended as necessary, in accordance with Permit Attachment 4, *Hanford Emergency Management Plan* (DOE/RL-94-02), Section 14.3.1.1.

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J.7 Facility/Building Emergency Response Organization

J.7.1 242-A Evaporator Building Emergency Director

Title	Work Location	Work Phone
Building Emergency Director	Various	373-2689

Names and home telephone numbers of the BEDs are available from the Patrol Operations Center (373-0911) in accordance with Permit Condition II.A.3.

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