ADDENDUM J

CONTINGENCY PLAN
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ADDENDUM J

CONTINGENCY PLAN

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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 (Permit) Attachment 4, Hanford Emergency Management Plan (DOE/RL-94-02), and the Building Emergency Plan (BEP) specific to the 400 Area Waste Management Unit (400 Area WMU) 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 400 Area WMU 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 or Permit Condition I.C.3.

The 400 Area WMU 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 Substances Control Act of 1976 [40 CFR 761], and U.S. Department of Energy Orders). Therefore, revisions made to portions of the 400 Area WMU building emergency plan that are not governed by the requirements of WAC 173-303-350 and -360 will not be considered as a modification request subject to WAC 173-303-830 or Permit Condition I.C.3.

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

<table>
<thead>
<tr>
<th></th>
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<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>-350(3)(a) - A description of the actions which facility personnel must take to comply with this section and WAC 173-303-360</td>
<td>X² Section 1.3.4</td>
<td>X² Sections 7.1, 7.2 through 7.2.5, and 7.3²</td>
<td>X² Sections J.3.1, J.3.2 through J.3.2.5, and J.3.3²</td>
</tr>
<tr>
<td>-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</td>
<td>X² Section 1.3.4</td>
<td>X²⁴ Section 7.2.5.1</td>
<td>X²⁴ Section J.3.2.5.1</td>
</tr>
<tr>
<td>-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).</td>
<td>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</td>
<td></td>
<td></td>
</tr>
<tr>
<td>-------------</td>
<td>------------------------------------------------------------------</td>
<td>---------------------------------------------</td>
<td>------------</td>
</tr>
<tr>
<td>350(3)(d)</td>
<td>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.</td>
<td>X² Sections 3.1 and 13.0</td>
<td>X³ Sections J.2 and J.7</td>
</tr>
<tr>
<td>350(3)(e)</td>
<td>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.</td>
<td>X</td>
<td>Section 9.0</td>
</tr>
<tr>
<td>350(3)(f)</td>
<td>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.</td>
<td>X⁶ Figure 7-3 and Table 5-1</td>
<td>X⁷ Section 1.5</td>
</tr>
</tbody>
</table>

An 'X' indicates requirement applies.

1 Portions of Permit Attachment 4, Hanford Emergency Management Plan (DOE/RL-94-02) 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 400 Area WMU and all emergency procedures at the 400 Area WMU that are different from those in Permit Attachment 4, must be identified in the 400 Area WMU 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.

4 This footnote is intended to be left blank.

5 Emergency Coordinator names and home telephone numbers are maintained with the Patrol Operations Center (telephone number 373-0911) in accordance with Permit Condition II.A.4 and will be updated, at a minimum, monthly.

6 The Hanford Facility (site wide) signals are provided in Attachment 4, Table 5.1. 400 Area WMU specific communication equipment and warning systems are provided in section J.4.3.

7 Evacuation routes for occupied buildings surrounding the DWMU are posted on information boards within the buildings.

### 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 400 Area WMU. Alternate evacuation routes will be used on a case-by-case basis based on meteorological conditions 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 ICP and functions under the direction of the IC. In this role, the BED will continue to manage and direct 400 Area WMU operations. During events, 400 Area WMU personnel perform response duties under the direction of the BED. The senior Hanford Fire Department official manages the Incident Command Post (ICP) unless the event is determined to be primarily a security event, in which case the Hanford Fire Department and Hanford Patrol will operate under a unified command system with the Hanford Patrol making all the 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 the BEDs by title, work location, and work telephone number is contained in Section J.7 of the 400 Area WMU BEP. 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 ensure 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. These activities must be performed with a sense of immediacy and will include available information.

The BED will use the following emergency procedures of WAC 173-303-360 (2) 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 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.

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 the personnel, facility, and the environment. If assistance from Hanford Patrol, Hanford Fire Department, or ambulance units is required, the Hanford Emergency Response Number (911) will be used to contact the Patrol Operations Center and request the desired assistance. To request other resources or assistance from outside the 400 Area WMU, the Patrol Operations Center business number will be used (373-3800).
J.3.1 Protective Action Responses

Protective action responses are discussed in the following sections. 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

When a Fast Flux Test Facility (FFTF) Property Protected Area (PPA) evacuation is ordered or the evacuation siren sounds, non-essential employees will turn off office equipment, secure classified documents, obtain car keys and proceed to the staging area. Essential personnel are those who have been previously designated as having an emergency response role, are assigned to the on-shift Operations crew, or are utilized by the Emergency Response Organization during the event (e.g., Radiation Control Technicians (RCTs), Stationary Operating Engineers). Once at the staging area, personnel will report to their prescribed location to allow for accountability. Personnel with physical handicaps will have monitors assigned as necessary to assist them during an evacuation.

Personnel in protective clothing when an evacuation alarm sounds will make an effort to undress at the normal undress area if safe to do so. These personnel will remain separated from others, and report to the Contaminated Personnel staging sign located outside at the north end of 4713-B, next to the Tool Crib door. An RCT will be dispatched to that location to survey personnel. If directed to the alternate staging area, it will be recommended that personnel remove and leave protective clothing in the parking lot prior to entering their vehicle and upon arrival at the alternate staging area, remain segregated from others and notify staging area personnel of the situation.

Personnel performing significant plant operations when an evacuation is initiated will place the equipment in a stable configuration if safe to do so and then respond as appropriate to the evacuation.

Personnel Accountability Aides (PAAs) will perform designated building sweeps to ensure all personnel have been notified and are proceeding to the staging area. PAAs will then proceed to the staging area and assist with personnel accountability. After personnel accountability is completed at the staging area, the Staging Area Manager (SAM) will notify the BED/ICP.

Within each building the exits are clearly marked and evacuation routes to the staging area are maintained clear of obstacles.

The BED will normally contact the Patrol Operations Center to inform them of the event and ensure that necessary onsite and offsite protective actions will be initiated. If additional transportation is needed for personnel, the BED will coordinate for additional transportation through RL-EOC.

J.3.1.2 Take Cover

The site area siren will sound to notify personnel of the need to take cover. Personnel will respond to the first take cover signal sounded. The BED will contact the Patrol Operations Center to inform them of the event and will ensure that necessary onsite and offsite protective actions will be initiated.

When the "Take Cover" Alarm is activated, personnel will take cover in the nearest building or trailer, halt work, and if able, place equipment in a safe condition. Close windows, exterior doors, interior doors, and/or window blinds for offices with windows, and secure heating, ventilation, and air conditioning (HVAC). If possible, personnel will move to interior hallways, lock up classified documents, and follow normal exit procedures from radiologically controlled areas in preparation for evacuation. PAAs will assist in the conduct of Take Cover activities.

J.3.2 Response to Facility Operations Emergencies

Whenever there is an imminent or emergency situation, the BED will review the site-wide emergency response procedure(s) and, as required, categorize and/or classify the event. If necessary, the BED will initiate area protective actions and Hanford Site Emergency Response Organization 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
The loss of utilities will not have any impact because the WMU does not require support of any utilities. Only minimal electrical power is available in the facility, and its loss would not have any effect on the WMU.

J.3.2.2 Major Process Disruption/Loss of Plant Control
There are no process upsets or losses of plant control that can have any effect on the 400 Area WMU.

J.3.2.3 Pressure Release
No pressure hazard exists for the waste stored in the 400 Area WMU.

J.3.2.4 Fire and/or Explosion
In the event of a fire, the discoverer will activate a fire alarm (pull box); call 911 (373-3800 if using a cellular phone) or verify that 911 has been called. The discoverer will notify the Shift Operations Manager (SOM)/BED.

- 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 time permits, personnel will shut down equipment, and secure waste. The alarm automatically signals the Hanford Fire Department.
- The BED will proceed directly to the ICP, obtain all necessary information pertaining to the incident, and send a representative to meet 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, mixed waste or radioactive material 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.
- Hanford Fire Department firefighters will extinguish the fire as necessary.

J.3.2.5 Hazardous Material, Dangerous and/or Mixed Waste Spill
Spills can result from many sources including 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 radioactive materials.

- The discoverer will notify the BED and initiate SWIMS response:
  - Stops work
  - Warns others in the vicinity
  - Isolates the area
  - Minimizes the spill if possible
  - Requests the BED Secure 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 and proper notifications will be made.
• If the Hanford Fire Department resources are needed, the BED will call 911 (373-3800 if using a cellular phone).
• 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, mixed waste or radioactive material 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.
• Hanford Fire Department will stabilize the spill.

J.3.2.6 Damaged or Unacceptable Shipments

During the course of receiving an onsite transfer of mixed waste at the 400 Area WMU, an unanticipated event could be discovered resulting in a conformance issue concerning the waste. Damaged or unacceptable shipments resulting from onsite transfers are not subject to WAC 173-303-370; however, conformance issues will be resolved in order to maintain proper records.

The following actions will be taken to resolve the conformance issue:

• Operations management will be notified of the damaged or unacceptable waste to be received.
• If the conformance issue results in a spill or release, actions described in Section J.3.2.5 will be taken
• The generating organization will be notified of the conformance issue

An operations representative, in conjunction with the generating organization, will determine the course of action to resolve the conformance issue.

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.

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 according to Section J.3, Ecology will be notified before operations can resume [WAC 173-303-360(2)(i)(ii)]. This notification is in addition to those required reports and 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)(i) may be made via telephone conference and documentation of the notification will be included in the 400 Area WMU 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 DOE to restore conditions to normal. This process is detailed in DOE and contractor emergency procedures. The makeup of this organization depends on the extent of the damage and its 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 400 Area WMU 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 before storage is performed, as necessary. 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.

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

Hanford Site emergency resources and equipment are described and listed in Permit Attachment 4, Hanford Emergency Management Plan (DOE/RL-94-02), Appendix C. Emergency resources and equipment for the 400 Area WMU are presented in this section.

J.4.1 Fixed Emergency Equipment

<table>
<thead>
<tr>
<th>FIXED EMERGENCY EQUIPMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>TYPE</td>
</tr>
<tr>
<td>N/A</td>
</tr>
</tbody>
</table>

J.4.2 Portable Emergency Equipment

<table>
<thead>
<tr>
<th>PORTABLE EMERGENCY EQUIPMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>TYPE</td>
</tr>
<tr>
<td>Fire Extinguisher</td>
</tr>
<tr>
<td>Emergency Response Kit</td>
</tr>
</tbody>
</table>
J.4.3 Communications Equipment/Warning Systems

<table>
<thead>
<tr>
<th>TYPE</th>
<th>LOCATION</th>
<th>CAPABILITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fire Alarm</td>
<td>At or near building exits in buildings 405; 491E, S, &amp; W; 4621E; and 4703</td>
<td>Alerts personnel of a potential fire and notifies Fire Department</td>
</tr>
<tr>
<td>Continuously Ringing Bell Or Electronic Gong And Strobe</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2-Way Radio/Cell Phone</td>
<td>At least one with personnel while in the TSD unit location.</td>
<td>Notify personnel to summon emergency assistance</td>
</tr>
<tr>
<td>Argon pressure monitoring system</td>
<td>FFTF argon dewar pad</td>
<td>Notify personnel of over or under pressure in the inert cover gas for piping and components containing sodium residuals</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>TYPE</th>
<th>LOCATION</th>
<th>CAPABILITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Leather Gloves</td>
<td>Personal Protective Emergency Equipment is available at the facility and will be staged when work is performed at the TSD unit location</td>
<td>Protection from specific exposure hazards</td>
</tr>
<tr>
<td>PPE clothing</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

J.4.5 Spill Control and Containment Supplies

<table>
<thead>
<tr>
<th>TYPE</th>
<th>LOCATION</th>
<th>CAPABILITY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spill Control Materials</td>
<td>A Spill Kit will be available when work is performed at the TSD unit location</td>
<td>Control and mitigation of radioactive and chemical spills</td>
</tr>
<tr>
<td>- Absorbent materials</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Bags</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Step-off pads</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Barrier tape</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Rags</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Scissors</td>
<td></td>
<td></td>
</tr>
<tr>
<td>- Shoe Covers</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

J.4.6 Incident Command Post

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, 400 Area WMU file, the time, date, and details of any incident, which requires implementation of the contingency plan. Within 15 days after the incident, a written report will be submitted to Ecology. The report will, at a minimum, 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 400 Area WMU Permit Addendum J will be maintained at the following locations:

- MO 294

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.

### J.7 Building Emergency Organization

**Building Emergency Director**

<table>
<thead>
<tr>
<th>FFTF BEDs</th>
<th>TITLE</th>
<th>WORK LOCATION</th>
<th>WORK PHONE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>S&amp;M Operations Manager</td>
<td>MO 294</td>
<td>376-0702</td>
</tr>
</tbody>
</table>

Names and home telephone numbers of the BEDs are available from the Patrol Operations Center (373-0911) in accordance with Permit Condition II.A.4.