DOE/UMTRA--184

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PUBLIC INFORMATION PLAN

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Uranium Mill Tailings Remedial Action Project Office
Albuquerque Operations Office
Department of Energy
Albuquerque, New Mexico 87108

Approved

MASTER

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1.0 INTRODUCTION

The Public Information Plan is intended to be used in conjunction with the DOE-UMTRA Project "Public Participation Plan" to describe the Department of Energy's plan for involving the public in the decision-making process related to the Uranium Mill Tailings Remedial Action (UMTRA) Project.

This project was authorized by Congress in the Uranium Mill Tailings Radiation Control Act of 1978, PL95-604. The Act provides for a cooperative effort with affected states and Indian tribes for the cleanup of designated abandoned or inactive uranium mill tailings sites, which are located in nine western states and in Pennsylvania. The Act was amended in 1982 to also include vicinity properties contaminated with residual radioactive material in Edgemont, South Dakota. Section 111 of the Act states, "In carrying out the provisions of this title, including the designation of processing sites, establishing priorities for such sites, the selection of remedial actions and the execution of cooperative agreements, the Secretary (of Energy), the Administrator (of the Environmental Protection Agency), and the (Nuclear Regulatory) Commission shall encourage public participation and, where appropriate, the Secretary shall hold public hearings relative to such matters in the States where processing sites and disposal sites are located."

The public has a right to be informed about proposed government actions and to be heard in the planning of activities that influence their lives. The Department of Energy (DOE) will comply with the legal requirements for public participation, and expand the role of the people who live in affected communities. The DOE wishes to encourage the states and local governments, as well as individuals, to join actively in the decision-making process to ensure that the resulting decisions are made with full knowledge of the public's views.

There are several opportunities for public participation during the course of the remedial action project. Because an informed citizen is a more active participant, the DOE plans to actively pursue the actions described in this Public Information Plan in order to fully inform and involve the public.

The public will have many questions concerning the UMTRA project. The DOE, through the implementation of the Public Information Plan, will keep the public informed on matters such as health concerns, environmental issues, remedial action construction plans, project costs, and specific site activities.

1.1 BACKGROUND OF MILL TAILINGS AND THE REMEDIAL ACTION PROJECT

The tailings at the designated inactive processing sites resulted from uranium milling operations by private industries under contract to the U.S. government, which procured the uranium for national defense programs during the period from 1943 to 1971. During the latter part of this period there was a reduced demand for uranium, and many uranium mills were closed and abandoned. Since the potential health effects of radioactivity from uranium mill tailings were believed to be minimal, few actions were taken to stabilize or confine the tailings piles. In some areas tailings were spread to adjacent properties by wind and water action or were used for landfill and construction purposes.

When the potential health hazards associated with uranium mill tailings were recognized, the Congress directed DOE to perform remedial actions at properties where such tailings were located. Authorization is contained in PL92-314 and PL95-236, which provide for remedial action at certain vicinity properties in Grand Junction, Colorado, and, later in PL95-604, the Uranium Mill Tailings Radiation Control Act of 1978. The latter law directs DOE to enter into cooperative agreements with affected states and Indian tribes, in order to perform remedial actions at designated inactive processing sites and vicinity properties. DOE's authority under the Act to perform these actions ends seven years after the Environmental Protection (EPA) standards took effect on March 7, 1983 (Summary, Table 1.1).

Twenty-four inactive processing sites were designated for remedial action under provisions of the Act. All of these sites are located in the western United States except one, which is in Canonsburg, Pennsylvania (Figure 1.1). The sites, occupying a total area of about 1000 acres, contain approximately 20 million cubic yards of tailings. During the designation of processing sites and the establishment of site priorities, DOE encouraged public participation through the publication of Federal Register notices and press releases. DOE is also in the process of identifying and designating vicinity properties which are determined to be contaminated by residual radioactive materials derived from the 24 designated processing sites. Remedial action at these vicinity properties will be performed as part of the remedial action for the original processing site. The DOE estimates there are about 8,000 vicinity properties.

Remedial action at the Canonsburg processing site began in 1983 and will begin at other sites contingent on negotiation of cooperative agreements between DOE and the affected states or Indian tribes, and compliance with the National Environmental Policy Act (NEPA). Figure 1.2 shows the UMTRA Project processing site master schedule for remedial actions.

1.2 OBJECTIVE AND PURPOSE

The objective of the Public Information Plan of the UMTRA Project is timely and sufficient dissemination of factual information to promote understanding of the project by Federal, state, and local officials, the media, special interest groups, and the general public; and thereby to encourage informed participation in the project by the public and government officials.

The Uranium Mill Tailings Radiation Control Act provides for public involvement in remedial action planning, with special consideration given to landowners, Indian tribes, and the states. According to the Act, the Secretary of Energy shall hold public hearings in the states where processing sites, vicinity properties, and disposal sites are located.

Public participation in the UMTRA Project will not, however, be limited to those mechanisms formally required by law. The public may also be involved informally through informational meetings, workshops, and local citizens' task forces.

PART 192 - HEALTH AND ENVIRONMENTAL PROTECTION STANDARDS FOR URANIUM MILL TAILINGS

SUBPART A - Standards for the Control of Residual Radioactive Materials from Inactive Processing Sites

192.02 Standards

Control shall be designed to:

- (a) Be effective for up to one thousand years, to the extent reasonably achievable, and, in any case, for at least 200 years, and,
- (b) Provide reasonable assurance that releases of radon-222 from residual radioactive material to the atmosphere will not:
 - (1) Exceed an average release rate of 20 picocuries per square meter per second, or
 - (2) Increase the annual average concentration of radon-222 in air at or above any location outside the disposal site by more than one-half picocurie per liter.

SUBPART B - Standards for Cleanup of Land and Buildings Contaminated with Residual Radioactive Materials from Inactive Uranium Processing Sites

192.12 Standards

Remedial actions shall be conducted so as to provide reasonable assurance that, as a result of residual radioactive materials from any designated processing site:

- (a) The concentration of radium-226 in land averaged over any area of 100 square meters shall not exceed the background level by more than -
 - (1) 5 pCi/g, averaged over the first 15 cm of soil below the surface, and
 - (2) 15 pCi/g, averaged over 15 cm thick layers of soil more than 15 cm below the surface.
- (b) In any occupied or habitable building -
 - (1) The objective of remedial action shall be, and reasonable effort shall be made to achieve, an annual average (or equivalent) radon decay product concentration (including background) not to exceed 0.02 WL. In any case, the radon decay product concentration (including background) shall not exceed 0.03 WL, and
 - (2) The level of gamma radiation shall not exceed the background level by more than 20 microrentgens per hour.

SUBPART C - Implementation (condensed)

192.20 Guidance for Implementation

Remedial action will be performed with the "concurrence of the Nuclear Regulatory Commission and the full participation of any state that pays part of the cost" and in consultation as appropriate with other government agencies.

192.21 Criteria for Applying Supplemental Standards

The implementing agencies may apply standards in lieu of the standards of Subparts A or B if certain circumstances exist, as defined in 192.21.

192.22 Supplemental Standards

"Federal agencies implementing Subparts A and B may in lieu thereof proceed pursuant to this section with respect to generic or individual situations meeting the eligibility requirements of 192.21."

- (a) "...the implementing agencies shall select and perform remedial actions that come as close to meeting the otherwise applicable standards as is reasonable under the circumstances."
- (b) "...remedial actions shall, in addition to satisfying the standards of Subparts A and B, reduce other residual radioactivity to levels that are as low as is reasonably achievable."
- (c) "The implementing agencies may make general determinations concerning remedial actions under this Section that will apply to all locations with specified characteristics, or they may make a determination for a specific location. When remedial actions are proposed under this Section for a specific location, the Department of Energy shall inform any private owners and occupants of the affected location and solicit their comments. The Department of Energy shall provide any such comments to the other implementing agencies [and] shall also periodically inform the Environmental Protection Agency of both general and individual determinations under the provisions of this section."

Ref: Federal Register, Volume 48, No. 3, January 5, 1983, 40 CFR Part 192.

TABLE 1.1 EPA STANDARDS

FIGURE 1.1 LOCATION - UMTRA PROJECT SITES

UMTRA PROCESSING SITE SCHEDULE

SITES	FY 1981				FY 1982				FY 1983				FY 1984				FY 1985				FY 1986				FY 1987				FY 1988				FY 1989				FY 1990			
	1Q	2Q	3Q	4Q	1Q	2Q	3Q	4Q	1Q	2Q	3Q	4Q	1Q	2Q	3Q	4Q	1Q	2Q	3Q	4Q	1Q	2Q	3Q	4Q	1Q	2Q	3Q	4Q	1Q	2Q	3Q	4Q	1Q	2Q	3Q	4Q				
CANONSBURG																																								
SALT LAKE CITY																																								
SHIPROCK																																								
DURANGO																																								
GUNNISON																																								
GRAND JUNCTION																																								
RIFLE - 2																																								
RIVERTON																																								
TUBA CITY																																								
MEXICAN HAT																																								
LAKEVIEW																																								
AMBROSIA LAKE																																								
NATURITA																																								
FALLS CITY																																								
GREEN RIVER																																								
SLICK ROCK - 2																																								
BELFIELD																																								
BOWMAN																																								
MAYBELL																																								
LOWMAN																																								
SPOOK																																								
MONUMENT VALLEY

NEPA PROCESS
ENGINEERING
PLANNING & DESIGN DEVELOPMENT
MAINTENANCE & SURVEILLANCE
REMEDIAL ACTION

APPROVED: *A. C. Worley*

DATE: 6-11-84

REVISED: 6-11-84

FIGURE 1.2

The purpose of this plan is to describe UMTRA Public Information activities and to establish procedures and methods that will ensure capabilities for providing information on all aspects of the UMTRA Project including scientific, technical, environmental, socioeconomic, and project status.

Throughout the NEPA process at each site, the Public Information office will provide the necessary materials to enable an informed public to participate in the decision-making process. Following completion of the NEPA process, the Public Information office will continue to inform the public with regard to remedial action construction activities.

2.0 PUBLIC INFORMATION PLAN DEFINITIONS

The following sections describe the policies of the DOE; define the scope, applicability, and responsibilities of the DOE; and summarize procedures to be followed.

2.1 POLICY

The DOE will conduct the UMTRA Project activities under an open information policy. All information concerning such activities is not classified and will be released in a timely manner. States and tribes involved in the UMTRA Project will have a major consultation role with regard to the Project.

Given the potential social, economic, and environmental impacts of the UMTRA Project, the DOE will develop every mechanism possible to inform and involve the public including printed materials, meetings, press releases, information mailings, and tours. All participants will be provided with copies of all approved public information materials including new materials as they are published. All public inquiries will be answered in a thorough and coordinated manner.

2.2 SCOPE AND APPLICABILITY

The policies and implementation procedures of this PI plan apply to all Albuquerque Operations and other DOE field organizations involved in UMTRA Project activities and all DOE laboratories, contractors, and subcontractors providing support or services to the project.

This plan applies to the preparation and dissemination of technical, scientific, and environmental information by written means (documents, pamphlets, executive summaries, and newsletters), by visual means (films, video tapes, and slide presentations), or by verbal means (briefings, public meetings, and testimony).

This plan applies to all regional activities related to the development and dissemination of information about the social, economic, and environmental impacts of UMTRA activities; and to activities related to assistance to the communities in developing methods for dealing with these impacts.

2.3 RESPONSIBILITIES

2.3.1 The Office of Public Affairs, Albuquerque Operations, DOE

The Office of Public Affairs, with guidance and overview from the UMTRA Project Office, will act as the prime contact within DOE on all public information activities and coordinate all UMTRA Project-related public information programs.

This office will review all UMTRA Project public information interactions with state and local officials, the media, special interest groups, and the general public, and coordinate these interactions with appropriate DOE Headquarters offices. It will act as lead DOE representative in matters related to public information programs in the affected states.

The Office of Public Affairs will inform state officials of public information efforts which affect the sites and communities within their respective states. It will consult with state officials, as needed, in the development of public information materials and utilize the states, to the extent available and mutually agreed upon, in the dissemination of public information.

This office will be responsible for media relations including arranging for and conducting special briefings, press releases, and media representation at public meetings and hearings.

The address for the Office of Public Affairs, and contacts within the office, are as follows:

UMTRA INFORMATION:

Ben McCarty
Office of Public Affairs
U.S. Department of Energy
P.O. Box 5400
Albuquerque, New Mexico 87115
(505) 844-6938

DOE INFORMATION:

Dave Jackson
Office of Public Affairs
U.S. Department of Energy
P.O. Box 5400
Albuquerque, New Mexico 87115
(505) 844-6938

2.3.2 Contractors and national laboratories

Contractors and national laboratories shall identify the need for and propose the scope and content of public information materials; identify the need for and assist in arranging briefings for or meetings with special interest groups, Federal, state and local officials, and the media; identify the need for and arrange on-site tours; and identify the need for and coordinate with local community contacts the development of plans for assessing and managing the social, economic, and environmental impacts of the UMTRA Project. The contractor or national laboratory shall undertake these activities upon approval and under the direction of the UMTRA Project Office.

In addition, the DOE Office of Public Affairs may request assistance in the preparation, reproduction, and distribution of public information materials; the development and updating of UMTRA Project briefing books; the development of testimony, presentations, and special reports; the development of information and press kits; and the development and maintenance of outreach lists of government officials, media representatives, special interest groups, and community leaders.

2.4 PROCEDURES

The procedures to be followed by the UMTRA Project participants are defined in Appendix B, Procedures. These procedures ensure that the public is informed in a timely and coordinated manner concerning UMTRA Project activities through the use of approved news releases, printed and audio-visual materials, briefings, and project reports and documents.

3.0 ACTIONS

The following actions comprise some, but certainly not all, of the activities that may be undertaken in order to fully inform the public.

3.1 PRINTED MATERIALS

Printed materials are intended to provide information on all aspects of the UMTRA Project in an easily understood print format. Types of materials include project documents, fact sheets, brochures, topical papers on specific issues or inquiries, executive summaries of published documents, and news articles. UMTRA materials will be designed to stand alone or be distributed in an "UMTRA Information Packet." This packet could be used at news conferences, public hearings, briefings, or other public meetings to provide a comprehensive collection of all UMTRA information including brochures, news releases, topical papers, and testimony or reports.

Potential topics include:

The UMTRA Project--an overview

- o Background information.
- o The law, PL95-604.
- o Scope of the project.
- o Site priorities.
- o Reprocessing.
- o Research and development.
- o National Environmental Policy Act (NEPA) process.
- o Decontamination.
- o Stabilization.
- o Cooperative agreements.
- o Transportation of tailings.
- o Economic impacts.
- o Environmental impacts.
- o Health impacts.

Since fact sheets and brochures are, by their format, limited in their ability to respond to specific questions or events, additional printed materials may be prepared to provide supplemental and timely information. Topical papers can be prepared as needed to address specific issues or inquiries. News articles can be prepared in response to or to announce particular events, activities, or changes in project status.

3.2 AUDIO-VISUAL PROGRAMS

Audio-visual programs are designed to provide accurate updated information about the UMTRA Project which allows the intended audiences to visualize all aspects of the project. A variety of visual presentation methods can be utilized including 16 mm. movies, video tapes, and slide and viewgraph presentations for taped or scripted narration. These materials

provide a format which can be kept continually updated and used for a wide variety of audiences.

3.3 SPEAKERS PROGRAM

Often, information requests from the public can be appropriately handled by UMTRA Project speakers. Speakers will be provided from the UMTRA Project Office and contractor personnel, and selected for their ability to present the facts and answer questions clearly and knowledgeably. Their presentations will be scheduled by the AL Public Affairs Office in consultation with the Project Office.

3.4 DOCUMENT AND INFORMATION AVAILABILITY

The DOE has established a policy of ensuring that all published information about the UMTRA Project is readily available to the public in those communities directly concerned with or impacted by the project.

Public libraries, colleges and universities, state and local offices, and other appropriate locations which are open to the public will be utilized as information repositories. The availability of documents and information materials will be publicized through press releases, notices in the Federal Register, and specialized local mailings.

3.5 MEDIA RELATIONS

Media relations activities are designed to provide all media (national, state, local) with timely, accurate information about UMTRA activities, events, and status changes. These activities include, but are not limited to: media briefings, project press kits, public service announcements, visual materials for TV, and press releases.

3.6 COMMUNITY OUTREACH CONTACTS

The purpose of the community outreach contact effort is to ensure that key community leaders, including Federal, state and local government officials and representatives of special interest groups, are informed in a timely fashion of UMTRA activities, events, and status changes. Lists will be compiled of all individuals whose status in the community, or demonstrated interest in the project, indicates that they be kept informed of all aspects of the UMTRA Project. Included on such a list would be:

- o Legislators (Federal, state, local).
- o Executive branch officials (Federal, state, local).
- o Opinion leaders.
- o Officials of special interest groups.
- o Media (print, electronic).
- o Interested citizens.
- o The academic community.
- o Leaders of the business and professional community.

- o Residents of the local mill tailings areas.
- o Residents of the proposed disposal sites.

Assistance will be available to aid the states in their responsibility to organize citizen participation groups and enable the public to more effectively participate in the UMTRA Project.

In addition to the public meetings and hearings required during the NEPA process, frequent informal meetings will be held as activities warrant or as requested by the community. UMTRA Project site managers will be utilized to maintain close contact with community concerns in order to respond to inquiries in a timely fashion.

3.7 ASSISTANCE FOR PUBLIC OFFICIALS

Local, state, and Federal officials whose areas of jurisdiction are impacted by the UMTRA Project need sufficient and timely information for the benefit of their constituents. In addition to regular information dissemination channels, these officials may receive personal briefings by approved project personnel, assistance in obtaining information for the drafting of legislation and preparation of testimony, and frequent project status updates.

3.8 RESPONSE TO PUBLIC INQUIRIES

Timely responses to public inquiries are needed to ensure that all inquiries from the general public about the UMTRA Project or related topics are answered to the fullest extent possible. The Project Office will use all available materials and personnel to respond quickly and completely to any and all inquiries from the public.

3.9 TOURS

Site tours are intended to acquaint key community leaders, including governmental and opinion leaders, with the mill tailings processing and/or disposal sites during remedial action construction and after remedial action is completed. General tours will be conducted as appropriate at each processing and disposal site in order to keep local leaders fully apprised of project status and the effort being expended to perform remedial action at the various sites.

3.10 INTERNAL STAFF SUPPORT

The UMTRA Project Contractor Public Information staff will maintain close contact with other UMTRA Project personnel to keep them informed of Public Information activities and to assist them in providing technical, engineering, scientific, and environmental information to the public.

The Public Information staff will maintain an adequate supply of all printed materials related to the UMTRA Project, maintain an information mailing list in a current status, develop and update the UMTRA Project General Briefing Package and Site-Specific Briefing Units, and assist UMTRA Project personnel with presentation materials and other special needs.

4.0 SUMMARY OF DOE UMTRA PROJECT PUBLIC PARTICIPATION PLAN

The DOE UMTRA Project Public Participation Plan, DOE/AL-10, describes the DOE's plan for public participation in the decision-making process related to the UMTRA Project under compliance with the National Environmental Policy Act of 1969 and compliance with PL95-604, The Uranium Mill Tailings Radiation Control Act of 1978.

These two documents, DOE/AL-10, the Public Participation Plan, and DOE/AL-184, the Public Information Plan, are intended to be complimentary. DOE/AL-10 describes when and how public participation is required and solicited; DOE/AL-184 describes the open information policies of the DOE and the methods to be used to fully inform the public.

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GLOSSARY

alpha radiation	Positively charged particles emitted by certain radioactive material, made up of two neutrons and two protons, identical to the nucleus of a helium atom. An alpha particle cannot penetrate clothing or the outer layer of human skin.
briefing	A summary of findings usually presented to a group with visual aids (charts, slides, viewgraphs).
comments	Public responses to draft and final documents and preliminary findings submitted as written comments or as oral statements presented at meetings and hearings.
cooperative agreement	A legal contractual agreement between the U.S. DOE and a state or Indian tribe to cooperatively carry out remedial actions with set terms and conditions.
curie	A unit of radioactivity. One curie (Ci) = 3.7×10^{10} nuclear transformations per second.
daughter product(s)	A nuclides resulting from the radioactive decay of a radionuclide, formed either directly or as a result of successive transformations in a radioactive series. A daughter product may be either stable or radioactive.
disposal site	Site selected for emplacement of radioactive waste in a repository designed to permanently isolate radionuclides from the biosphere.
Environmental Assessment (EA)	An environmental document prepared by DOE to determine if remedial action impacts may be significant; may also be a decision document used in planning.
Environmental Impact Statement (EIS)	An analytical document which fully informs decision-makers and the public of the potential environmental effects of a proposed Federal action and the effects of the reasonable alternatives.
draft EIS	The first form of an EIS which is distributed to solicit public comments that will later be incorporated into the final EIS.
fact sheet	Summary document that provides the essential facts relative to a specific site or aspect of the Uranium Mill Tailings Remedial Action Project.

final EIS	A completed EIS containing responses to public comments and used as a basis for a record of decision for a proposed Federal action.
finding of no significant impact	Presents reasons why a project will not have a significant effect on the environment based on the environmental assessment.
gamma radiation	Short-wave-length electromagnetic radiation emitted in the radioactive decay of certain nuclides. Gamma rays are highly penetrating.
general public	The great majority of the population who are not readily identified with any special group or interest.
half-life	The time required for 50 percent of the quantity of a radionuclide to decay into its daughters.
Notice of Intent	Published in Federal Register to announce DOE's intent to prepare an EIS; contains description of proposed action and possible alternatives, description of scoping process, and name of specific DOE contact for information.
picocurie	A curie is a unit of radioactivity. One picocurie is one trillionth of a curie.
processing site	As defined in PL95-604, any site, including the mill, containing residual radioactive materials at which all or substantially all of the uranium was produced for sale to any Federal agency prior to January 1, 1971 under a contract with any Federal agency, unless: ... (i) such site was owned or controlled as of January 1, 1978, or is thereafter owned or controlled by any Federal agency, or ... (ii) a license (issued by the Commission or its predecessor agency under the Atomic Energy Act of 1954 or by a State as permitted under Section 274 of such Act) for the production at such site of any uranium or thorium product derived from ores is in effect on January 1, 1978, or is issued or renewed after such date.
public hearing	Formal meetings with citizens as required by laws and regulations.
public information meeting	Informal periodic meetings with citizens' groups to exchange views and provide information.
public information packets	A loose-leaf collection of fact sheets, brochures, and other UMTRA Project written materials.
public interest group	People organized to promote and protect particular public interests and values.

public participation	An organized process in which DOE, in an open manner, actively seeks and considers the views of the public prior to making decisions that affect the public interest.
radioactive	Unstable in a manner shown by spontaneous nuclear disintegration, with accompanying emission of electromagnetic radiation and particles.
radioactive decay	The spontaneous transformation of one nuclide into another or into a different energy state of the same nuclide, accompanied by the emission of radiation and/or particles.
radioactivity	The rate at which radioactive material emits radiation, given in terms of the number of nuclear disintegrations occurring in a unit of time. The common unit of radioactivity is the curie.
radioisotope	A radioactive isotope of an element with which it shares almost identical chemical properties.
radionuclide	A radioactive nuclide.
radium-226	A radioactive daughter of uranium-238. Radium is present in all uranium-bearing ores; it has a half-life of 1,620 years.
radon-222	The gaseous radioactive daughter product of radium-226; it has a half-life of 3.8 days.
radon-daughter product	One of several short-lived radioactive daughter products of radon-222. All are solids.
regulations	Federal rules published to implement an Act of Congress; published in the Code of Federal Regulations.
remedial action	Stabilization of a contaminated site, or any action found to be necessary to reduce that contamination, performed under Title I of the Uranium Mill Tailings Radiation Control Act of 1978.
residual radioactive materials	Unprocessed ore and waste in the form of tailings resulting from the processing of uranium ores.
scoping process	Determines extent of issues to be addressed by EIS; DOE invites participation of Federal, state, and local agencies, affected Indian tribes, and other interested parties.
standards, EPA	EPA has set numerical limits on acceptable levels of radium and decay products under which remedial actions shall be conducted by the DOE to ensure insignificant risk to public health and the environment.

tailings

Remaining portion of a metal-bearing ore after some or all of the metal, such as uranium, has been extracted in the mill in process.

task force or advisory
committee (citizen/
state)

An independent group established by a State or Indian tribe to serve as a communications link between the UMTRA Project participants and the affected public. This group usually consists of interested citizens, business people, local and State or Tribal officials, and other community leaders.

UMTRA

Uranium Mill Tailings Remedial Action Project of the Department of Energy.

vicinity property

Any real property or improvement which is in the vicinity of a processing site and which is determined by DOE, in consultation with the NRC, to be contaminated with residual radioactive materials derived from that processing site, and which is determined by DOE to require remedial action.

working level

A measure of radon daughter product concentrations. Technically, it is any combination of short-lived radon decay products in 1 liter of air that will result in the ultimate emission of alpha particles with a total energy of 130,000 MeV (million electron volts).

workshop

An informal gathering of citizens to discuss a specific issue, usually organized to provide a give and take dialogue.

MATERIALS AVAILABLE FROM DOE

UMTRA Project film

UMTRA Project Fact Sheet

UMTRA Questions and Answers Fact Sheet

Site-Specific Fact Sheets

UMTRA Project Plan

NEPA Implementation Plan

Quality Assurance Plan

EPA Final Standards

Site-Specific Briefing Books

Site-Specific Engineering Assessments

Site-Specific Engineering Designs
(as they become available)

Site-Specific Environmental Assessments and Environmental Impact Statements and summaries
(as they become available)

Site specific remedial action plans and summaries (as they become available)

Public Information Plan

Public Participation Plan

Environmental, Health, and Safety Plan

Technology Development Plan

Vicinity Properties Management and Implementation Manual

Project Site Design Criteria

Plan for Implementing EPA Standards for UMTRA Sites

APPENDIX A

PUBLIC AFFAIRS GUIDELINES FOR DOE UMTRA PROJECT
AND CONTRACTOR EMPLOYEES

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A.1 BACKGROUND

One of the major objectives of the Uranium Mill Tailings Remedial Action (UMTRA) Project is to obtain as much public participation in the decision-making process as possible. In order to accomplish this objective, all persons, DOE and contractor, involved with the program must be made aware of the necessity to answer questions concerning the project accurately and promptly. UMTRA Project information is not subject to security classification and, therefore, an open information policy will be followed.

A.2 APPLICABILITY

This guidance applies to all UMTRA participants, both Federal and contractor employees, funded by DOE. It also may apply to participating state and local agencies, either by agreement or as a statement of policy by the DOE regarding public participation in the project.

A.3 POLICY

The UMTRA Project operates under an open information policy in accordance with DOE policy, the Freedom of Information Act, the Privacy Act, and the Uranium Mill Tailings Radiation Control Act of 1978. All questions about the project, subject to the following guidelines, should be answered accurately and promptly.

A.4 EMPLOYEE BRIEFING

All project employees in the field may be approached by members of the public or news media with questions about their activities. All field employees should receive a briefing from their supervisor explaining the policy and guidelines, with appropriate information on sensitive areas in their portion of the project, proper method of referral to supervisors, and method of obtaining or assisting others to obtain information on the project.

All field personnel should have a copy of generic fact sheets, the site specific fact sheet, and other appropriate materials for the location at which they are working. Supervisors should have a copy of the "Public Information Plan," UMTRA-DOE/AL-184, and the "Public Participation Plan," UMTRA-DOE/AL-10.

A.5 GUIDELINES

Questions should be answered factually and straightforwardly subject to the following exceptions:

- o If the question concerns procurement, do not release information containing proprietary data or plans with respect to the evaluation of bids and proposals. Refer these questions to the DOE UMTRA Project Office, (505) 844-3941.
- o In the case of inquiries concerning the location, purchase, or use of properties in a given vicinity, no release of names or addresses of owners should be given without prior authorization by the UMTRA Project Office.
- o Questions concerning the removal of tailings from one site to another should be answered only with approved statements. Answers should stress that the State, NRC, and DOE must agree on the site, that environmental documentation must be prepared prior to the removal, and that the public will have the opportunity to participate in the decision-making process by attending meetings and by submitting written comments.
- o Questions concerning UMTRA Project policy should be referred to the DOE UMTRA Project Office.
- o Give copies of the fact sheets to any person who has a question or is interested in the project.
- o When talking to members of the news media, refer them, if possible, to the DOE Office of Public Affairs, (505) 844-6938. Avoid expressing personal views about the project, other projects, or the agency.
- o Requests to present programs on the community level should be coordinated in advance with the DOE Office of Public Affairs and the UMTRA Project Office. Appropriate printed materials should be used in conjunction with presentations.

APPENDIX B
PROCEDURES

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B.1 NEWS RELEASES, NEWS BRIEFINGS, NEWS SEMINARS

The Project Office and the Albuquerque (AL) Office of Public Affairs approve the need and level of release. Either the AL Office of Public Affairs or the Project Office prepares draft materials. Contractor assistance may be requested. Draft press releases and accompanying materials are submitted to AL Public Affairs for appropriate handling. AL Public Affairs determines the need to obtain Headquarters clearance. The Project Office and AL Public Affairs coordinate with Headquarters and other field offices as necessary.

B.2 PRINTED MATERIALS (brochures, pamphlets, booklets, and fact sheets)

The Project Office identifies the need and scope to AL Public Affairs. AL Public Affairs evaluates the need and scope, and confers with the Project Office until agreement is reached. The Project Office, with the assistance of contractors, prepares and submits printed materials to AL Public Affairs. AL Public Affairs coordinates necessary approvals with Headquarters Public Affairs as required. AL Public Affairs arranges for publication and distribution, with guidance from the Project Office.

B.3 AUDIO-VISUAL MATERIALS (movies, slide presentations, and video tape)

The Project Office identifies needs in conjunction with AL Public Affairs. AL Public Affairs submits the concept to the Office of Terminal Waste Disposal and Remedial Action for transmittal to the Office of the Assistant Secretary for Nuclear Energy and to the Audio-Visual Review Board of Headquarters. The Project Office and AL Public Affairs arrange for preparation. The Audio-Visual Review Board, DOE Headquarters, reviews production at key stages during preparation. AL Public Affairs arranges for distribution, with Project Office guidance.

B.4 BRIEFINGS, TESTIMONY, MEETINGS

Excluding Congressional requests, if a need or request is identified by Project participants, it is referred to AL Public Affairs, and other interested participants are informed. If a need or request is identified by the Project Office or contractors, the Project Office recommends action to AL Public Affairs; AL Public Affairs approves or refers to Headquarters Public Affairs; and AL Public Affairs provides guidance to the Project Office. Congressional requests will be referred to DOE Headquarters, Division of Remedial Actions, who has lead responsibility in this area.

B.5 REPORTS INTENDED FOR PUBLIC USE (for information, or review and comment)

The Project Office recommends a distribution plan (to address such items as need for news releases, transmittal letters, timing, required DOE actions, and mailing list) to the AL Public Affairs, with copies to other participants as appropriate, at least 8 weeks prior to the release of a first draft.

AL Public Affairs determines the need to obtain Headquarters clearance and, if necessary, notifies DOE Headquarters Public Affairs of an agreed-to distribution plan at least 4 weeks prior to the release of the report.

Letters of transmittal, or "Notice to the Reader" types of AL statements providing the latest perspective and including period of comment, address of person to receive comments, and other pertinent items, are bound within the report. The distribution plan addresses the actions required to have these available for the report.

The Project Office obtains AL Public Affairs concurrence prior to actual release of the report.

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