**Gaston County Emergency Operation Center (EOC)**

Checklist for: **Transportation – Resources Coordinator Seat**

In support of an incident or event at either Catawba or McGuire Nuclear Stations, the following items are listed to ensure that items are review to be acted on if needed. This list is not solely the only actions that may need to be taken and any other additional items not listed may be added to the appropriate section in this checklist.

On each line item, write in the 3 initials of the person reporting action and the time in the appropriate slot for that item.

# Unusual Event Status Notification

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| --- | --- | --- | --- |
| Item | Yes | No | Time |
| EOC not activated at this level |  |  |  |
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| *NOTES or Additional Listed Items:* |  |  |  |
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ACCESS main role is to assist with checking on residents living in the areas near the nuclear plant that have submitted “Special Needs” requests and to coordinate needed assistance of evacuating resident or other medical needs in the field or at Shelter’s sites. This seat works with GEMS on transportation needs.

# Alert Status Notification

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| Item | Yes | No | Time |
| Review Standard Operations Guidelines (SOG) section for ACCESS duties and assignments |  |  |  |
| Place ACCESS units needed on Stand-By status |  |  |  |
| Have ACCESS staff to review protective actions for personnel and also use of dosimeters and KI |  |  |  |
| Obtain from the EOC Director the selection of Reception Center site and advise ACCESS staff |  |  |  |
| Advise ACCESS units of Staging Area location: |  |  |  |
| Have staff to document all actions and times |  |  |  |
|  |  |  |  |
| Item | Yes | No | Time |
| **ACCESS workers that go into the evacuated areas will need to be trained on dosimeter and KI use prior to being sent** |  |  |  |
| Advise ACCESS units that work in field to go to Emergency Worker Decon once finished. |  |  |  |
| GEMS will take lead in calling list of Special Needs residents and noting needs and coordinate assistance if evacuation is recommended with ACCESS |  |  |  |
| Coordinate assistance with GEMS rep in EOC |  |  |  |
| Advise EOC Director if any staff unable to cover assignment |  |  |  |
| Create a tracking form to document units and person out in field |  |  |  |
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| *NOTES or Additional Listed Items:* |  |  |  |
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# Site Area Status Notification

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| Item | Yes | No | Time |
| ACCESS workers that go into the evacuated areas will need to be trained on dosimeter and KI use prior to being sent |  |  |  |
| It is possible that evacuation of residents may start at this level, if so advise ACCESS units that transport to take residents to Reception Center |  |  |  |
| Coordinate assistance with GEMS rep in EOC |  |  |  |
| Advise EOC Director if any staff unable to cover assignment |  |  |  |
| Create a tracking form to document units and person out in field |  |  |  |
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| Item | Yes | No | Time |
| Advise EMS units that work in field to go to Emergency Worker Decon once finished. |  |  |  |
| Have staff to document all actions and times |  |  |  |
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| *NOTES or Additional Listed Items:* |  |  |  |
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## General Emergency Status Notification

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| Item | Yes | No | Time |
| ACCESS workers that go into the evacuated areas will need to be trained on dosimeter and KI use prior to being sent |  |  |  |
| It is possible that evacuation of residents may start at this level, if so advise ACCESS units that transport to take residents to Reception Center |  |  |  |
| Coordinate assistance with GEMS rep in EOC |  |  |  |
| Advise EOC Director if any staff unable to cover assignment |  |  |  |
| Create a tracking form to document units and person out in field |  |  |  |
| Advise EMS units that work in field to go to Emergency Worker Decon once finished. |  |  |  |
| Have staff to document all actions and times |  |  |  |
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| *NOTES or Additional Listed Items:* |  |  |  |
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