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## TWP Ops On-Call Monitoring Procedure

### I. Purpose:

The purpose of this procedure is to provide a process for monitoring and responding to operations at the ARCS-1 (Manus, PNG) and ARCS-2 (Nauru) sites.

### II. Cautions and Hazards:

None

### III. Requirements:

None

### IV. Procedure:

#### A. Guidelines for using the Ops On-Call Process

1. TWPPO has set up a process and temporary schedule to facilitate monitoring and responding to operations at ARCS-1 and ARCS-2. TWPPO and our affiliate organizations' personnel are assigned as responders. There are 2 levels of responders:
  - a) Primary
    - (1) People on call during:
      - (a) Working hours
      - (b) After hours
      - (c) ATOSS technicians
  - b) Secondary
    - (1) Everyone not included in the primary category

**Note:** If there are changes to this weekly roster, communicate the changes to the entire TWP-OPS list.

2. **Daily Duties:** The primary responder checks the daily Ops information before 10:00 AM, fills out a QC report, and sends it to twp-ops@lanl.gov.
  - **SDL Message:** Go to the TWP Web site and look at the SDL message for the day. (TWPPO to Operations to Daily Rounds to Current Day.)  
<http://www.twppo.lanl.gov/>
  - **GOES Summary:** Go to the Web site and look at the GOES summary for the day.
    - Manus: [http://www.dmf.arm.gov/goes\\_summary.html](http://www.dmf.arm.gov/goes_summary.html)

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- Nauru: [http://www.dmf.arm.gov/goes\\_summary2.html](http://www.dmf.arm.gov/goes_summary2.html)
  - To access the previous or any other day, scroll down to the bottom of either address and click on historical data. From there, select the appropriate day.
  - **Phone Messages:** Call the TWPPO answering service and ask for messages.
  - **Contact Sheets:**
  - **Email:**
3. **Is There A Problem?** If there are problems, notify the Operations Manager, Larry Jones (see list below for numbers), and other personnel as appropriate:
    - ARCS-1 site (011-675-470-9193) for D-Van or E-Van phone and fax.
    - ARCS-2 site (011-674-444-3278) for D-Van or E-Van phone and fax.
    - ATOSS on-call person (Kornke, Morrison).
    - PNL personnel.
    - Other:
      - ARM personnel.
      - Site Scientist team (C. Long)
      - Momote Weather Station (011-675-470-9194).
  4. **Serious Problem?** If there are serious problems such as death, injury, theft or massive loss of data, notify:
    - TWP director (Clements) or deputy director (Jones) in addition to those above.
  5. **Resolve Problem:** Resolve problem, contacting other resources as necessary.
  6. **Complete Contact Sheet:** If contact was made overseas create a "Contact Worksheet."
  7. **Report on Problem at Ops Conference Call:** Responder reports to TWPPO on problem and solution/response at weekly Ops Conference call.

## V. References:

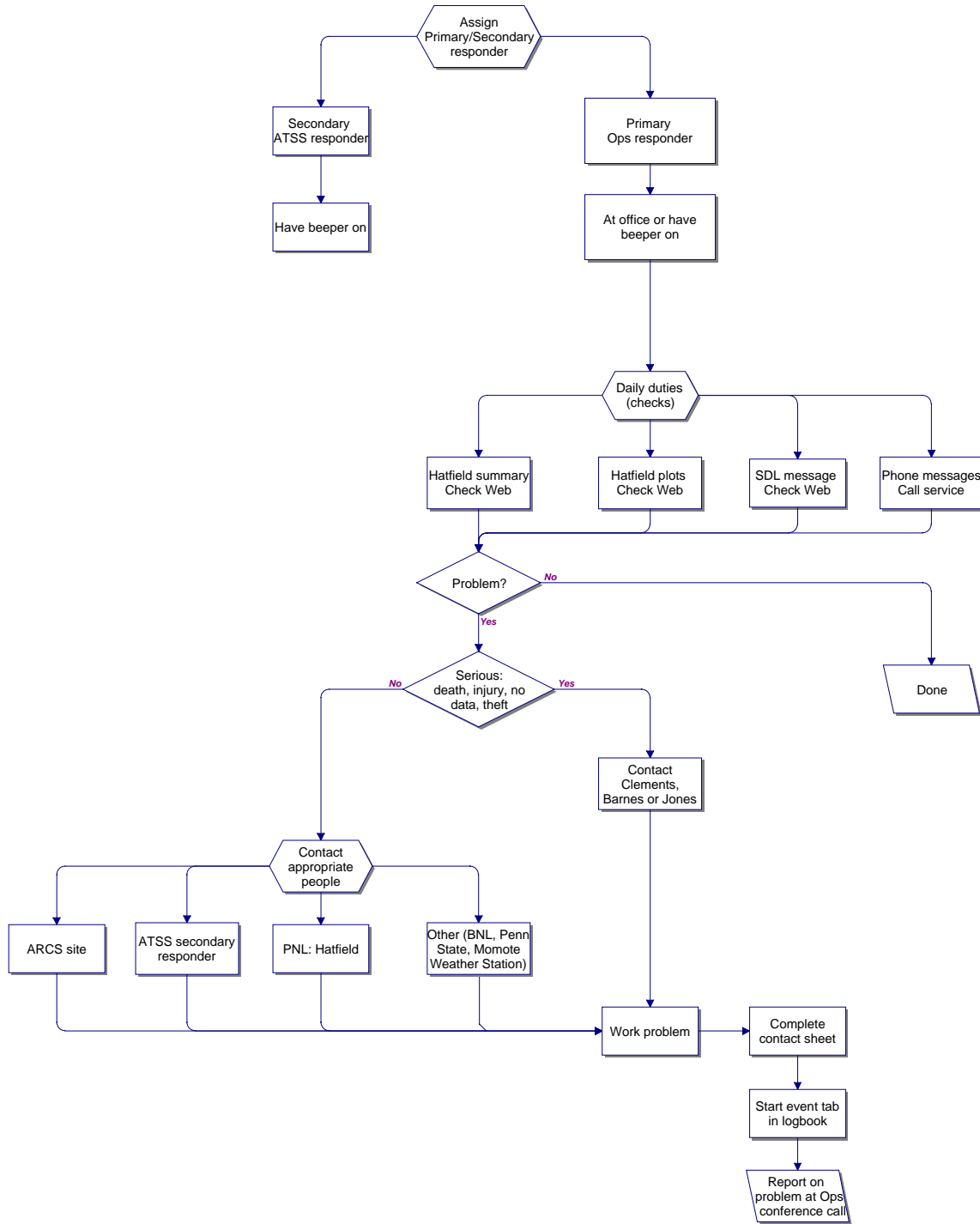
1. PRO(TWPPO)-037.000

## VI. Attachments:

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1. Ops On-Call Process Flowchart
2. Responder Pool Contact Information List
3. On-call notification fax and email form
4. Answering service fax sheet form

### Ops On-Call Process



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**Note:** Secondary responders such ATOSS, BNL, and PNL will be on call weekends and holidays to answer questions from primary responder and facilitate decisions and courses action.

**RESPONDER POOL CONTACT INFORMATION:**

Effective June 1, 1997, primary and secondary responders are:

**LANL:**

Fairley Barnes

(W) 505.667.1186

(H) 505.662.6294

FAX 505.667.9122

Alpha Pager 1.800.864.8444 (PIN 1823116)give operator PIN and message

Numeric Pager 1.800.514.5443

epage 1823116@pagemart.net

email fbarnes@lanl.gov

Bill Brown

(W) 505.667.1186

(H) 505.662.1417

FAX 505.667.9122

email bxb@lanl.gov

Brad Perkins

(W) 505.667.1186

(H) 505.662.7295

FAX 505.667.9122

email bperkins@lanl.gov

Clif Meyer

(W) 505.667.1186

(H) 505.672.1285

FAX 505.667.9122

Alpha Pager 1.800.864.8444 (PIN 1823094)give operator PIN and message

Numeric Pager 1.800.514.7361

epage 1823094@pagemart.net

email clifm@lanl.gov

Bill Porch

(W) 505.667.1186

(H) 505.662.6332

FAX 505.667.9122

email wporch@lanl.gov

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**Bill Clements**

(W) 505.667.1186

(H) 505.471.9251

FAX 505.667.9122

Alpha Pager 1.800.864.8444 (PIN 1823095)give operator PIN and message

Numeric Pager 1.800.508.2815

epage 1823095@pagemart.net

email clements@lanl.gov

**PNL:**

**Larry Hatfield**

(W) 509.375.2443

(H) 509.582.6181

FAX 509.375.3641

Alpha Pager 1.800.864.8444 (PIN 1823117)give operator PIN and message

Numeric Pager 1.800.514.7880

epage 1823117@pagemart.net

email ld\_hatfield@pnl.gov

**ATOSS/ATSS:**

**Mark Ivey**

(W) 505.845.9574

(H) 505.268.1967

FAX 505.844.0116

Alpha Pager 1.800.864.8444 (PIN 1823096)give operator PIN and message

Numeric Pager 1.800.509.7227

epage 1823096@pagemart.net

email MDIVEY@SOMNET.SNL.GOV

**Mark Fiscus**

(W) 702.295.3367

(H) 702.434.0651

FAX 702.295.0641

Alpha Pager 1.800.759.4726 (PIN 824.2777)

Numeric Pager 1.800.759.7243 (PIN 824.2777)

email mark\_fiscus@oprah.lanl.gov

**Larry Jones**

(W) 505.667.1186

(H) 505.982.1189

FAX 505.667.9122

Alpha Pager 1.800.864.8444 (PIN 1823087)give operator PIN and message

Numeric Pager 1.800.514.2850

epage 1823087@pagemart.net

email ljones@lanl.gov

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Jeff Zirzow

(W) 505.284.4446  
(H) 505.281.9896  
FAX 505.284.3186  
Pager 1.800.759.7243  
ID# 544.6080  
Cellular 505.228.4109  
email jazirzo@sandia.gov

Fred Helsel

(W) 505.284.3260  
(H) 505.294.3418  
FAX 505.284.3186  
Pager 1.800.759.7243  
ID# 544.6080  
Cellular: 505.228.4115  
email fmhelse@sandia.gov

Peggy Malone

(W) 505.284.3187  
Numeric Pager: 1.800.605.1622  
Alpha Pager: 1.800.864.8444 (pin 1836051)  
Epage: 1836051@pagemart.net

**Science Team (Penn State):**

Jim Mather

(W) 814.863.4722  
(H) 814.238.3865  
FAX 814.865.3663  
email mather@essc.psu.edu

**BNL:**

Mike Reynolds

(W) 516.344.7836  
(H) 516-286-3072  
FAX 516.344.3246  
Pager 1.800.759.7243 (PIN 501.6312)  
email reynolds@bnl.gov

Bill Behrens

(W) 516.344.2906  
(H) 516.929.6189  
FAX 516.344.3246  
email behrens@bnlocn.das.bnl.gov

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email [edwards@bnlocn.das.bnl.gov](mailto:edwards@bnlocn.das.bnl.gov)

Scott Smith

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(H)

FAX 516.344.6064

email [smith@bnlocn.das.bnl.gov](mailto:smith@bnlocn.das.bnl.gov)