

Part A. Distribution

Part B. Report Data

1. Reported By: Name _____ Org _____ Phone _____
2. Date/Time of Report: Date _____, Time _____
3. Facility/Location of Incident: _____
4. Reporting Office Number: _____ Initial _____ Followup _____ Correction _____
5. Incident Title: _____
6. Date/Time of Incident: Date _____, Time _____
7. Cognizant HQ Program Offices: _____
(Continue to Part C)

Part C. Narrative Summary

Part D. EOC Notifications

(COMPLETE PARTS E, F, G AND H FOR ALL INCIDENTS, THEN AS APPLICABLE)

Part E. Categorization of Incident (Note: Incident may fit in more than one category)

- 1. Hazardous Material Incident: _____ (COMPLETE PART I)
- 2. Request for Assistance: _____ (COMPLETE PART J)
- 3. Weapons or Special Nuclear Materials Incident: _____ (COMPLETE PART K)
- 4. Safeguards and Security Incident: _____ (COMPLETE PART L)
- 5. Transportation Incident: _____ (COMPLETE PART I OR K)
- 6. Natural Disaster: _____ (COMPLETE PART I OR K)
- 7. Industrial Accident: _____
- 8. Other: (DESCRIBED IN PART C)

Part F. External Notifications/Inquiries

- 1. State/Local Officials Notified: _____ Other Federal Agencies Notified: _____
- 2. Press Release/Press Advisory: _____
- 3. Press Inquiries: _____
- 4. Congressional Inquiries: _____ Specify _____
- 5. Special Notification Requests: _____ Specify _____

Part G. Significant Actions Taken

- 1. Site/Field Office EOC Staffed: _____, Phone No. _____
- 2. ARG/NEST Alerted: _____ Deployed: _____
- 3. Environmental Field Teams Deployed: _____
- 4. Joint Information Center Activated: _____
- 5. Investigation ordered: Type A: _____ Type B: _____ Type C: _____
- 6. Unusual occurrence report prepared: _____
- 7. Other: _____

Part H. Damage/Consequences

- 1. Casualties Involved (INDICATE P FOR POSSIBLE, C FOR CONFIRMED)
 - a. Fatalities: DOE: _____ DOE Contractor: _____ Civilian: _____
 - b. Injuries: DOE: _____ DOE Contractor: _____ Civilian: _____
- 2. Personnel Exposure to Radioactive or Hazardous Material
 - a. Number in excess of Guides: _____ Specify Guide: _____
 - b. Number exposed below Guides: _____
- 3. Release of Radioactive or Other Hazardous Material
 - a. Onsite Extent: _____ Calculated: _____ Suspected: _____ Confirmed: _____
 - b. Offsite Extent: _____ Calculated: _____ Suspected: _____ Confirmed: _____
- 4. Property Damage Estimate
 - a. DOE Property: _____ Other: _____
 - b. Malevolent Act Involved: (y/n): _____
- 5. For Transportation Incident
 - a. Type of Vehicle Involved: Truck: _____ Aircraft: _____ Train: _____ Ship: _____
Other: _____
 - b. Number of Vehicles Involved: DOE: _____ Contractor: _____ Commercial: _____
Civilian: _____

Part I. Hazardous Material Incident

- 1. Response Level:
 - a. Unusual Event: _____
 - b. Alert: _____
 - c. Site: _____
 - d. General: _____
- 2. Weather Conditions:
 - a. Wind: Speed _____ , Direction _____
 - b. Precipitation: _____
- 3. Type/Amount of Material Released: _____

- 4. Recommended Protective Actions: General Population _____ , Special Populations _____
 - a. Shelter: _____ , Sectors/Distance _____
 - b. Evacuate: _____ , Sectors/Distance _____
 - c. Other: _____

- 5. National Response Center Notified _____ . (INITIATE NRC FORM 4)

Part J. Request for Assistance

- 1. Radiological Assistance Program: _____
 - a. Response Level: Alert _____ , Emergency _____
 - b. Name of Requesting Organization/Individual: _____
 - c. DOE Element Responding: Onsite _____ , Offsite _____
 - d. Name of DOE Radiological Assistance Team Captain or Offsite Technical Director: _____
 - e. Additional resources Alerted: _____

- 2. Other Assistance Request:
 - a. Requesting Organization/Individual: _____
 - b. Nature of request: _____

 - c. Recommended Actions: _____

Part K. Weapons or Special Nuclear Materials Incidents

- 1. Nuclear Weapons/Components Involved: _____
 - a. U.S.: _____
 - (1) CONUS: _____
 - (2) Custody: DOE _____ DOD _____
 - b. Friendly Nation: _____
 - c. Unfriendly Nation: _____
- 2. Weapons Grade Material Involved: _____ , Type _____
- 3. Attempted Theft/Attack: _____ (COMPLETE PART K)
- 4. Radiation Release/Exposure Involved: _____ (COMPLETE PART H)
- 5. Weapons/Materials Transportation Involved: _____

Part L. Safeguards and Security Incident

1. Incident Alert Level:

- a. CHARLIE: _____
- b. BRAVO: _____
- c. ALPHA: _____

2. Nature of Incident:

- a. Malevolent threat or act involving special nuclear material in DOE possession: _____
- b. Threat or act involving improvised nuclear device or dispersion device: _____
- c. Threat or act of malevolence involving DOE facility or activity:
 - (1) Bomb threat, terrorism, or sabotage: _____
 - (2) Protest: _____ Civil Disturbance: _____
 - (3) Extortion or kidnapping involving DOE or DOE contractor personnel: _____
 - (4) Theft, alleged theft or threatened theft of DOE special nuclear material: _____
 - (5) Hijacking or threatened hijacking of a nuclear shipment under DOE control: _____
 - (6) Malevolent threat or act involving use of non-US owned special nuclear materials: _____
- d. Local Law Enforcement Officials
 - (1) Alerted: _____
 - (2) Assistance Requested: _____
 - (3) DOE Assistance Provided: _____
- e. Other (Specify): _____

3. Recommended Response Actions: _____

