



The Secretary of Energy

Washington, DC 20585

January 19, 2001

MEMORANDUM FOR: PROGRAM SECRETARIAL OFFICERS
DOE OPERATIONS OFFICE MANAGERS
DOE FIELD OFFICE MANAGERS

FROM: BILL RICHARDSON *BR*

SUBJECT: WILDLAND FIRE SAFETY ENHANCEMENTS

By memorandum dated October 2, 2000, I directed several actions as part of a complex-wide fire safety initiative. One of these, an initial joint review of wildland fire safety, has been completed and a summary report published. The report is entitled *Initial Joint Review of Wildland Fire Safety at DOE Sites, December 2000*. The full text of which is available at: <http://tis.eh.doe.gov/iopa/reports/emevals/emevals.html>

A number of opportunities for improving Department of Energy fire prevention, protection, and response capabilities were identified. The Commission on Fire Safety and Preparedness has reviewed the report findings and recommended that these enhancements be implemented in the near term, where they are not already in place. I agree with the Commissions' recommendations and, therefore, direct the responsible Headquarters and Field Elements to take action to ensure that the recommended wildland fire safety improvements are implemented before the next fire season. These actions need to proceed in advance of the comprehensive fire safety review to be performed by the Office of Environment, Safety and Health and prior to the Commission's Final Report.

Attached you will find a matrix identifying each major recommendation from the report. Section 4.0, *Opportunities for Improvement*, that provides additional detail on each recommendation, is also attached for your reference. For each recommendation, the matrix identifies the responsible organizations. Each organization should develop an implementation plan for these actions within 60 days of receipt of this memorandum. Copies of these plans should be submitted through the applicable program offices to Environment, Safety and Health, Office of Independent Oversight and Performance Assurance, and Office of Emergency Operations. Implementation plans should identify specific steps to be taken, responsible organizations and individuals, and key milestones.

Attachment:

cc: w/attachments
T. J. Glauthier, DS
E. Moniz, US
D. Michaels, EH-1
D. Stadler, EH-2
G. Podonsky, OA-1
J. McBroom, SO-40
S. Cozen, Chairman
Commission on Fire Safety and Preparedness

MATRIX OF RECOMMENDATIONS AND RESPONSIBLE ORGANIZATIONS

DEPARTMENTAL LEVEL IMPROVEMENTS

Improvement	Responsible Organization
1. Revise existing fire protection and emergency response orders and guidance to clearly convey Departmental expectations for site wildland fire programs.	EH (for relevant ES&H directives), SO (for relevant emergency management directives)
2. Issue a DOE-wide policy on prescribed burning. DOE sites have been under a prescribed burn moratorium since May 2000.	EH
3. Institutionalize the process for interacting with national wildland fire organizations to ensure consistency with national standards and effective coordination.	EH & SO
4. Revise the budget process to identify and allocate financial resources for wildland fire programs.	LPSO
5. Reinforce the roles, responsibilities, and authorities within and between the Headquarters, operations office, and site tiers of DOE's emergency response organization, including communications protocols for channeling all information requests through the Headquarters emergency operations center.	SO, HQ program offices and field offices
6. Establish an agreement immediately with the U.S. Environmental Protection Agency for conducting independent environmental monitoring during wildland fire events that may impact hazardous materials.	SO

SITE LEVEL IMPROVEMENTS

Improvement	Responsible Organization
1. Evaluate and document the hazard from, and potential consequences of, wildland fires.	LPSOs, DOE Field Offices, DOE contractors
2. Expand the fire protection baseline needs assessment to reflect wildland fire response needs. A fire protection baseline needs assessment is required by DOE Order 420.1.	LPSOs, DOE Field Offices, DOE contractors
3. Ensure that fire protection program implementing procedures adequately address wildland fire prevention and mitigation.	LPSOs, DOE Field Offices, DOE contractors
4. Ensure that fire and emergency response plans and procedures adequately address wildland fires.	LPSOs, DOE Field Offices, DOE contractors
5. Conduct drills and exercises on wildland fire scenarios with fire and emergency response organizations that would be involved in responding to a major wildland fire at the site.	SO, LPSOs, DOE Field Offices, DOE contractors program
6. Implement or expand fire safety and emergency management self-assessments to include wildland fire prevention and response capabilities.	LPSOs, DOE Field Offices, DOE contractors
7. Implement appropriate actions to address applicable lessons learned from the CY 2000 wildland fires (compiled in Appendix B of the report)	LPSOs, DOE Field Offices, DOE contractors