

Disaster Management Operation Plan
of Japan Atomic Energy Agency
(Provisional translation)

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Japan Atomic Energy Agency (JAEA)

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Chapter 1 General Provisions

1. Position and objectives of the plan

- (1) This plan is the Disaster Management Operation Plan set forth by the Japan Atomic Energy Agency (which is abbreviated as JAEA hereafter) as a designated public corporation based on Article 39 / Item 1 of the Disaster Countermeasures Basic Act that was established on November 15, 1961, as Law No. 223.
- (2) This plan aims to contribute a smooth and an appropriate implementation of nuclear disaster countermeasures by the JAEA. For this purpose, the plan refers to the Nuclear Disaster Countermeasures Part of Basic Disaster Management Plan, which was settled by the Central Disaster Management Council, the Nuclear Emergency Response Guidelines, which was settled by the Nuclear Regulation Authority, and the Basic Act on Advancement of Countermeasures against Disasters of Nankai Megathrust Earthquakes, which was settled by the Central Disaster Management Council; and it will specify various basic policies related to the emergency assistance of the JAEA to respond to a nuclear disaster (specifically the one at a nuclear facility, in an off-site transportation of nuclear/radiological materials or on a nuclear-powered warship).
- (3) For a nuclear disaster at a nuclear facility of the JAEA and in an off-site transportation of JAEA-related nuclear/radiological materials, the Nuclear Operator Emergency Action Plan of respective establishment is applied, which is based on Article 7 of the Act on Special Measures Concerning Nuclear Emergency Preparedness that was settled on December 17, 1999 as Law No. 156.

2. Basic policy for implementation

- (1) In accomplishing this plan, the JAEA should cooperate with related organizations such as the national government, local governments and other organizations related to nuclear emergency response, so that the emergency responses should be made comprehensively and effectively.
- (2) For the implementation of this plan, related rules of the JAEA and bipartite agreements with the related organizations are followed.
- (3) When a nuclear emergency occurs at a nuclear facility of the JAEA or in an off-site transportation of JAEA-related nuclear/radiological materials, obligations as a nuclear operator have a priority over the emergency responses as a designated public corporation prescribed in this plan.

3. Future revision of the plan

This plan will always be reviewed and revised as needed. Progress in science and technology and other changes in circumstances will be considered for the review.

Chapter 2 Response Organizations

1. Structure of the organizations

- (1) Sector of Nuclear Safety Research and Emergency Preparedness / Nuclear Emergency Assistance and Training Center

The organization dealing with a request for technical support from the national government or a local government in a nuclear emergency is the Nuclear Emergency Assistance and Training Center (which is abbreviated as NEAT hereafter) in the Sector of Nuclear Safety Research and Emergency Preparedness.

- (2) Emergency response headquarters of the JAEA

When the President is notified by the NEAT that it has received a request for support in an emergency, he/she establishes emergency response headquarters of the JAEA (hereafter called Headquarters) in the Head Office and its support group at the Tokyo Office (Tokyo support group).

- (3) Tsuruga response headquarters and support headquarters

When a nuclear emergency or another emergency occurs in Tsuruga region, Tsuruga emergency response headquarters are established at the Tsuruga Head Office. Having notified from the Headquarters that they received a support request, each institution establishes its support headquarters.

- (4) The organizations mentioned above in (1) - (3) cooperate each other. It is noted that the structure of each organization conforms to the related rules of the JAEA.

2. Assignments

- (1) Dispatching experts and providing emergency equipment and materials upon request
- (2) Collection of information on nuclear emergency response, and intimate correspondence and collaboration with related organizations
- (3) Evaluating and analyzing the accident progression, investigating the countermeasures for radiation protection of local residents and/or for prevention of the accident escalation, and proposing the results to the related organizations
- (4) Other items necessary for smooth execution of the first response activities

Chapter 3 Emergency Preparedness (Proactive Countermeasures against an Emergency)

1. Maintenance of the communication system

- (1) In order to prepare for transmitting correctly and promptly a request from the national or a local government even in a holiday or during the night, the JAEA establishes a means of communication; it establishes also a correspondence system with the related organizations and keeps intimate cooperation with them.
- (2) Correspondence to related organizations is made according to the contact/report system based on related internal rules of JAEA.
- (3) The JAEA will adopt information technology (IT) for information collection and communication systems, which leads to collect and share information promptly and correctly. It will maintain the information sharing system with the related organizations including the national government and try to consolidate the system into the Integrated Disaster Management Information System of Japan.

2. Analyzing and organizing the information

The JAEA will collect and accumulate any information related to emergency preparedness and response even in normal time. Furthermore, the JAEA will promote to use the information and share it with the related organizations.

3. Securement of communication means

- (1) The JAEA will secure the emergency communication means by improving and checking them regularly in normal time.
- (2) The JAEA will promote its staff to participate in communication exercises with the related organizations for becoming proficient in handling the communication tools.

4. Staff mobilization plan

- (1) In preparation for a nuclear emergency, a staff mobilization plan is established beforehand to call up experts including those in nuclear technology and radiation protection.
- (2) The staff mobilization plan will consider an emergency situation continuing long.

5. Training

For accomplishing emergency response activities effectively, a response manual will be prepared if needed and be disseminated to the related JAEA staff. Training is accomplished regularly, so that related JAEA staff will be well trained in procedures, the usage of equipment, and cooperation with other JAEA staff and the related organizations.

6. Maintenance of equipment for emergency response

In preparation for a request from the national government or a local government, the JAEA maintains

equipment and materials necessary for emergency response.

7. Preparation for a complex disaster

The JAEA will establish a cooperation system within its institution and with other related organizations in normal time. When a complex disaster occurs, a situation may occur such as a lack of information, a deficiency of dispatching personnel and emergency response equipment/materials, or difficulties in local activities near the accident site.

8. Cooperation among emergency response agencies

In normal time, the JAEA will cooperate with the national government, local governments and nuclear operators on emergency responses and recovery activities through the Council for Nuclear Emergency Response and in other occasions.

9. Maintenance of emergency radiation monitoring system

- (1) In preparing for a request from the national government or from a local government, the JAEA establishes a system to dispatch personnel for environmental radiation monitoring in an emergency to fields near the accident site.
- (2) The JAEA establishes an appropriate system to perform aerial radiation monitoring.
- (3) The JAEA establishes and maintains a system to supply equipment and materials necessary to perform environmental radiation monitoring in an emergency.

10. Maintenance of the system for dose assessment of the public

- (1) For supporting the activities of the national and local governments to figure out radiation doses of the public, the JAEA establishes a support system for dose evaluation including securing personnel to accomplish it.
- (2) For supporting the activities of the national and local governments to figure out radiation doses of the public, the JAEA deploys and maintains equipment including whole-body counters and thyroid monitors, and secures personnel to measure and evaluate the doses.

11. Framework for dispatching experts

- (1) In preparing for a request from the national or a local government to support it technically in an emergency, the JAEA makes a list of experts in such a field of reactor engineering and radiation protection in advance, who would be dispatched and technically support the government in emergency response including to make technical advice, to evaluate affected situation and to make a plan of emergency countermeasures; the JAEA also establishes a framework to dispatch the experts.
- (2) To dispatch the experts smoothly and quickly when a request of the national or a local government comes, the JAEA coordinates collaboration in advance with the national government in transporting them.

12. Public communication activities

The JAEA prepares in advance for establishing helplines on radiation safety to respond to local residents asking the national or a local government.

13. Participation in emergency drills

The JAEA participates in and contributes to the national comprehensive nuclear emergency response drills, which are coordinated by the Cabinet Office and Nuclear Regulation Authority, etc., and other such drills performed by local governments and related organizations.

Chapter 4 Emergency Countermeasures against a Disaster

1. Establishment of response organizations

(1) Information Gathering stage or Alert stage

When the JAEA is supplied information on a notification of an Information Gathering stage or an Alert stage by the national or a local government, or when the JAEA notices a natural disaster etc. that corresponds to an Information Gathering stage or an Alert stage, the NEAT prepares for starting up the response organizations shown in Chapter 2.

(2) Site Area Emergency or General Emergency

When the JAEA is notified a Site Area Emergency or a General Emergency by the national or a local government, the JAEA Headquarters, the Tsuruga Head Office and the institutions establish the response organizations shown in Chapter 2, call up members of the response organizations and are ready for necessary actions.

2. Correspondence on emergency response information

(1) Reporting the emergency response activities of JAEA following the Site Area Emergency

- a) The JAEA will closely collaborate with the national government, local governments and related organizations by reporting the status of its emergency response activities as needed.
- b) The JAEA makes close contact with the local accident countermeasure liaison meeting.
- c) For an accident in an off-site transportation of nuclear and radioactive materials, the JAEA will closely collaborate with the radioactive material transportation accident response meeting or the liaison meeting on countermeasures against transportation accident of related government ministries and agencies.
- d) The NEAT makes a close contact with the dispatched personnel.

(2) Reporting the emergency response activities of JAEA following the General Emergency

- a) The JAEA will closely collaborate with the national government, local governments and related organizations, and it should share information with them.
- b) The JAEA dispatches its staff to the off-site center and continuously shares information on the

status of the facilities, emergency radiation monitoring and other important information including resident evacuation and shelter. The JAEA also makes necessary coordination for its emergency response activities.

- c) The JAEA will supply information on the disaster status and emergency response activities to its staff dispatched to the nuclear emergency response headquarters, the off-site center, the emergency monitoring center and so on, so as to share information with them.

(3) Reporting the emergency response activities of JAEA against a nuclear ship accident

The JAEA reports the status of emergency response activities to liaison meeting on countermeasures against nuclear ship accident of related government ministries and agencies and the Emergency Response Headquarters.

3. Emergency radiation monitoring

- (1) For radiation monitoring in an emergency, both in implementation and in support, the JAEA appropriately contributes in developing both of an advance plan and an implementation plan for emergency radiation monitoring and in discussing their revision.
- (2) Upon a request from the national government or when needed, the JAEA dispatches its personnel to the emergency radiation monitoring center, provides equipment and materials for emergency responses and accomplishes environmental radiation monitoring.
- (3) According to the implementation plan for radiation monitoring in an emergency, the dispatched personnel accomplishes environmental radiation monitoring under the order of emergency monitoring center and reports the results to the center.
- (4) For aerial radiation monitoring, the JAEA accomplishes or supports the activity upon a request from the national government.

4. Dose assessment of the public during emergency

After the declaration of the general emergency, the JAEA collaborates with the national government and local governments to support them technically in estimating internal and external doses of the residents in an emergency situation.

5. Dispatching staff to the local liaison meeting for emergency response

Upon request from the national government, the JAEA shall dispatch its experts to the local liaison meeting for emergency response.

6. Response after the General Emergency (Establishment of the local headquarters for nuclear emergency response)

- (1) The JAEA dispatches its staff for participation in the Joint Council for Nuclear Emergency Response.
- (2) In response to a request from the national government, the JAEA will get its expert to attend a meeting of the Joint Council for Nuclear Emergency Response as appropriate. He/she will reflect

their knowledge to share information with the persons concerned and in coordinating response activities for mutual cooperation.

7. Dispatching experts to the secretariat of the emergency response headquarters

When the JAEA is requested from the national government to dispatch JAEA's experts to the secretariat of nuclear emergency response headquarters, it dispatches its experts as requested; they will utilize their own knowledge in preventing the spread of disaster and in discussing activities for radiation protection.

8. Contamination screening

On a request from the national or a local government, the JAEA dispatches its personnel for contamination screening and provides equipment and materials for emergency responses to support the activities in contamination screening and decontamination for residents who have been evacuated from evacuation zones.

9. Communication with local residents

- (1) When the national or a local government requests the JAEA to supply relevant information to local residents directly and/or to support the government in its public relations activities, the JAEA will cooperate in such activities as much as possible.
- (2) The relevant information the JAEA supplies is especially those on radiological safety. For establishing the helplines, the JAEA arranges dedicated telephone lines and enough staff members. In responding the inquiries from the residents, the JAEA will seek an understanding of their needs and will collect, arrange and deliver the outcomes.

10. Supporting activities for nuclear disaster affected people

When the JAEA receives a request from the national government or a local government, it will cooperate with the government to the greatest extent possible in response to the request by arranging with related organizations.

Chapter 5 Recovery from the Disaster

When the JAEA receives a request from the national government or a local government after a declaration of the cancellation of a nuclear emergency situation, it makes technical advice including those on environmental radiation monitoring, decontamination of radioactively contaminated land and waste management.