DRAFT

Final

Meeting Minutes Transmittal/Approval
Unit Manager's Meeting: General Topics
740 Stevens Center Rm 1200, Richland, Washington
January 27, 1993

FROM/APPROVAL: Nancy Wadil for Date 2/23/93
Robert K. Stewart, R.I. Coordinator, RL (A5-19)

APPROVAL: Douglas R. Sherwood Date 2/23/93
Douglas R. Sherwood, Representative, EPA (B5-01)

APPROVAL: Charles S. Cline Date 2/23/93
Charles S. Cline, CERCLA Unit Supervisor, Washington Dept. of Ecology

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The purpose of this meeting was to discuss general topics which are common to all past practices operable units.

Meeting Minutes are attached. Minutes are comprised of the following:

Attachment #1	-	Summary of Meeting and Commitments and Agreements
Attachment #2	-	Attendance List
Attachment #3	-	Agenda for the Meeting
Attachment #4	-	Action Item Status List
Attachment #5	-	Analytical Services Status
Attachment #6	-	Hanford Contractors Environmental Restoration Technology Working Group
Attachment #7	-	Status of the Data in the Hanford Environmental Information System
Attachment #8	-	ER-ESDF Progress to Date
Attachment #9	-	Management of Investigation Derived Waste
Attachment #10	-	Hanford Site Background Status
Attachment #11	-	Status - Environmental Analytical Laboratory (EAL)
Attachment #12	-	Letter to Regulators, "Protocol for Managing Environmental Restoration (ER) Working Groups"
Attachment #13	-	Risk Assessment Working Group

Prepared by: Kay Kimmel Date: 2/23/93
Suzanne Clarke, Kay Kimmel, GSSC (A4-35)

Concurrence by: H. D. Downey Date: 2/23/93
Hal Downey, WHC Coordinator (H6-27)

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Attachment #1

Summary of Meeting and Commitments and Agreements

Unit Manager's Meeting: General Topics
January 27, 1993

1. SIGNING OF THE NOVEMBER UNIT MANAGER'S MEETING MINUTES
   Minutes were signed with no changes.

2. ACTION ITEM UPDATE: (Attachment 4 shows the status of the action items before today's meeting; the updates to Attachment 4 are listed below and the text is highlighted on Attachment 4)

GT.38 Jim Goodenough	The preferred method is disposal in the 200 Areas. A presentation will be made at the February UMM.
GT.128 Jim Goodenough	This issue needs to be revisited, with a new actionee.
GT.136 Daryl Koch	Closed 01/27/93.
GT.149 Jeff Lerch	Expand to include any assessments performed in January and February.

3. NEW ACTION ITEMS:

GT.150	Bob Hobbs will work with Frank Calapristi to incorporate the Investigation Derived Waste Management Strategy into Appendix F of the TPA. Action: Bob Hobbs (WHC).
GT.151	Write a letter to EPA and Ecology stating that a response to comments on the groundwater background report will be provided upon completion of the EPA and Ecology submittal of comments on Appendix D. Also, provide a final date when the document will be completed. Action: Fred Ruck (WHC).
GT.152	Initiate the action to establish a working group to develop background parameters for radiochemicals. Action: Bob Stewart (RL).
GT.153	Provide a list of all of integrated demonstrations and provide a 30 minute briefing describing the INEL integrated demo. Action: Joan Woolard (WHC).
GT.154	Resolve internal issues and provide a report to the regulators concerning groundwater site-background concentrations at the February Unit Manager's Meeting. Action: Mike Thompson (RL).

4. INFORMATION ITEMS:

- Update on Laboratory Status - Jeff Lerch presented the update on the laboratories (see attachment #5). Because of an increase in workload during the month of September, TMA experienced a backlog of samples. At this time, projects were prioritized in order to meet Milestone schedules. Bob Stewart noted that according to earlier agreements, the Regulatory community should have been 1) informed that a backlog had occurred, and 2) involved in the prioritization process. It was decided that this issue would be discussed in off-line meetings.

- Application of Natural Background Data at the Hanford Site: An Approach - Vernon Johnson was unable to make his presentation. The presentation has been deferred to the February UMM. See Action Item GT.154.

- ER Technology Model - Joan Woolard presented Jim Goodenough's Technology Model (see attachment #6). The mission of the model is to transfer developmental technology into the practical working world. The overheads and discussions sparked further interest, and Action Item GT.153 was agreed on, with special interest in the Buried Waste Demonstration at Idaho.

- HEIS Update - Nancy Werdel gave an overview of the changes and improvements being made to the protocols to enable more efficient and timely entry of data into HEIS. In approximately one month, an electronic data loader should be available to load analytical sample verification data into HEIS. In the future, data verification will be performed before the data packages are sent to the data validators. The data will be accessible to the regulators when the verification data is loaded. USACE is now on-line to enter their data directly into HEIS. The regulators stressed the need for early access to data regardless if the data has been validated.

  Mike Schwab presented an update on the status of the HEIS database (see Attachment #7).

- Functional Design Criteria - Merl Lauterbach presented the status of work progress on the storage and disposal facility proposed for the 200 Areas. Design activities are scheduled for next week. The design includes three types of trenches because of some as yet unanswered questions (see attachment #8).

5. QUICK STATUS ITEMS:

- Management of Investigation Derived Waste - Bob Hobbs presented the status of the Waste Management Procedures along with the number of drums of IDW in inventory (see attachment #9). Bob Hobbs will work with Frank Calapristi to finalize the IDW Strategy and attach it to the TPA Handbook in Appendix F (see Action Item GT.150).

- Update Site-Wide Background Study - Doral Hoff (WHC) presented the status of the background study (see attachment #10). A letter will be issued to the regulators indicating that regulator comments on the groundwater document will not be addressed until comments have been submitted on Appendix D (see Action Item GT.151).

- Mobile Labs - Wayne Johnson presented an update of the status of mobile labs (now called Environmental Analytical Laboratory, EAL). Two goals for the mobile labs are 1) to have a single manual with procedures similar to the EIIs and 2) to provide analysis of 20 samples per day. See attachment #11.

6. WORKING GROUPS:

- Revised Procedure for Working Groups - The revised procedure should be issued to Ecology and EPA for review by the end of this week or early next week. RL is requesting EPA and Ecology comment on the working group protocol and the matrix of working groups/points of contact. See attachment #12. There were some discussions on forming a radiation background working group, with Bob Stewart heading up that group (see Action Item GT.152).

- Technology Development - A value engineering workshop on the barrier testing program will be conducted the week of February 8, 1993. A briefing was requested that would provide a 30 minute update of technologies utilized at other DOE sites. Of special interest is the Integrated Demonstration at Idaho. See Action Item GT.153.

  WHC holds a bi-weekly Technology Interface Meeting generally on the second and fourth Tuesday of each month. The purpose of this meeting is to discuss technologies that are applicable to ER activities, generally consisting of presentations by offsite vendors, universities, other DOE facilities and laboratories. Regulatory agencies are welcome to attend any sessions of interest. Please contact Cecil Kindle (372-1353) or Joan Woolard (376-2539) if you would like to be on distribution for the Technology Interface Meeting Agenda.

- Risk Assessment - Steve Clark presented the status of the risk assessment working group. See attachment #13.

7. AGENDA ITEMS FOR FEBRUARY

- Technology Development - with the INEL integrated demonstration
- Natural Background Data: Vern Johnson
- Labs
- HEIS Update, GIS Component
- Working Groups
- EIS Reactor Fate
- Risk Assessment

8. Next meetings are scheduled for February 23 and 24, 1993.

March	24 and 25
April	28 and 29
May	26 and 27
June	23 and 24

General Topics Unit Manager's Meeting
Official Attendance Record
January 27, 1993

Please print clearly and use black ink

PRINTED NAME	SIGNATURE	ORGANIZATION	O.U. ROLE	TELEPHONE
PAMELA INNIS		EPA	UNIT MANAGER	509/376-4919
Paul Beaver		EPA	" "	509/376-86[illegible]
JACK DONNELLY		Ecology	100 Area Unit Manager	509-736-30[illegible]
Jeff Lerch		WHC	HASM	732-2596
Billie Mauss		Ecology	Support	509-736-3008
Bob Gronkiewicz		Ecology	Unit Mgr	509/736-3015
CHUCK CLINE		"	Hydrogeo. & Unit Mgr	206 438-7551
Dave Sikkema	[illegible]	WHC	[illegible]	[illegible]
Doug Sherwood		EPA	Unit Manager	509-376-9529
Bob Stewart	Robert K Stewart	DOE-RL/ERD	Chair, GT	509-376-6192
Jim Hoover	James Hoover	WHC	support	509-376 2668
Nancy Werdel	Nancy Werdel	DOE	Unit Manager	509-376-[illegible]
Nancy Lane	N Lane	WHC	Risk Assessment	372-3975
JENNY YOKELA	J. M. Yokela	Ecology	CHEMIST	736-3009
NANCY UZIEMBLO	Nancy Uziembło	Ecology	200 Area OUM	736-3014
Luis Sole Jr	[illegible]	Dames & Moore	TPA Oversight	2-1814
Tom JONES	[illegible]	PNL	SUPPORT	375-2710
FLOYD HODGES	FN Hodges	WHC	RCRA	376-4627
Eric Goller	Eric Goller	RL	100 Area OU mgr	376-7326
BOB McLEOD	R O McLeod	RL	300 OU UM	372-0096
Dennis Faulk	[illegible]	EPA	100 Area OU MAN.	376-8631
Bill Lum	[illegible]	USGS	[illegible]	206 593 6510
Ward Staubitz	[illegible]	USGS	[illegible]	[illegible]
MIKE BREARE	[illegible]	USGS	[illegible]	[illegible]
RP HENCKEL	RP Henckel	WHC	100 Area	509 376-209[illegible]

General Topics Unit Manager's Meeting
Official Attendance Record
January 27, 1993

Please print clearly and use black ink

PRINTED NAME	SIGNATURE	ORGANIZATION	O.U. ROLE	TELEPHONE
R.A. Carlson	R A Carlson	WHC / ERE	200/300 Area	9027
A.D. Krug	[illegible]	[illegible]	[illegible]	5034
Suzanne E. Burke	[illegible]	[illegible]	[illegible]	6
KAY KIMMEL		DAMES & MOORE	GSSC to RL	376-1985

Attachment #3

Agenda

Unit Manager's Meeting: General Topics
January 27, 1993

Approval of November General Topics Meeting Minutes - Bob Stewart

Update on Laboratory Status - Jeff Lerch

Quick Status
- Management of (IDW) - Bob Hobbs
- Update Site-Wide Background Study - Fred Ruck
- Mobile Labs - Wayne Johnson

Working Groups
- General

- Short discussion:
  - o Distribution of Revised Procedure for Working Groups - Jim Goodenough
- Technology Development - Jim Goodenough
- Risk Assessment - Bob Stewart/Steve Clark

(Note: Chairmen of each Working Group (or delegate) is responsible for bringing to the meeting 1-2 paragraph summaries of Working Group Status)

ER Technology Model - Jim Goodenough

- HEIS - Mike Schwab

- "Application of Natural Background Data at the Hanford Site: An Approach" - Vernon G. Johnson

- Functional Design Criteria - Merl Lauterbach

Action Item Status - Suzanne Clarke

General Topics Meeting Recap - All

Agenda Items for February General Topics Unit Managers Meeting - All

Attachment #4

Action Items Status List
Unit Manager's Meeting: General Topics
January 27, 1993

ITEM NO.	ACTION/SOURCE OF ACTION	STATUS
GT.38	If possible, at the May Unit Manager's Meeting a presentation on the approved, preferred alternative method for disposal of the reactors will be given. Action: Jim Goodenough (4/18/90, GT-UMM)	Open. The EIS will be reviewed by Admiral Watkins' office and Nuclear Safety (4/16/91). The RL program at DOE/HQ wrote a letter to EH urging EH to quickly approve the final EIS and allow it to be published (6/19/91). Waiting for action from HQ (8/8/91), (11/20/91). J. Goodenough to status at February 1992 UMM (2/25/92). Waiting on HQ approval 3/25/92. The distribution package for the final EIS is in preparation (4-17-92). Notice of Availability - June. Going through final EIS process. No change at HQ. It is anticipated that the NOI will be ready to be published in the Federal Register within a week to 10 days. The preferred method is unit disposal in the 200 Areas. A presentation will be made at the February UMM.
GT.128	Provide information on the date when Analytical Data Strategy document will be provided to Ecology and EPA. (2/26/92). Action: Jim Goodenough.	Open. To remain open pending outcome of meeting on 3/26/92. Eric Goller will give status of item at May UMM (4/22/92). Currently in RL review. The paper will be provided to EPA and Ecology upon satisfactory resolution of all RL comments. Pending formal transmittal (6/24/92). In internal DOE/RL review process (7/29/92). Comments have been submitted (10/21/92). This issue needs to be revisited, with a new actionee (01/27/93).
GT.136	Present a progress report in a few months on how the IDW work is going. Action: Daryl Koch (6/24/92)	Closed 01/27/93.

ITEM NO.	ACTION/SOURCE OF ACTION	STATUS
GT.148	DOE requests regulator response concerning the IDW proposal by P. Innis October 2. Action: D. Teel and P. Innis.	Closed 11/18/92.
GT.149	Provide the report for the mid-October assessment of the Weston laboratory. Action: Jeff Lerch (WHC).	Open. Expand to include any assessments performed in January and February (1/27/93).
GT.150	Work with Frank Calapristi to incorporate the Investigation Derived Waste Management Strategy into Appendix F of the TPA. Action: Bob Hobbs (WHC). 01/27/93.	Open.
GT.151	Write a letter to EPA and Ecology stating that a response to comments on the groundwater background report will be provided upon completion of the EPA and Ecology submittal of comments on Appendix D. Also, provide a final date when the document will be completed. Action: Fred Ruck (WHC). 01/27/93.	Open.
GT.152	Initiate the action to establish a working group to develop background parameters for radiochemicals. Action: Bob Stewart (RL). 01/27/93.	Open.
GT.153	Provide a list of all of integrated demonstrations and provide a 30 minute briefing describing the INEL integrated demo. Action: Joan Woolard (WHC). 01/27/93.	Open.
GT.154	Resolve internal issues and provide a report to the regulators concerning groundwater site-background concentrations at the February Unit Manager's Meeting. Action: Mike Thompson (RL). 01/27/93.	Open.

ANALYTICAL SERVICES STATUS

J. A. Lerch

January 27, 1993

ATTACHMENT #5

COMMERCIAL CONTRACTS

- DataChem and S-Cubed continue to have small workloads.
- Weston turnaround times were within TPA criteria last two months of CY 1992.
- TMA developed sample backlog due to large number of samples submitted in September 1992.
  - TMA has been responsive to prioritizing selected projects.

COMMERCIAL CONTRACTS (continued)

- Assessments performed since November 1992.

- TMA/Norcal, TMA/ARLI	December
- S-Cubed	December
- DataChem	January

- Assessments planned for Weston (Teledyne) and PNL-325 lab complex in February.

RFP STATUS

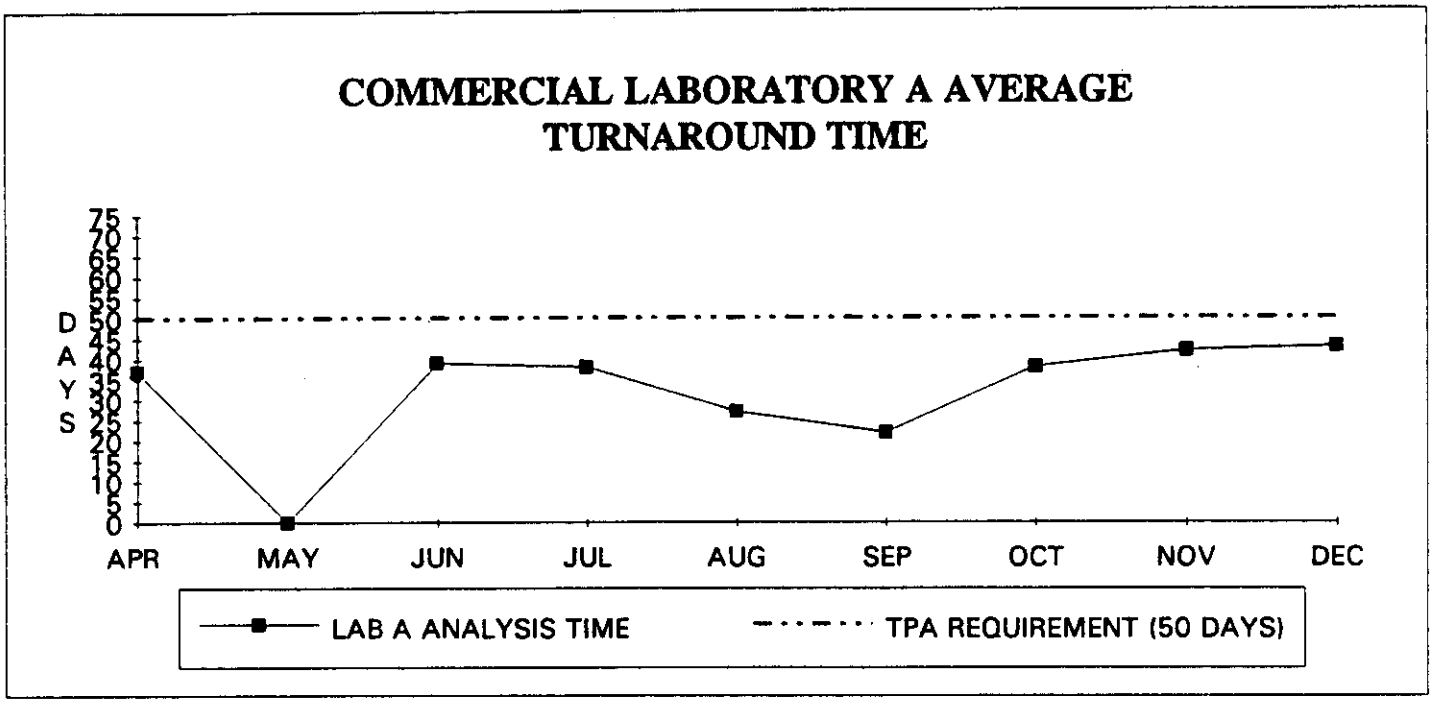
- Draft award packages submitted to RL July 23, 1992.

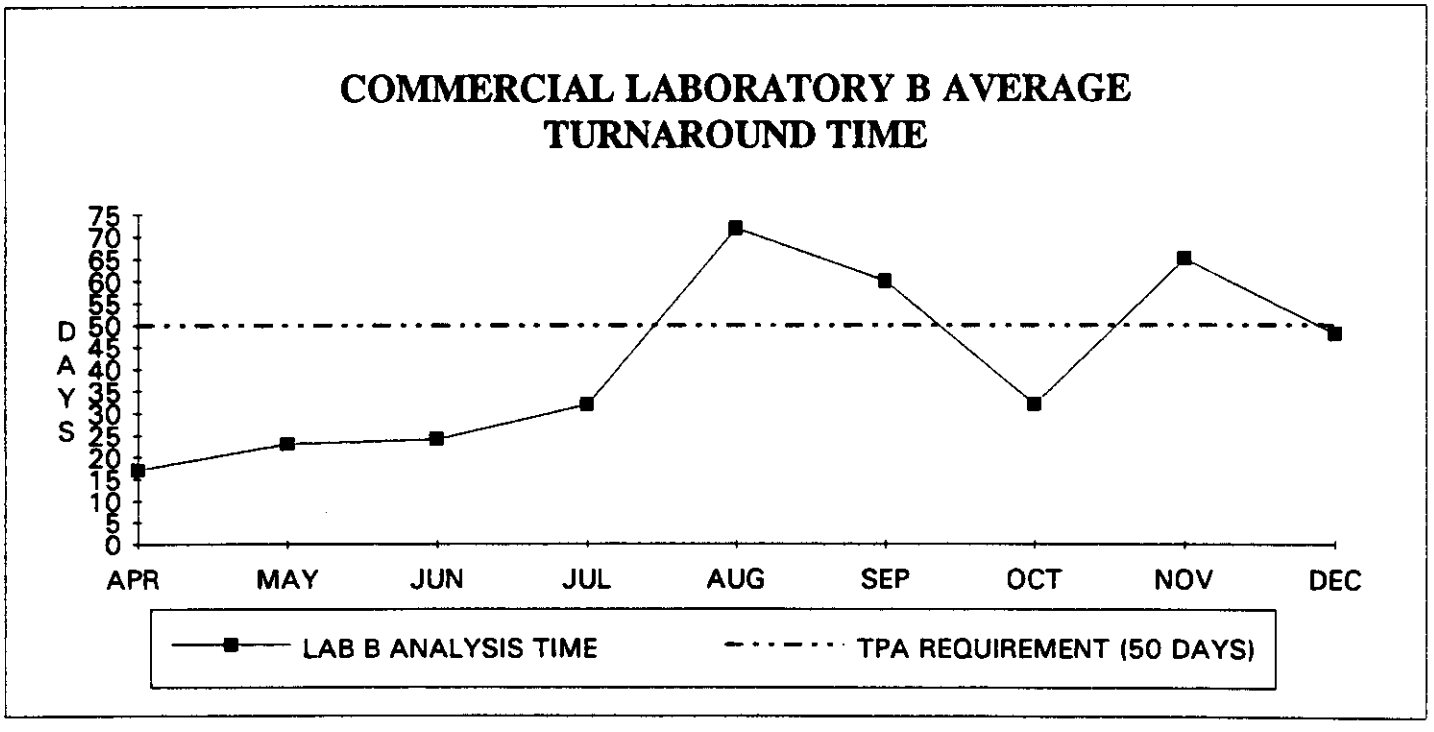
- New direction received in January 14, 1993, letter from RL to WHC.

Figure 3

COMMERCIAL LABORATORIES AVERAGE TURNAROUND TIMES FOR NON RADIOACTIVE SAMPLE ANALYSIS*

BY MONTH COMPLETE DATA IS RECEIVED



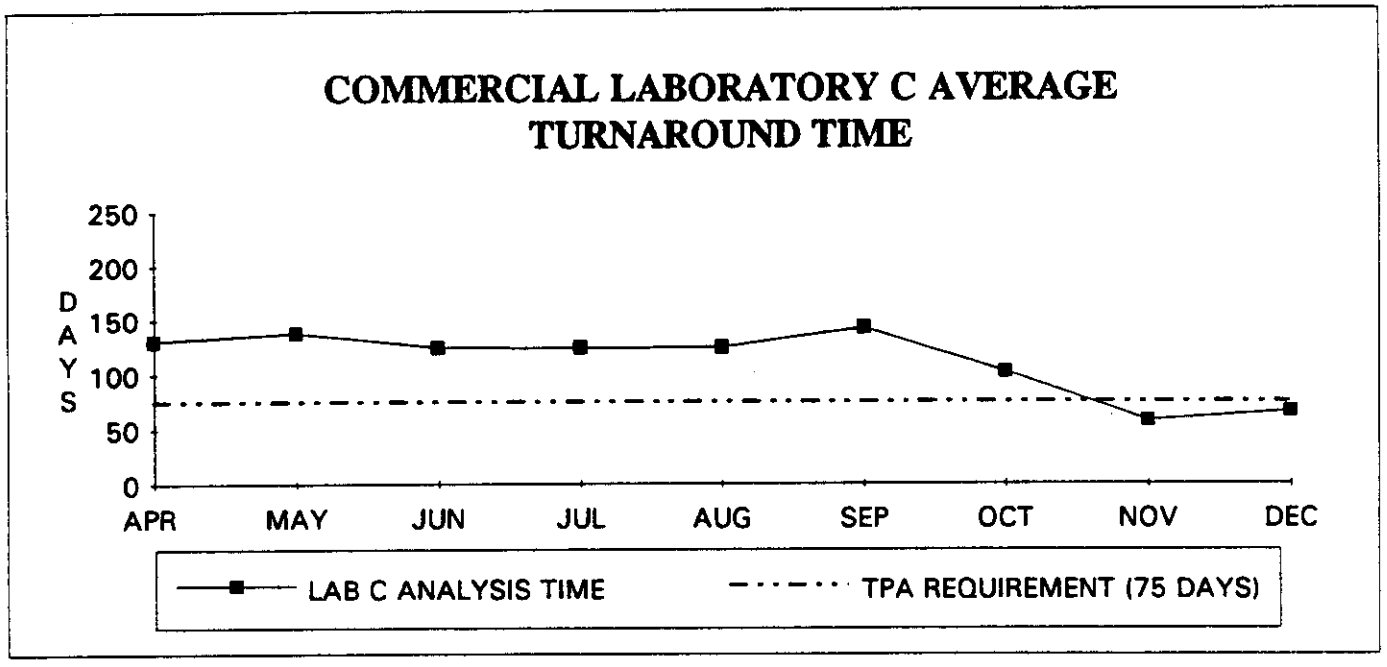


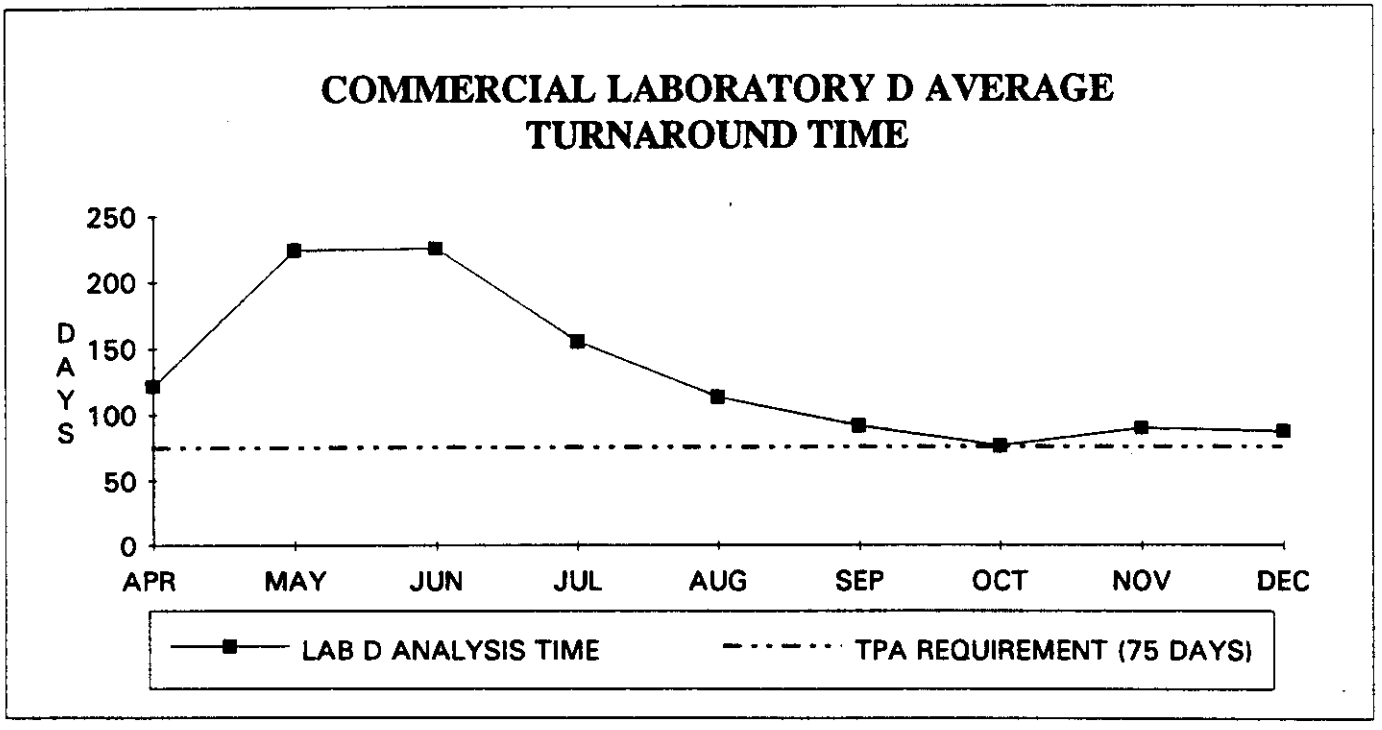
*Note: Turnaround times are calculated from the date of sample collection to the date of complete data received

Figure 4

COMMERCIAL LABORATORIES AVERAGE TURNAROUND TIMES FOR LOW LEVEL RADIOACTIVE SAMPLE ANALYSIS*

BY MONTH COMPLETE DATA IS RECEIVED

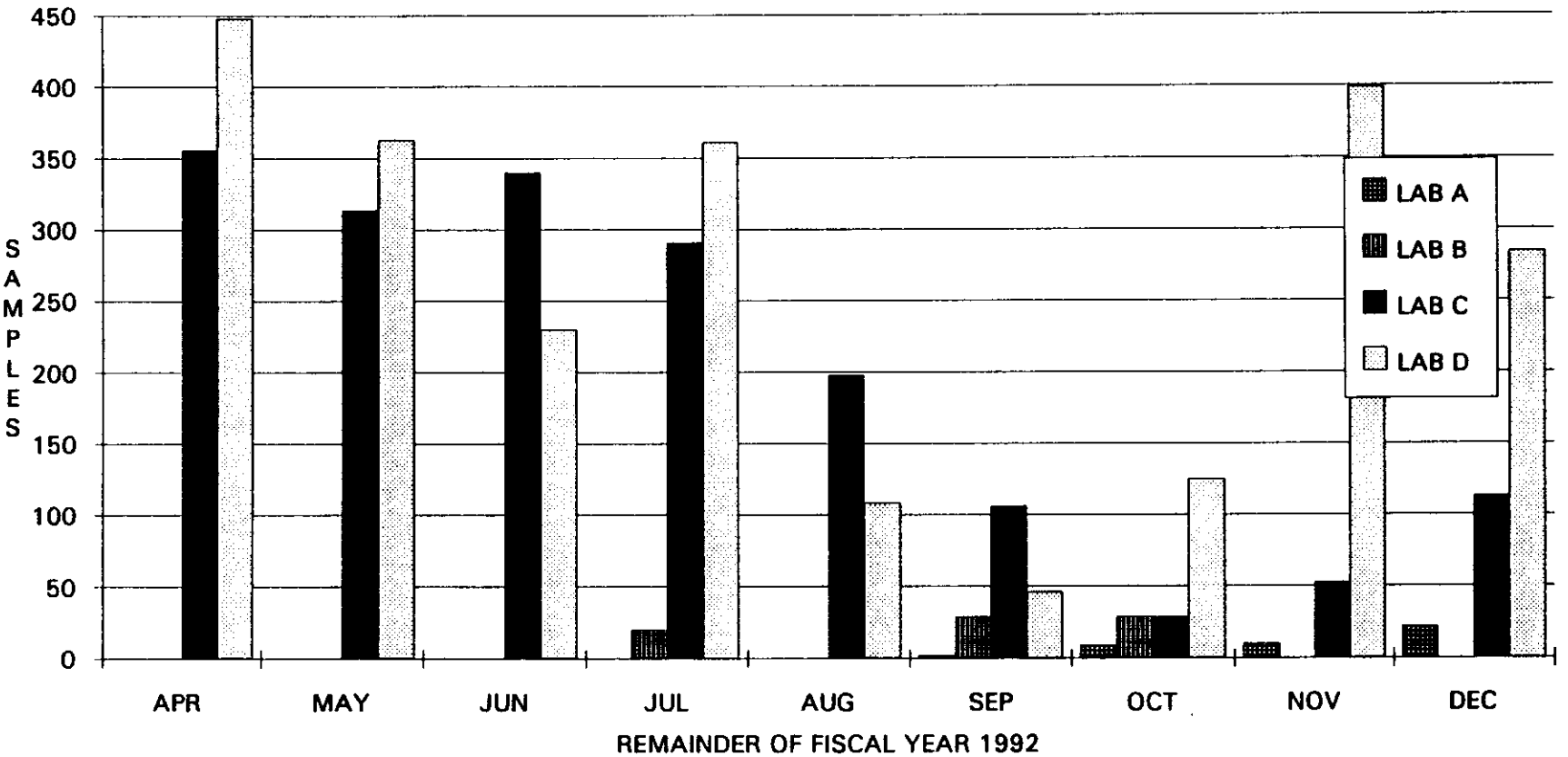




*Note: Turnaround times are calculated from the date of sample collection to the date of complete data received

Figure 5

COMMERCIAL LABORATORIES SAMPLE BACKLOG



BACKLOG DEFINITION: FOR LABORATORIES A & B SAMPLES WHICH HAVE BEEN AT THE LABORATORY LONGER THAN 35 DAYS. FOR LABORATORIES C & D SAMPLES WHICH HAVE BEEN AT THE LABORATORY LONGER THAN 60 DAYS.

LABORATORY A TURNAROUND TIME SUMMARY - 12/25/92

01/15/93

	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	
# Samples Submitted	0	2	2	11	66	31	50	96	26	

Performance by Month Samples Submitted										
# Samples Completed	N/A	2	2	11	66	27	50	73	0	
Shipping Time	N/A	9	2	3	6	9	10	9	6	
Analysis Time	N/A	44	24	21	24	*	28	*	*	
Turnaround Time	N/A	52	26	24	30	*	38	*	*	

Performance by Month Complete Data Received										
# Samples Completed	4	0**	3	1	73	8	6	62	78	
Shipping Time	3	N/A	6	2	5	3	9	11	8	
Analysis Time	34	N/A	33	36	22	19	29	31	35	
Turnaround Time	37	N/A	39	38	27	22	38	42	43	

*Will not be calculated until all data is complete for the subject month
(# samples submitted = # samples completed)

**No sample data due

Monthly Sample Backlog[1]		0	0	0	0	2	9	10	22	

[1]Backlog defined as samples which have been at Laboratory A for >35 calendar days.

LABORATORY B TURNAROUND TIME SUMMARY - 12/25/92

01/15/93

	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	
# Samples Submitted	24	79	70	36	37	21	5	32	21	

Performance by Month Samples Submitted										
# Samples Completed	24	79	70	36	37	21	5	32	3	
Shipping Time	11	3	4	46	3	3	1	27	3	
Analysis Time	10	24	21	28	62	32	10	23	*	
Turnaround Time	23	32	25	74	65	35	11	50	*	

Performance by Month Complete Data Received										
# Samples Completed	1	10	98	47	36	12	22	33	38	
Shipping Time	7	5	5	4	46	23	2	2	25	
Analysis Time	10	18	19	28	26	37	30	63	23	
Turnaround Time	17	23	24	32	72	60	32	65	48	

*Will not be calculated until all data is complete for the subject month
(# samples submitted = # samples completed)

Monthly Sample Backlog[1]		0	0	20	0	29	29	0	0	

[1]Backlog defined as samples which have been at Laboratory B for >35 calendar days.

9 3 1 2 1 7 0 1 4 4 0

LABORATORY C TURNAROUND TIME SUMMARY - 12/25/92

01/15/93

	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	
# Samples Submitted	151	70	77	178	110	189	246	115	68	

Performance by Month Samples Submitted										
# Samples Completed	151	70	77	178	110	161	161	65	0	
Shipping Time	3	3	4	4	3	7	3	4	3	
Analysis Time	89	76	52	59	57	*	*	*	*	
Turnaround Time	92	79	56	63	60	*	*	*	*	

Performance by Month Complete Data Received										
# Samples Completed	68	150	103	135	204	226	171	191	204	
Shipping Time	5	3	3	4	4	10	14	3	3	
Analysis Time	126	135	122	120	121	132	88	55	63	
Turnaround Time	131	138	125	124	125	142	102	58	66	

*Will not be calculated until all data is complete for the subject month
(# samples submitted = # samples completed)

Monthly Sample Backlog[1]		314	340	291	198	106	29	53	113	

[1]Backlog defined as samples which have been at Laboratory C for >60 calendar days.

LABORATORY D TURNAROUND TIME SUMMARY -12/25/92

01/15/93

	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	
# Samples Submitted	106	304	103	114	218	533	195	280	239	

Performance by Month Samples Submitted										
# Samples Completed	106	304	103	114	209	432	21	4	0	
Shipping Time	5	3	3	8	5	8	6	6	4	
Analysis Time	75	88	77	70	*	*	*	*	*	
Turnaround Time	80	91	80	78	*	*	*	*	*	

Performance by Month Complete Data Received										
# Samples Completed	203	148	338	155	348	192	143	239	307	
Shipping Time	6	29	57	5	10	5	4	5	11	
Analysis Time	116	195	168	150	103	86	72	84	76	
Turnaround Time	122	224	225	155	113	91	76	89	87	

*Will not be calculated until all data is complete for the subject month
(# samples submitted = # samples completed)

Monthly Sample Backlog[1]		363	230	361	108	46	125	399	284	

[1]Backlog defined as samples which have been at Laboratory D for >60 calendar days.

ATTACHMENT #6

HANFORD CONTRACTORS ENVIRONMENTAL RESTORATION TECHNOLOGY WORKING GROUP

MISSION

DEVELOP A MODEL/PROTOCOL FOR IDENTIFYING, FACILITATING DEVELOPMENT AND TRANSFERRING TECHNOLOGIES NEEDED TO MEET THE EM-40 MISSION

ER TECHNOLOGY MODEL COMPONENTS

OUTLINE

1. ER TECHNOLOGY BASELINE PLAN
2. ER TECHNOLOGY NEEDS ASSESSMENT and UPDATING BASELINE PLAN TO PROGRAM ACTIVITIES
3. ER TECHNOLOGY COMMUNICATIONS PLAN
4. ER TECHNOLOGY ACQUISITION STRATEGY
5. ER TECHNOLOGY ACQUISITION TRACKING SYSTEM
6. ER PROGRAMMATIC "PLATFORMS" AND "INFRASTRUCTURES"
7. ER TECHNOLOGY TRANSFER

ER TECHNOLOGY MODEL COMPONENTS

1. ER TECHNOLOGY BASELINE PLAN

A. Identifies the technologies that make up the current ER Program Baseline
B. Identifies significant gaps in the current baseline
C. Identifies potential improvements in the baseline
D. Links ER Technologies to the Hanford Integrated Planning Process
E. Provides a "change control" baseline starting point

2. ER TECHNOLOGY NEEDS ASSESSMENT AND UPDATING BASELINE PLAN TO PROGRAM ACTIVITIES

A. Feasibility Studies/ Focused Feasibility Studies
B. Interim Response Measures
C. Expedited Response Actions
D. Limited Field Investigations
E. Cost Data / Schedule Needs
F. Prioritization of Technology Needs

3. ER TECHNOLOGY COMMUNICATIONS PLAN

A. COMMUNICATE TECHNOLOGY NEEDS "OUT"
- Request For Proposals (RFPs)
- Requests For Information (RFIs)
- Office of Technology Development
- Expressions of Interest
- Site Outreach - Private Sector

B. TECHNOLOGY RESOURCES/CAPABILITIES "IN"

- Industry (i.e. from RFP, RFI, Exp. of Int)
- EM-50 (TTPs, CRADs, PRDAs, etc)
- OFA (Installation restoration programs, technology demonstrations, R&D efforts)
- SITE Outreach (Other DOE, EPA, etc.

4. ER TECHNOLOGY ACQUISITION STRATEGY

A. TECHNOLOGY STATUS
- Is it available now?
- Is it being developed within industry, EM-50, EM-40? Can we validate efforts or modify development to meet needs?
- Develop advocate to start development

B. TECHNOLOGY SOURCES
- EM-50
- Private Sector
- EM-40
- Other Federal Agencies (DOD, EPA, DOI etc)

5. ER TECHNOLOGY ACQUISITION TRACKING SYSTEM

A. EM-50, INDUSTRY, OFA, PROCUREMENT

- Periodic Reviews (milestones, progress, etc)
- Feed-Back to Needs Assessments
- Refocused Developments Based on Impact

6. ER PROGRAMMATIC "PLATFORMS" AND "INFRASTRUCTURES"

A. ONSITE TECHNOLOGY DEMONSTRATIONS

- Expedited Response Actions
- Technology Transfer
- Interim Response Measures
- Limited Field Investigations
- Other TBD (especially easy methods)

B. ONSITE VS OFFSITE INFRASTRUCTURE

- ER linkage/involvement
- Low Cost
- Short Time Frame
- Short Regulatory Approval Process

7. ER TECHNOLOGY TRANSFER

A. Performance Criteria for Acceptance to EM-40

B. When Is Technology Ready for Transfer (prototype)

C. Who Funds the Technology Transfer

D. When Do Funds Shift

E. Phased or Total Transfer

F. Written MOUs To Provide Agreement on Transfer Schedule, Funding, Etc.

G. Regulator and Public Acceptance for Records of Decision

TECHNOLOGY DEVELOPMENT ISSUES

1. EM-50 funding schedules do not match EM-40 schedules
2. Discretionary ER technology budgets have been non-existent in the past
3. EM needs a budget line to take advantage of opportunistic response for private sector involvement
4. Technology development systems needs a feed-back mechanism to handle shifting priorities

Status of Data in the Hanford Environmental Information System (HEIS)

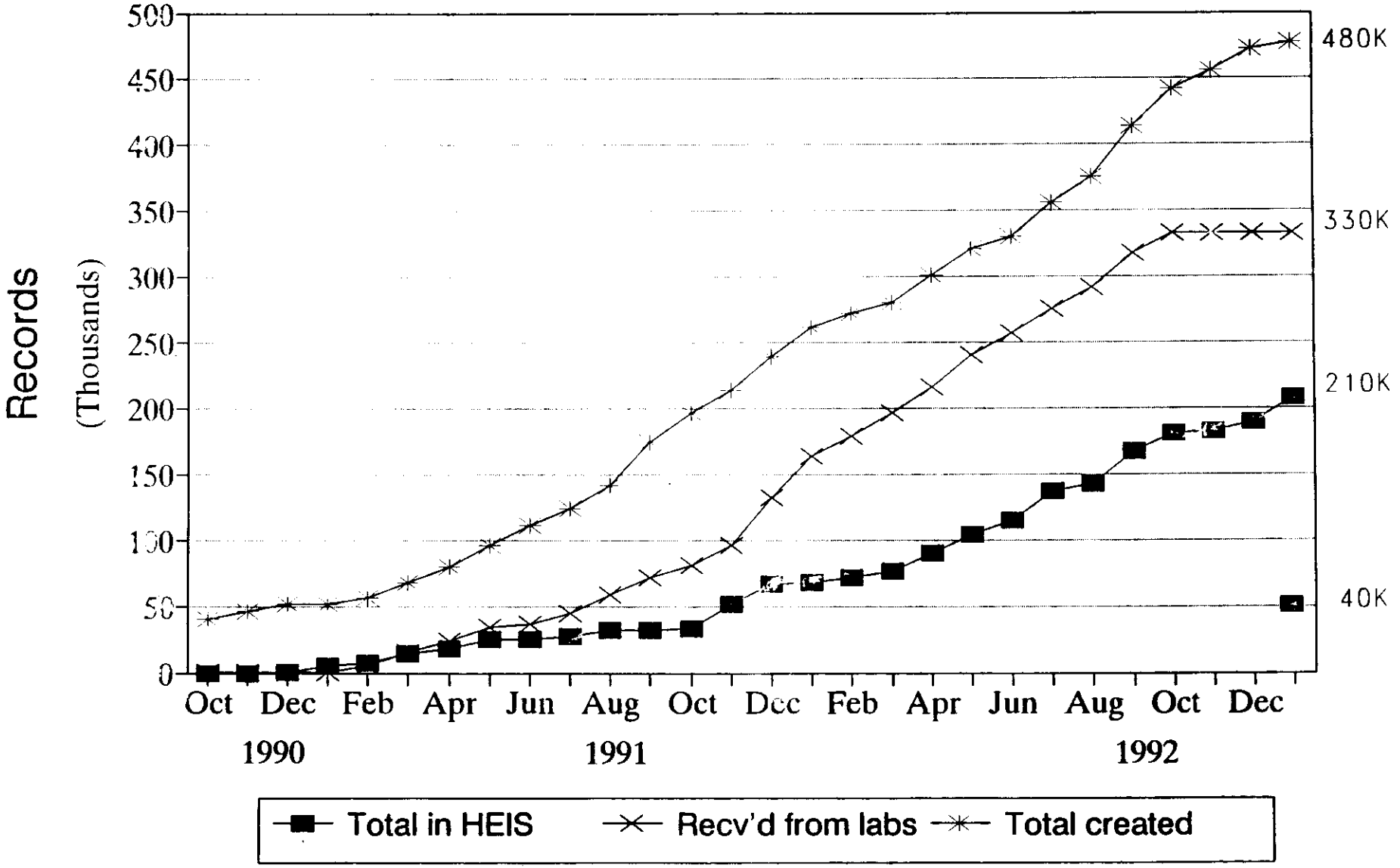
Mike Schwab
Environmental Data Management Group
HEIS Project

Unit Managers Meeting
January 27, 1993

1. HEIS Data Growth Plot

2. HEIS Data Validation Status

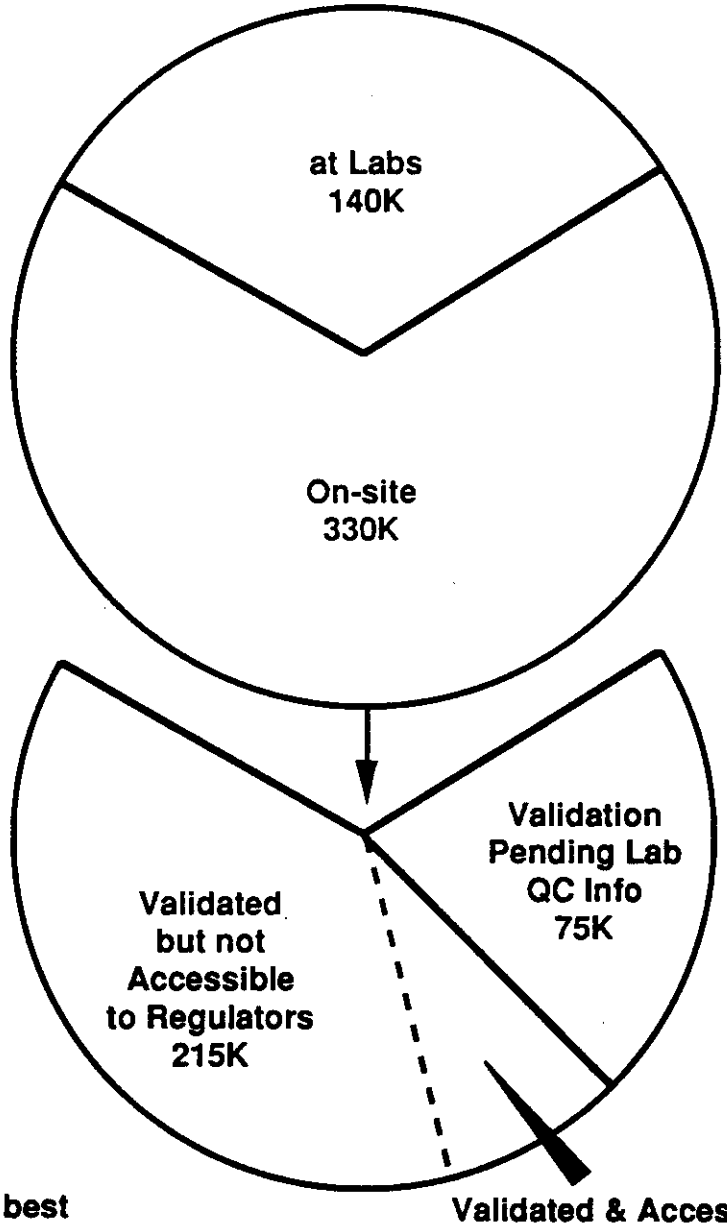
HEIS Status
CERCLA Analytical Result Records



01/26/93 RDP

Understanding the System

Total Data Collected 470K



#'s are best estimates 01/26/93

Validated & Accessible to Regulators in HEIS 40K

Validation Status of HEIS Data Records

- Total CERCLA Data <u>In HEIS</u> 210K
  - . Validated ("9") 40K
  - . Verified, Unvalidated ("0") 170K
  - . Validated, HEIS Backlog 100K
    - o 100 Area 35K
    - o 300 Area 65K
  - . Unvalidated, HEIS Backlog 70K
    - o 100 Area ~50K
    - o 618-9, ERA, ~20K

- Total CERCLA Records <u>Not In HEIS</u>
  120K

. Validated		105K
o 200-BP-1	95K	
o 100-DR-1	10K	
. Unvalidated		15K
o 100 Area Springs	8K	
o 100 DR-NR,	7K	

ACCESS TO VALIDATED DATA

PROBLEM

- o TPA Regulators Are Not Receiving Validated "Electronic" Data in a Timely Manner
- o TPA Requirements Are:
  - 100 Days to Receive Lab Data (with TRU)
  - 21 Days to Validate
  - 15 Days to Deliver Hard Copy Data

- TPA Requirements (cont'd):
  - When Validated Data Entered Into HEIS, We have Seven (7) Days to Notify the Regulators of That Entry

- We Understand That....
  - The Regulators Want Electronic Data...Not Hard Copy Data....They Want Data Via HEIS.
  - The <u>Intent</u> of the TPA is to Provide the Regulators Access to Validated Data Via HEIS
  - As Soon as the HEIS is Capable of Sustaining a a "Real-Time" Data Status

SOLUTION HAS TWO PARTS

ISSUE No. 1: Getting CERCLA Data Validated

- o Initially, Slowed by Lab Turnaround Times, Lack of Validation Staff,
  - More Labs, More Validators On Line (BOAs)

- Data Validation Process Slowed by Incomplete Delivery of Lab Quality Records Necessary for Validation

  - Data Package Verification Study Completed and QI Team Formed Under Supervision of Level 3 Management

  - Workshop with Labs and Validators on 1/29/93

  - Data Package Verification Procedure and Checklists Being Refined

    ECD 2/22/93

  - Data Package Verification Process Being Streamlined

    ECD 2/22/93

ISSUE No. 2: Getting All CERCLA Data into HEIS

- o Manual Data Entry Requires 20X Electronic
- o CLP Data Represents About 90% of Records
- o Non-CLP 10% Requires ~70% of Data Input Staff
- o We Need Electronic Data Loaders for
  - Changed CLP Data Qualifiers ECD 3/1/93
  - RadChem Data ECD 6/1/93
  - WetChem Data ECD TBD
  - Well Construction and Lithology Data TBD

Action Recovery Plan

- o Add Staff and Electronic Data Loaders to Maintain Currency to CERCLA Project Schedule

  - Hire Two HEIS Data Entry Staff (Temp)

    ECD 3/1/93

  - Complete Electronic Data Loader for Changed (Validated) Data Qualifiers

    ECD 3/1/93

Action Recovery Plan (Cont'd)

- Complete Electronic Data Deliverable Format and HEIS Data Loader for RadChem Data

  ECD 6/1/93

- Complete Electronic Data Deliverable Format and HEIS Data Loader for Wet Chem Data

  - o Funding Request Submitted
  - o CLP Inorganic Loader Appears Adaptable

DRAFT ASSIGNMENT OF RESPONSIBILITIES/TASKS

WHC		TASKS
Projects (C. Hodge)	-	Project Plan, Integrated Schedule Project oversight
Safety (Taylor)	-	Hazard Classification/PSE/SAR
WMD		
(Marc Wood)	-	Performance Assessment
(Jim Anderson)	-	Waste Acceptance Criteria
Quality Assurance (J. Peltier)	-	Quality Assurance Plan
Environmental Engineering (Roeck/Moore)	-	Program Plan
	-	Regulatory Negotiations/Strategy
	-	"equivalancy"
	-	FDC
	-	Cultural Resources
CERCLA Geohydrology (D. Weekes)	-	Site Characterization Plan and Implementation

DRAFT ASSIGNMENT OF RESPONSIBILITIES/TASKS (continued)

WHC	TASKS
NEPA Documentation (R. Weeks)	- NEPA
Site Planning (T. Trost)	- Site Evaluation Report
ENV Technology & Assessment (D. Wing)	- Barrier Development/ Integration
ACOE	- Engineering Studies - CDR

ENVIRONMENTAL RESTORATION

STORAGE & DISPOSAL FACILITY

(ERSDF) SITE EVALUATION REPORT

ERSDF SITE SELECTION CRITERIA

- ERSDF WILL RECEIVE AN ESTIMATED 30 MILLION CUBIC YARDS OF MATERIAL
  - THIS IS AN UPPER BOUNDING CASE ASSUMING THE 100 AND 300 AREA RODS WILL BE REMOVAL ACTIONS
- ERSDF WILL OCCUPY FOUR (4) SQUARE MILES
  - ESTIMATE DOES NOT INCLUDE D&D OR SST WASTES
- A FIFTY PERCENT (50%) CONTINGENCY OR EXPANSION AREA IS REQUIRED TO ACCOMMODATE FUTURE DECISIONS.
  - EXPANSION MAY BE REQUIRED FOR D&D WASTES
  - STOCK PILE OR LAYDOWN AREAS MAY BE REQUIRED FOR BARRIER MATERIALS
  - DEWATERING PONDS MAY BE REQUIRED FOR SOIL WASHING WASTE

ERSDF SITE SELECTION CRITERIA (CONTINUED)

- ERSDF SITING IS RESTRICTED TO THE 200 AREA PLATEAU
  - SUPPORTS LAND USE GOALS
  - DISTANCE TO THE RIVER AND DEPTH TO GROUNDWATER IS GREATEST
- SITE SLOPE MUST ACCOMMODATE BARRIER CONSTRUCTION AND PERFORMANCE
- ERSDF IS NOT LOCATED OVER EXISTING WASTE SITES
- WAC 173-303-282 SITE SCREENING CRITERIA WERE INCLUDED

ERSDF
ENGINEERING STUDIES

Waste Forms	WHC
Borrow Source - Hauling	USACE
Water Balance - Waste Water Treatment	USACE
Waste Acceptance Criteria	WHC
Air Emissions - Volatile - Rad. Hazard	WHC
Code Standards Regulations	USACE
Automation	USACE
Shielding Criteria	WHC
Natural Force Design/trenches	WHC - N/A
Fugitive Emission Control/Dust Control Emissions)	USACE
Low Level - High Activity Trench Design	USACE
Transportation Alternative	USACE
TRU Waste Issue	WHC
VRS Waste Issue	WHC
Batch Plant Sizing	UACE
RCRA Equil.	WHC
Vadose Zone Migration	WHC
Types of People for Facility	UACE

ERSDF STATUS

- Siting Evaluation Report
- Design Activities
- NEPA
- Regulatory Discussions - Action Items

ERSDF NEPA

- EA or EIS needed before start of Definitive design
- Strategy is to initiate an EA
- HRA-EIS ROD scheduled for completion in, July, 1995
- EA will be initiated in 2/93
  - Action Description Memorandum (ADM) sent to DOE on 1/27/93
- EA is for the first five years of construction and operations
- EIS will incorporate initial EA five year scope plus balance of the Facility

REGULATORY DISCUSSIONS - ACTION ITEMS/DECEMBER 18, 1992

- Regulatory framework (i.e. CAMU, CERCLA)
- "Equivalancy" format and process
- Public Involvement

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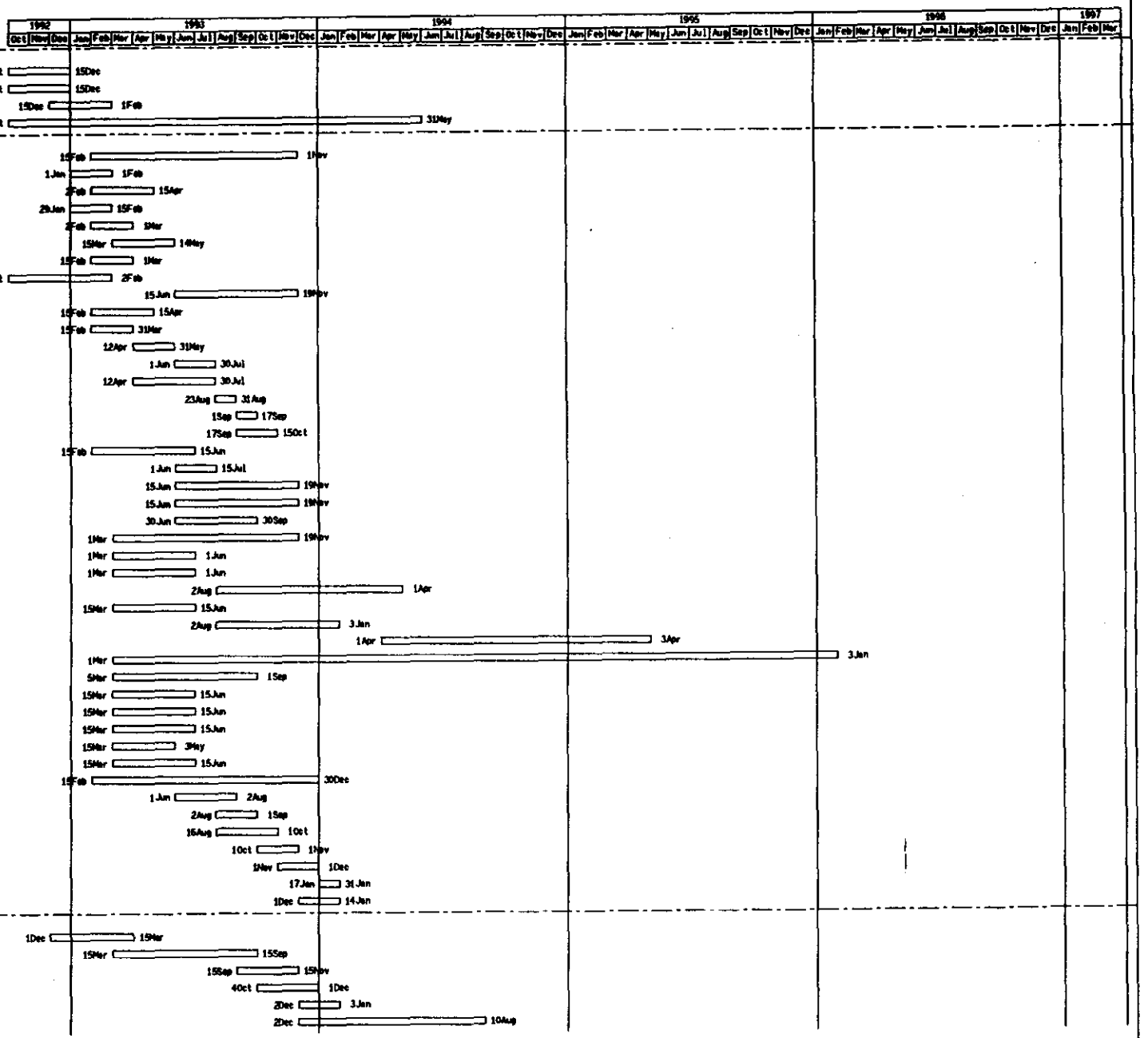
		CODE2	
A			
000	PROJECT MANAGEMENT		10Oct – 15Dec
0005	FUNCTIONAL DESIGN CRITERIA		10Oct – 15Dec
0010	PREPARE FINAL DRAFT FDC	WHC/ER	15Dec – 1Feb
0015	REGULATORY NEGOTIATIONS	USACE	10Oct – 31May
B			
0020	CONCEPTUAL DESIGN REPORT		15Feb – 1Nov
0035	HAZARD CLASSIFICATION	WHC/SAFETY	1Jan – 1Feb
0040	WASTE ACCEPTANCE CRITERIA	WHC/REG. COMP.	2Feb – 15Apr
0045	AIR EMISSIONS STUDY	WHC/SAFETY	29Jan – 15Feb
0055	COMPACTION/STABILIZATION EVAL.	USACE	2Feb – 1Mar
0060	AUTOMATION STRATEGY	USACE	15Mar – 14May
0065	WORK BREAKDOWN STRUCTURE	USACE	15Feb – 1Mar
0075	SITE EVALUATION REPORT	WHC/SITE SELECT	120ct – 2Feb
0085	CHARACTERIZATION ACTIVITIES	WHC/ER	15Jun – 19Nov
0090	SITE CAPABILITY ASSESSMENT	WHC	15Feb – 15Apr
0095	HAZARDS ASSESSMENT	SAFETY	15Feb – 31Mar
0100	PRELIMINARY RISK EVALUATION	SAFETY	12Apr – 31May
0105	PRELIMINARY SAFETY EVALUATION	SAFETY	1Jun – 30Jul
0106	PROJECT SAFETY PLAN	SAFETY	12Apr – 30Jul
0107	TEAM REVIEW OF PSE	SAFETY	23Aug – 31Aug
0108	WHC FUNCTION & OVERSITE REVIEW	SAFETY	15Sep – 17Sep
0109	PSE RELEASE	SAFETY	17Sep – 150ct
0115	DEFINE TRENCH/FACILITY DESIGN CRITERIA	USACE	15Feb – 15Jun
0120	WASTE CLASSIF. & VOLUMES	WHC/ER	1Jun – 15Jul
0146	SAMPLE ANALYSIS OF BOREHOLE MATERIAL	WHC/ER	15Jun – 19Nov
0147	GEOGRAPHIC MAP	WHC/ER	15Jun – 19Nov
0148	SEISMIC REPORT	WHC/ER	30Jun – 30Sep
0149	AQUIFER TEST PLAN	WHC/ER	1Mar – 19Nov
0150	CULTURAL RESOURCE REVIEW	WHC/ER	1Mar – 1Jun
0151	ECOLOGICAL STUDY	WHC/ER	1Mar – 1Jun
0152	CHARACTERIZATION REPORT	WHC/ER	2Aug – 1Apr
0154	WASTE WATER TREAT./WATER BALANCE	USACE	15Mar – 15Jun
0156	INTERIM GROUNDWATER MONITORING PLAN	WHC/ER	2Aug – 3Jan
0157	GROUNDWATER MONITORING PLAN	WHC/ER	1Apr – 3Apr
0158	INITIATE PA ANALYSIS	MARC WOOD	1Mar – 3Jan
0159	QAPP	WHC/QA	5Mar – 15Sep
0160	TRANSPORTATION STUDY	USACE	15Mar – 15Jun
0175	DEFINE VRS HANDLING/DISPOSAL STUDY	USACE	15Mar – 15Jun
0185	TRU WASTE STORAGE STUDY	WHC/ER	15Mar – 15Jun
0190	BORROW & SOIL BALANCE	USACE	15Mar – 3May
0195	DEFINE MONITORING SYSTEMS	USACE/WHC/ER	15Mar – 15Jun
0196	PROGRAM PLAN	WHC/ER	15Feb – 30Dec
0205	DESIGN ANALYSIS	USACE	1Jun – 2Aug
0210	DEVELOP CONCEPTUAL DESIGN	USACE	2Aug – 15Sep
0230	DEVELOP QUANTITIES & SCHEDULE	USACE	16Aug – 10ct
0255	REPORT PREP	USACE	10ct – 1Nov
0270	AL REVIEW		1Nov – 1Dec
0275	REVISE AND REISSUE REPORT	USACE	17Jan – 31Jan
0295	ISSUE REVISED REPORT	USACE	1Dec – 14Jan
C			
0405	NEPA STRATEGY	WHC/ENV. COMP	1Dec – 15Mar
0405	PREPARE EA	WHC/ENV. COMP	15Mar – 155Sep
0500	DOE HQ REVIEW		155Sep – 15Nov
0505	DETERMINE EIS REQUIREMENTS		40ct – 1Dec
0510	FINDINGS OF NO SIGNIFICANT IMPACT	DOE/HQ	2Dec – 3Jan
0515	NEPA/EIS	WHC/ENV. COMP	2Dec – 10Aug



Legend
Early CPM

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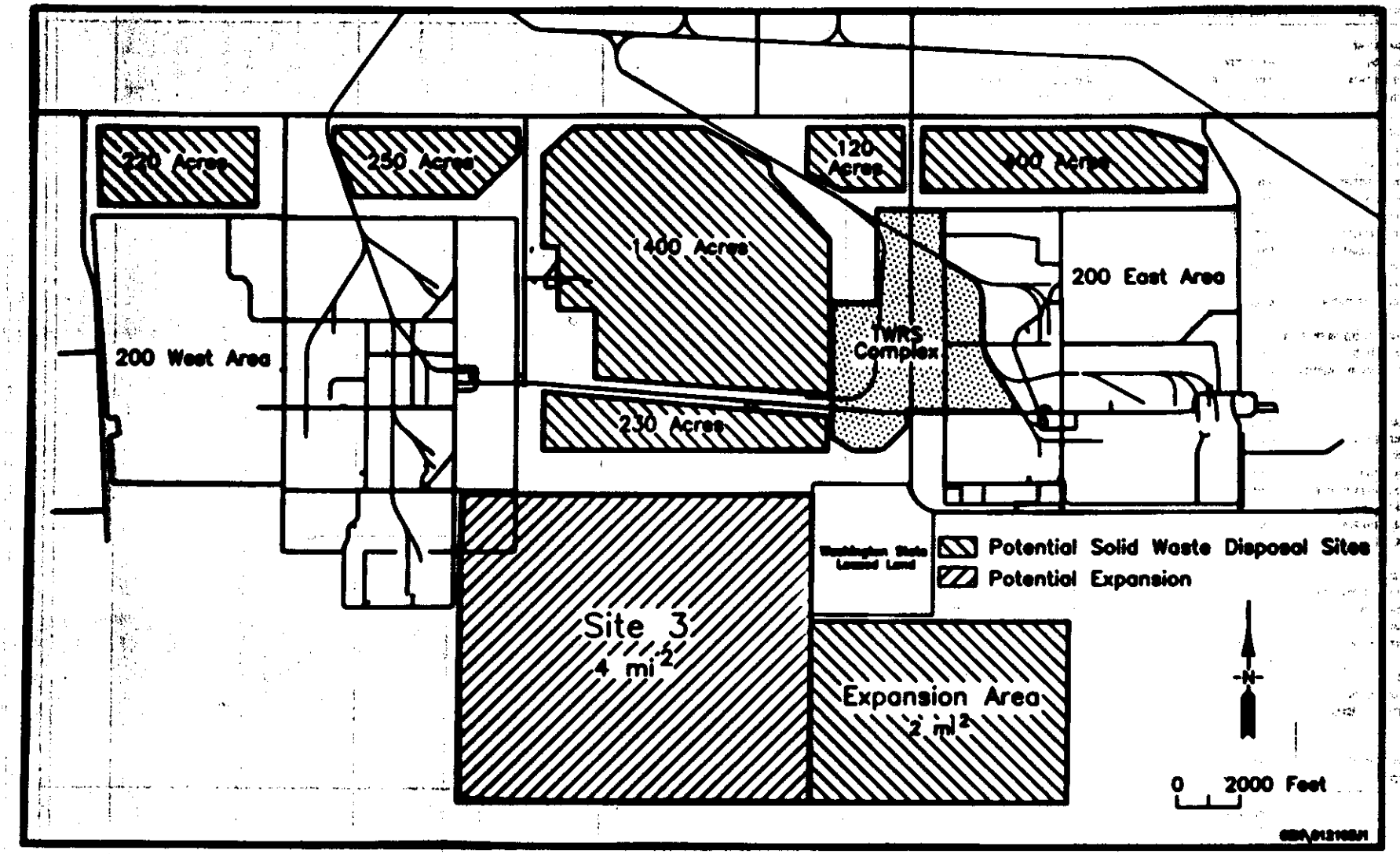
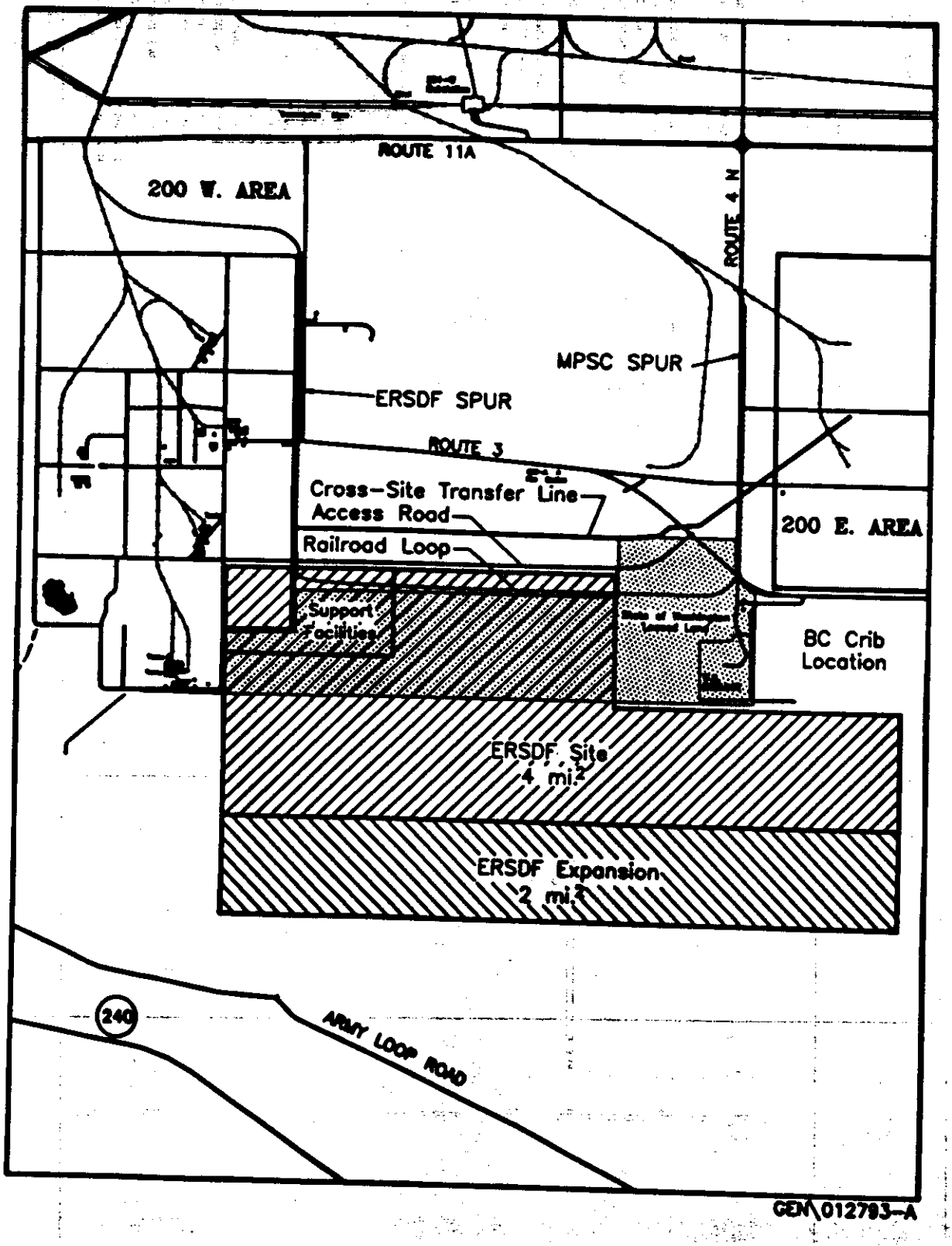
HODGE			
Page: 1	Drawn by: ARK 2-3591		


220 Acres
250 Acres
1400 Acres
120 Acres
400 Acres
200 West Area
200 East Area
TWRS Complex
230 Acres
Site 3
4 mi²
Expansion Area
2 mi²
Potential Solid Waste Disposal Sites
Potential Expansion
N
0 2000 Feet


ROUTE 11A
200 W. AREA
ROUTE 4 N
MPSC SPUR
ERSDF SPUR
ROUTE 3
Cross-Site Transfer Line
Access Road
Railroad Loop
200 E. AREA
Support Facilities
BC Crib Location
ERSDF Site 4 mi.²
ERSDF Expansion 2 mi.²
240
ARMY LOOP ROAD
GEN\012793-A

ATTACHMENT #9

MANAGEMENT OF INVESTIGATION DERIVED WASTE

Unit Managers Meeting January 27, 1993

B. J. Hobbs

Drum Status Report 12/31/92

Inventory - 1,691 drums

Drums dispositioned in December:

13 drums to Low Level Burial
511 drums dumped to ground

Other information

- Revisions to Waste management procedures, EII 4.2, "Interim Control of Unknown, Suspected Hazardous, Mixed and Radioactive Waste", and EII 4.3, "Control of CERCLA and Other Past Practice Investigation Derived Waste", have been made (effective January 25, 1993 and February 16, 1993).
  - Change made in allowable methods of packaging waste (i.e. re-enforced liners and galvanized drums for rad waste).
  - General clarification
- Next revision of EII 4.2 and EII 4.3 to include slurry pit disposal of groundwater monitoring well waste. Draft to be sent to Regulators for review by March 1, 1993.
- Plans in place for Kaiser to move drums in the 100 Area from drill sites to central storage locations within the Operable Unit. Work to start February 1, 1993.

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ATTACHMENT #10

January 27, 1993

Hanford Site Background Status

Soil:

The Hanford Sitewide Soil Background document has been completed and is undergoing concurrent review by DOE-RL and Westinghouse Hanford Co. (WHC). Expected delivery date to regulators is March 1, 1993.

Groundwater:

The Hanford Sitewide Groundwater Background document is in the process of model refinement and data interpretation. Approximate revision date to DOE-RL and WHC review is the end of May time frame. This is contingent on receiving the Appendix D comments from the regulators.

Radiological Study:

The Hanford Sitewide Radiological Background Studies are in the process of development of data quality objectives, analytical methods/limits, data availability and working groups in preparation for meeting with the regulatory agencies.

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ATTACHMENT #11

STATUS - Environmental Analytical Laboratory (EAL)

FACILITIES AND EQUIPMENT - Finalizing procurement of the laboratory has been somewhat slow due to lengthy audits. However, final hurdles are being cleared, and the contract may be finalized in as little as two weeks. Site preparation is continuing on schedule. All laboratory equipment and computers necessary for lab start-up have been requisitioned. A trailer has been identified to support radiological screening for the laboratory. Trailer preparation and purchase of rad screening equipment is planned.

DOCUMENTATION - The approved safety assessment for the lab has been revised to include groundwater samples. It is currently under review. Preparation of procedures is being coordinated among the vendor, EAL personnel, and WHC Environmental Quality Assurance.

CONCERNS - Three "critical path" areas exist and are being closely watched. These are:

1) Procurement of facilities - Best indications are that the contract may be finalized within approximately two weeks. If, however, additional reviews are deemed necessary, this may stretch to six weeks or longer. Procurement personnel are addressing this issue.

2) Procedures - EAL personnel are working closely with the vendor to assure that procedures provided by the vendor will meet WHC standards and be available for immediate use in the laboratory.

3) Staffing - Interviews are being conducted, and requisitions for laboratory staff are being filled.

93-ERB-020

Mr. Paul T. Day
Hanford Project Manager
U.S. Environmental Protection Agency
712 Swift Boulevard, Suite 5
Richland, Washington 99352

Mr. David B. Jansen, P.E.
Hanford Project Manager
State of Washington
Department of Ecology
P.O. Box 47600
Olympia, Washington 98504-7600

Dear Messrs. Day and Jansen:

PROTOCOL FOR MANAGING ENVIRONMENTAL RESTORATION (ER) WORKING GROUPS

One of the more notable successes of the ER Program to date has been the work accomplished by staff level working groups within several functional areas. These include development and approval of the Purge Water Strategy, Hanford Past Practice Management Strategy, Investigation Derived Waste Strategy and procedures, negotiations and interaction on the Resource Conservation and Recovery Act (RCRA) and Comprehensive Environmental Response, Compensation and Liability Act integration, and establishment of the risk assessment and geophysics working groups. During recent discussions among our respective staffs, additional functional areas have been identified as candidates for the establishment of staff level working groups, such as a technology working group.

The purpose of this correspondence is to identify the need for the U.S. Department of Energy, Richland Field Office (RL), the U.S. Environmental Protection Agency (EPA) and the State of Washington Department of Ecology (Ecology) to establish a joint protocol for managing the selection, functioning and termination of working groups. This protocol could be documented as a Management Guideline in the "Hanford Federal Facility Agreement and Consent Order (Tri-Party Agreement) Handbook."

Additionally, as issues are resolved and agreements are reached within working groups, there is a need to effectively communicate this information to all groups and individuals who have a need to know or have a professional interest. In preliminary discussions among several Unit Managers' from each agency, use of the monthly General Topics Meetings for the Past Practices' working groups for this purpose appeared to be a suitable forum for presenting status reports from all standing working groups. The format of the status reports will be established later.

RL recommends that the functioning of working groups follow a protocol, and that top level summary status of the activities of the working groups be provided in a monthly forum, preferably verbal and written, e.g. in meeting minutes. Attachment 1 provides an initial draft of a Working Group Protocol.

Criteria for determining whether a working group should be established include: a) does the issue or element require agreement by all ~~parties~~ members of the Tri-Party Agreement; b) does the functional element fall outside the scope of the existing operable unit (OU) Remedial Investigation/Feasibility Study (RCRA Facility Investigation/Corrective Measures Study) process; c)is the element truly a functional item versus a programmatic item; and, d) is there a need to resolve issues or reach consensus decisions within the functional element. It should be noted that functional area working groups should not usurp the authority and responsibility of OU Managers.

Attachment 2 provides a matrix of existing functional area working groups that are currently constituted for the Past Practices Program with RL participation, the purpose and scope of each, and the key points of contact. This matrix will be maintained by RL.

EPA and Ecology are requested to review the draft protocol and matrix of existing working groups and provide your recommendations and comments. The RL point of contact (POC) to jointly develop this protocol is Mr. Robert K. Stewart. He may be contacted on (509) 376-6192 for questions or comments.

As a related issue to the organization of working groups, RL, EPA and Ecology have entered into several discussions and presentations on the ER "macroengineering" concept, to include discussions about establishing a working group specifically related to this subject. In reviewing the criteria for establishing working groups, RL has determined that macroengineering is not a functional element with issues or decisions that require involvement by all agencies at this time. The macroengineering studies presented to the regulators were for information purposes only and there is no expectation for EPA or Ecology to provide comments. Therefore, it is not appropriate to establish a working group for macroengineering.

Sincerely,

R. D. Izatt, Acting Director
Environmental Restoration Division

ERD:JDG

Attachments: As stated

cc w/atts:
M. R. Adams, WHC
R. E. Lerch, WHC
R. D. Wojtasek, WHC

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TITLE:	**APPROVED BY:**
Management of Working Groups	S. H. Wisness Hanford Project Manager

1.0 PURPOSE

This procedure establishes the requirements and responsibilities, and defines the process to establish a formal working group. It also defines the methods by which issues and decisions resulting from working group discussions are identified, acted upon, tracked and reported.

2.0 DEFINITIONS

2.1 Action Plan: A document developed by the working group which outlines the scope, schedule and budget required to resolve an issue(s) undertaken by the committee.

2.7 Agency Leads: Designated individuals from DOE, Ecology or EPA, who are members of the working group, and have been assigned to lead the committee (or serve as the Point of Contact).

2.2 Charter: A document which grants the working group the authority to meet and discuss alternative solutions for a particular problem or problem area.

2.3 Committee Chair: A designated individual, who is a member of the working group, and has been assigned to lead the committee (or serve as Point of Contact).

2.4 Project Manager: Designated individuals assigned by each party to implement the overall scope, terms, and conditions of the Tri-Party Agreement as it applies to the Hanford Site.

2.5 Working Group: A committee whose members constitute, at minimum, one representative from each of the signatories to the Tri-Party Agreement. The committee may be formed to achieve one or both of the following goals: facilitate achievement of a TPA Milestone or be a standing committee to facilitate consensus on technical or functional issues.

2.6 Working Group Coordinator: A designated DOE-RL Environmental Restoration Division (ERD) staff member who will act as a single point of contact to coordinate the management of all working groups.

3.0 SCOPE

This procedure applies to all DOE, EPA, Ecology and contractor personnel assigned to or responsible for the management of a Tri-Party Agreement, "CERCLA Past Practices" working group.

4.0 RESPONSIBILITIES

4.1 Environmental Restoration Division Director: Duties and responsibilities are as follows:

4.1.1 Appoint the Working Group Coordinator.

4.1.2 For DOE, authorize the formation of a working group based on the recommendations of the Working Group Coordinator and concurrence of the EPA & Ecology Program Managers.

4.1.3 Authorize DOE Leads (usually Chair).

4.2 EPA, Ecology Program Managers: Concur for respective agencies the formation of a Working Group and designate lead agency participants.

4.3 DOE Program Manager: Concur on ERD Director actions taken per 4.1.

4.4 Working Group Coordinator: Duties and responsibilities of the are as follows:

4.4.1 To be the point of contact for all inquiries concerning the formation of new working groups.

4.4.2 To coordinate the development of the working group charter, and assignment of the committee chair.

4.4.3 Ensure that the status of each working group is provided at the General Topics Session of the monthly CERCLA/Past Practices Unit Managers Meeting.

4.4.4 Reconstruct the historical record (summary) of past working groups from 1988 to the present.

4.5 Committee Chair: The duties and responsibilities of the committee chair are as follows:

4.5.1 To prepare the working group charter and determine (or coordinate the determination of) the, full committee membership (members other than Lead representatives for each agency).

4.5.2 To convene the working group as deemed necessary and appropriate.

4.5.3 To report to the working group coordinator all planned committee meetings and meeting agendas.

4.5.4 To provide monthly status updates at the monthly Past Practice GT-Unit Managers Meeting (UMM) the working group coordinator with a monthly report updating the status of the working group.

4.5.5 Assignment of an individual(s) of the working group to prepare an action plan(s).

4.5.6 Preparation of Action Plans

4.6 Committee Members: The duty and responsibility of the committee members are as follows:

4.3.1 Present issues to the working group for discussion and to assist in their resolution.

5.0 REQUIREMENTS

5.1 Each working group shall posses a charter that outlines the mandate the committee will operate under.

5.2 Action plans shall be developed, as necessary, to provide direction to the working group in resolving issues and to report progress against.

5.3 A monthly report shall be prepared by each working group to status the progress of the committee and all action plans. A summary report shall be prepared monthly, at the Working Group Coordinator level, for presentation at the monthly CERCLA/Past Practice GT-UMM (UMM).

6.0 PROCEDURE

6.1 Formation of the working committee(s):

6.1.1 The Working Group Coordinator shall review all proposals/requests for the formulation of a working group and recommend if such a group should be conceived. This recommendation shall be developed in consultation with EPA and Ecology Past Practice representatives (usually discussed at the Past Practice UMMs).

6.1.2 The following criteria shall be used by the Working Group Coordinator for determining whether the proposed working group should be constituted:

- Do the elements require agreement by all three parties of the TPA?
- Do the functional elements fall outside the scope of the existing operable unit, RI/FS (RFI/CMS) process?
- Is the element truly a functional item versus a programmatic item?
- Is there a need to resolve issues or reach consensus decisions within the functional element?

6.1.3 Based on the criteria presented in item 6.1.2, the Working Group Coordinator shall present all findings to the Environmental Restoration Division Director and the Program Managers for EPA and Ecology and provide recommendations whether the group should be formulated.

6.1.4 The Environmental Restoration Division Director shall authorize the formulation of new working groups with concurrence from the EPA and Ecology Program Managers.

6.2 Charter preparation:

6.2.1 The Working Group Coordinator in coordination with EPA and Ecology representatives, shall select an individual to chair the group.

6.2.2 The Committee Chair shall coordinate the determination of the full committee membership.

6.2.3 With the assistance of the Committee Members, the Committee Chair shall prepare a charter which is consistent with the outline provided as Attachment 1.

6.2.4 The Working Group Coordinator shall review and approve all charters.

6.3 Action plan preparation:

6.3.1 The Committee Chair shall assign responsibility for development of an action plan(s) to an individual(s) member of the working group.

6.3.2 The plan(s) shall be prepared in a format which addresses the following:

- Responsibility
- Issues(s) to be resolved
- Proposed Cost Account Plan (CAP)
- Proposed Schedule(s) and Deliverable(s)
- Resource Requirements
- Approach
- Interfaces

6.4 Monthly Report Preparation:

6.4.1 Each month the Committee Chair shall provide the Working Group Coordinator with a report that documents the status of the working group.

6.4.2 The monthly working group report shall document all outstanding issues, recent decisions and list the appropriate points of contact. The format of the report shall be consistent with Attachment 2

6.4.2 Each month the Working Group Coordinator shall be responsible for preparing a report that documents the status of all working groups. Input from the individual reports prepared by the Committee Chairs are to be basis of this report.

6.4.3 The Working Group Coordinator shall be responsible for the presentation of the status of each working group at the General Topics Session of the monthly CERCLA/Past Practice Unit Managers Meeting.

7.0 REFERENCES

7.1 Ecology, EPA, and DOE, 1990, Hanford Federal Facility Agreement and Consent Order, Washington State Department of Ecology, U.S. Environmental Protection Agency, and U.S. Department of Energy, Olympia Washington.

Attachment 1

I. **CHARTER**

A. Purpose

B. Goals and Objectives

C. Scope and Responsibilities

D. Working Group Organization (Chair/Leads/Membership)

II. **GROUNDRULES** (Use as applicable)

A. Purpose

B. Meeting Format/Content

C. Communication(s)/Reporting During Working Group Process

D. Internal Decision-Making Process

E. Teams and Observers

F. Products/Deliverables Expected

G. Work Group Termination Date (Goal)

Attachment 2

(title of working group)
CONSTITUTED JOINT WORKING GROUP
HANFORD ENVIRONMENTAL RESTORATION PROGRAM
STATUS REPORT FOR
(include month and year)

Leads			
DOE-RL Lead	EPA Lead	Ecology Lead	Contractor Leads
PH:	PH:	PH:	PH:

Other Members

Charter:
Issues:
Decisions:
Deliverables:
Notes: Date working group formed - Planned termination date - Working group completed task in 19yy

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ATTACHMENT # 13

UNIT MANAGERS MEETING
Wednesday, January 27, 1993, 740 Steven Center/Room 1200

RISK ASSESSMENT WORKING GROUP
R. K. Stewart/S. W. Clark

1. Revision of Hanford Site Baseline Risk Assessment Methodology - The Risk Assessment Committee (RAC) will meet at the U.S. Environmental Protection Agency (EPA) Hanford Project Office on February 8, 1993, to review a mock-up of Revision 2 of the Hanford Baseline Risk Assessment Methodology (HSBRAM), DOE/RL-91-45. Incorporation of the EPA "Framework for Ecological Risk Assessment" into the HSBRAM necessitated extensive revision of the document. To avoid additional rounds of formal reviews and revisions the RAC agreed to informally review and revise mock-ups of Revision 2 of the HSBRAM until a document satisfactory for publication is agreed upon. However, because publication of Revision 2 of the HSBRAM had been scheduled to occur several months ago, all current qualitative risk assessments and remedial investigation reports have been written referencing Revision 2. It will be requested that Revision 2 of the HSBRAM be published at the end of February 1993 and any further regulatory comments be incorporated when future regulatory guidance or problems in implementation of the HSBRAM make a Revision 3 necessary.

2. 100 Area Qualitative Risk Assessments - An example of a qualitative risk assessment for a groundwater operable unit (100-BC-5) will be presented to RL, EPA, and Ecology at the February 8, 1993, meeting of the Risk Assessment Committee. Scenarios for ecological risk assessment will consider exposure of waterfowl, fish, and macroinvertebrates to groundwater contaminants. Contaminant levels for the Columbia River will be determined using river data when available and using detected concentrations in nearby wells if necessary.

Distribution
Unit Manager's Meeting: General Topics
January 27, 1993

DOE (and GSSC to DOE-RL)

C.E. Clark, RL . . . . . (A5-15)
D.L. Clark, RL . . . . . (A5-55)
Julie Erickson, RL . . . . . (A5-19)
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