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Change Number P-10-96-01	Federal Facility Agreement and Consent Order Change Control Form <small>Do not use blue ink. Type or print using black ink.</small>	Date January 31, 1997
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Class of Change  
 I - Signatories       II - Executive Manager       III - Project Manager

Change Title  
 Revisions to the Action Plan Executive Summary and Sections 3.0, 7.0, 9.0 and 10.0 to reflect updated Community Relations Plan.

Description/Justification of Change  
 During the last year the Parties have worked with the Hanford Advisory Board and members of the Public to update and improve the Tri-Party Agreement Community Relations Plan. A revised version of the Community Relations Plan has undergone a period of public comment. Public comments have been reviewed and changes to the Community Relations Plan have been made. The Community Relations Plan is now ready for approval by the management of the three Parties. The primary changes in the 1997 revised Community Relations Plan include updated information and a better explanation of Hanford public involvement plans.  
 This change request incorporates those changes from the Community Relations Plan into the Tri-Party Agreement where it is necessary for consistency between the two controlling documents.

Impact of Change  
 These changes listed update the public involvement process in the Hanford Federal Facility Agreement and Consent Order to reflect the revised Community Relations Plan. Revisions to the Action Plan are intended to better explain how the public can participate in key Hanford decisions.

Affected Documents  
 Hanford Federal Facility Agreement and Consent Order Action Plan, Executive Summary and Sections 3.0, 7.0, 9.0 and 10.0.

Approvals

<i>James E. Rasmussen</i> BOE	2/25/97	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Disapproved
<i>Douglas R. Howard</i> EPA	2/25/97	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Disapproved
<i>Michael A. ...</i> Ecology	2/25/97	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Disapproved

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Note: ~~Strikeout text~~ represents text to be removed.  
Shaded text represents text to be added.

Action Plan Executive Summary, Page 8, first paragraph, is modified as follows:

A work plan will be developed for each operable unit that will address all activities from the start of field investigation through the proposed selection of a remedy for cleanup. ~~Both the work plan and the~~ documentation of the selected remedy will be made available for public comment.

Action Plan Executive Summary, Page 9, second paragraph is modified as follows:

An Administrative Record will be established for each operable unit and TSD group, and will contain all of the documentation considered in arriving at a CERCLA decision or RCRA permit. A copy of the Administrative Record file, including an index, will be available to the public for review in Richland, Washington. The indexes only shall be available in Seattle, and Lacey, Washington.

Action Plan Executive Summary, Page 9, first and second bullet, are modified as follows:

- Public information repositories will be maintained in Seattle, Richland, and Spokane, Washington, as well as Portland, Oregon. Indexes of key documents and other information will be kept in these repositories for ready access by the public.
- At least one quarterly public information meetings will be held in the spring. ~~Two meetings will be held each quarter; one in Richland, and the other rotated between other locations.~~ An optional meeting may be held in the fall.

Action Plan Executive Summary, Page 10, last paragraph, is modified as follows:

Current status of activities addressed by the Agreement may be obtained from the status reports which are produced as a requirement of this Agreement. These reports are available for inspection at any of the four Information Repositories described in section 10.2 of this action plan. Current status is also provided through regular and special mailings from the three parties. Any person may be placed on the Hanford Site mailing list by contacting any of the community relations contacts shown in Appendix E of this action plan. Quarterly The Public Information Meetings and other special public involvement meetings held in various locations in Washington and Oregon are also a source of current information. These meetings are announced via newspapers and direct mail notices to those on the Hanford Site mailing list.

Action Plan Section 3.5, second paragraph is modified as follows:

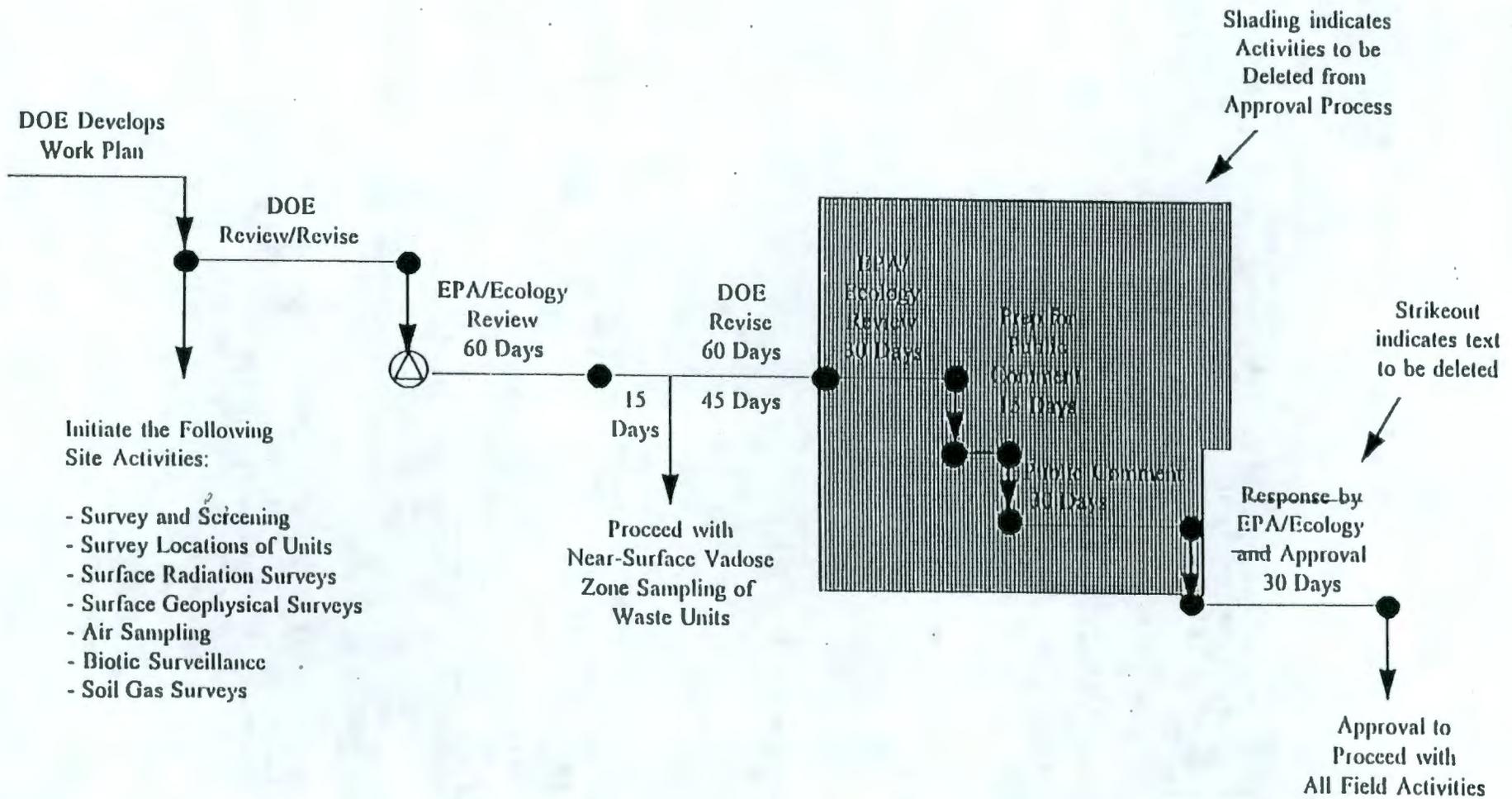
The WIDS database provides the basis for the Hanford Site Waste Management Units Report (HSWMUR). The HSWMUR was initially submitted to the EPA on May 15, 1987, in response to RCRA Section 3004(u) of the HSWA. This document lists all known waste management units (including unplanned release units) at the Hanford Site and summarizes the wastes handled, dates of use, and other information about each unit. In January of each year the DOE will reissue the HSWMUR, if determined necessary, incorporating all changes since the last report. A copy will be provided to the Richland Washington each public information repository and added to the document index.

Action Plan Section 7.3.2, first and last paragraphs, are modified as follows:

**7.3.2 Remedial Investigation/Feasibility Study Work Plan for Each Operable Unit**

The RI/FS work plan is a primary document, as described in Section 9.0. The lead regulatory agency will provide comments on each RI/FS work plan that is submitted by the DOE. ~~The RI/FS work plan will be made available for public comment for a period of 30 days, in accordance with the procedures described in Section 10.0. On a case by case basis, the project managers may agree to extend the comment period to 45 days. Following public comment,~~ the lead regulatory agency will require the DOE to make appropriate changes to the RI/FS work plan, based on review of public comments received, and will approve the work plan. At that time, the work schedule (Appendix D) may need to be modified to accurately reflect the RI/FS work plan schedule. Such modification will be made in accordance with the procedures described in Section 12.0. At that time, the lead regulatory agency will publish the RI/FS schedule, in accordance with CERCLA Section 120(e)(1) and as specified in Article XVII of the Agreement. As additional information becomes available during the RI/FS process, the RI/FS work plan may be revised.

This will allow for a quicker start of characterization activities upon approval of the RI/FS work plan. The results of the site survey and screening activities will be factored into the work plan, as appropriate, during the review and approval process. In addition, to further expedite the process, near-surface vadose zone sampling activities may commence after 2 weeks following the receipt of comments from the lead regulatory agency on the initial draft of the RI/FS work plan if comments from the lead regulatory agency regarding vadose zone sampling have been resolved. ~~Following the public comment period on the work plan, the lead regulatory agency may require the DOE to modify or add to these preliminary activities as necessary to resolve any issues raised by the public. Figure 7-4 depicts the normal review and approval cycle, including public comment, for primary documents (see Section 9.0) as applied to the RI/FS work plans. Figure 7-4 also applies to RFI/CMS work plans, which are discussed in Section 7.4.2.~~



DOE = U.S. Department of Energy  
 Ecology = State of Washington Department of Ecology  
 EPA = U.S. Environmental Protection Agency

Figure 7-4. Remedial Investigation/Feasibility Study (Resource Conservation and Recovery Act Facility Investigation/Corrective Measures Study) Work Plan Review and Approval.

Action Plan Section 9.2.2, last paragraph, is modified as follows:

In addition to standard public notification procedures, the public will be informed about proposed permit and closure actions in ~~a the "Hanford Newsletter" and at quarterly public meetings.~~ However, it is anticipated that in many cases, comments from the public will result in a public hearing on the draft document. All comments on the draft document, including those received during the public hearing will be addressed in a response summary and incorporated in accordance with 173-303-840(7) and (9) WAC. Public hearing opportunities are further discussed in Section 10.7.

Action Plan Section 9.4, is modified as follows:

Two additional ~~copies~~ indexes of the file will also be available to the public, during normal business hours, located as follows:

- EPA Region 10  
Superfund Administrative Record Center  
1200 Sixth Avenue  
Park Place Building  
Mail Stop: HW-113  
Seattle, Washington 98101
- Washington State Department of Ecology  
300 Desmond Drive  
P.O. Box 47600  
Lacey, Washington 98503

The DOE will compile and maintain the administrative record file at Richland, Washington, and provide ~~copies~~ an index of the documents to the EPA and Ecology for their respective files. At the time when the decisional document is signed, all documents forming the basis for selection of the final action(s) must have been placed in the administrative record file. ~~Microfilm copies will be regularly provided to the EPA and Ecology for use in their files. This will include microfilm for all documents included since the last set of microfilm was provided. Microfilm readers will be made available for use at these locations.~~ All applicable documents will be available at the Administrative Record locations through one of the following methods: (1) Microfilm, (2) indexes listing documents available by request from the Richland Administrative Record office, (3) Internet access or (4) paper copies.

~~A microfilm copy and one hard copy of the administrative records will be maintained in the Richland administrative record file. After one year following the CERCLA record of decision or RCRA permit determination, the hard copies of administrative record documents issued up to those decision points may be removed from the administrative record file. The microfilm~~ Retrievable copies will be kept on file for a minimum of 10 years. The final decision documentation (i.e., CERCLA proposed plan and record of decision, and RCRA permit) will be maintained in hard copy through completion of all remedial actions or the term of the permit. Current versions of all general documents (e.g., guidance and applicable procedures) will be maintained in hard copy throughout the RI/FS process or through the term of the permit.

Action Plan Section 10.2, first and second bullets, are modified as follows:

- ~~• University of Washington Suzzallo Library  
Mailstop FM 25 Government Publications  
Seattle, Washington 98915  
(206) 543-4664~~
- Government Publications Division  
Suzzallo Library  
Box 352900  
Seattle, Washington 98915-2900  
(206) 543-4664
- DOE-RL Public Reading Room  
Washington State University/Tri-Cities  
100 Sprout Road  
Room 130 West  
Richland, Washington 99352  
(509) 376-8583

All applicable documents (see Table 1 of the CRP) will be available at the Public Information Repository locations through one of the following methods: (1) Microfilm, (2) indexes listing documents available by request from the Richland Administrative Record office, (3) Internet access, or (4) paper copies. All documents (with exception of drafts) listed on Table 1 of the CRP will be sent to the repositories. In addition, copies of drafts when submitted for public comment will be placed in the repositories. Any additional information or documents will be placed in the repositories as deemed necessary by the assigned executive managers. In addition to review of documents at the repositories, the public may also review the administrative record files during normal working hours (see Section 9.4 for discussion and location of administrative records).

Action Plan Section 10.5, is modified as follows:

**10.5 PUBLIC MEETINGS**

**10.5.1 Quarterly Public Information Meetings**

~~The EPA and Ecology, with the assistance of the DOE when requested, will conduct public information meetings at least quarterly. The quarterly meetings will cover significant issues pertaining to CPP units, RPP units, Federal RCRA/State dangerous waste permitting activities, and closure activities that took place during the previous three months. The quarterly meetings will also provide a forum for discussing with the public anticipated events scheduled during the next quarter.~~

### 10.5.1 Hanford Public Meetings

In an effort to provide broad and timely perspectives to the public on the Hanford cleanup priorities and budget decisions, the Tri-Parties will conduct public information meetings. At least one public meeting(s) will be held in the spring to carry out the commitment to involve the public and stakeholders in the DOE budget formulation as reflected in TPA paragraphs I48 and I49. An optional meeting in the fall may be conducted to further discuss and evaluate budget issues. At these meetings, the Tri-Parties will discuss the impact of budget decisions and take public comment and questions on cleanup priorities, as well as outline any changes to cleanup objectives and decisions at Hanford. One of the meetings may be conducted in conjunction with the Hanford Advisory Board. Other meetings will be conducted at public meeting facilities (when available) in key cities in Washington and Oregon. In an effort to be more efficient and effective, these public meetings are encouraged to use innovative techniques to encourage public participation.

### 10.5.2 Other Public Meetings

Additional public meetings on either CERCLA or RCRA matters will be scheduled on an as-needed basis, as determined by the EPA or Ecology. Situations involving complex issues or a high level of public interest will be reasons to schedule separate public meetings.

~~At least one public meeting will be held during the public comment period for each FS Phase III report/proposed plan. At least one public meeting for each CMS report will be held in conjunction with a public meeting for the relevant draft permit (or permit modification) package. Such~~ When appropriate, public meetings will be scheduled approximately halfway through the public comment period. All public comments received on these documents, along with the lead regulatory agency's response to comments, will be placed in the administrative record and added to the document index and will be sent to the public information repositories.

### 10.5.3 Public Notification, Location, and Records

The DOE, at the request of the EPA and/or Ecology, will arrange for all public meetings by means of a public notice in a newspaper of general circulation. ~~When and a major radio station appropriate,~~ any additional cost-efficient means of notification may be used in the area where the meeting is to be held. The DOE will also distribute a direct mail notice to all persons on the Hanford Site mailing list. All such notices shall be made 2 to 3 weeks prior to the date of the public meeting. In addition, at least 30 days prior to the beginning of a comment period, an informal contact will be made to regional stakeholders verifying their interest and participation in a Tri-Party Agreement public involvement topic. ~~The quarterly public information~~ Public meetings (formal or informal) will be scheduled, to the extent practicable, to coincide with similar topics due for public comment or other significant stakeholder related events.

The location of any public meeting will be decided in each case by the EPA and/or Ecology. In some cases, the agencies may decide to hold an additional public meeting on a subsequent day at another location.

Upon request by the EPA or Ecology, the DOE will provide an individual to accurately record the events and dialogue at each public meeting. This individual will provide a written meeting summary of the public meeting for review to the requesting agency and the DOE project managers, and the community relations contacts within 14 days following the meeting. The meeting summaries will then be ~~distributed~~ added to each of the public information repositories ~~indexes~~. Any individual may obtain a copy of the meeting summaries by submitting a request, in writing, to any of the community relations contacts listed in Appendix E.

Action Plan Section 10.6, is modified as follows:

#### 10.6 PUBLIC COMMENT OPPORTUNITIES

The EPA and/or Ecology will make the documents as listed in this section available for public comment. These documents, during the appropriate public comment period, will be placed in the public information repositories. They may also be reviewed at the EPA Region 10 office in Richland, Washington; the Ecology office in Lacey, Washington; or the DOE office in Richland, Washington, by contacting any of the community relations contacts listed in Appendix E.

Copies of all public comments received and the agencies' responses to comments will become part of the administrative record and will be ~~sent~~ added to the public information repositories ~~indexes~~. Additionally, copies of all public comments and agency responses will be made available to any person upon written request to any of the community relations contacts listed in Appendix E.

The public notice for availability of these documents for comment will be published in a major newspaper of general circulation and ~~announced on a major radio station~~ in the areas of significant public interest and through the direct mailing list (see Section 10.3).

~~RI/FS Work Plan (CERCLA) or RFI/CMS Work Plan (RCRA). Either an RI/FS work plan or an RFI/CMS work plan will be prepared for each operable unit. Prior to lead regulatory agency approval of these work plans, they will be made available for public comment for a period of 30 days. On a case by case basis, the project managers may agree to extend the comment period to 45 days. There is no statutory or regulatory requirement for such public comment, but the parties believe that the earliest possible public involvement will result in improved communication throughout the investigation process. The public notice published in the newspaper announcing the availability of work plans shall also indicate the location and availability of the Administrative Record file.~~

- Feasibility Study Phase III Report/Proposed Plan or Corrective Measure Study Report. Either an FS Phase III report/proposed plan (CERCLA) or a CMS report (RCRA) will be prepared for each operable unit. When the FS Phase III report and the proposed plan for remedy are finalized, the lead regulatory agency will issue a public notice of opportunity to comment on the documents. If the operable unit is being managed under the RPP authority, rather than CERCLA, the RCRA CMS report will be made available for comment as part of the draft permit modification package. The comment period will be 45 30 days. There are currently no specific requirements for public comment on the CMS report, but the parties consider this report to be the functional equivalent of the FS Phase III report and the proposed plan and, therefore, will make the CMS report available for public comment in the same manner.

Action Plan Section 10.8, second paragraph, is modified as follows:

Technical Assistance Grant Coordinator  
U.S. Environmental Protection Agency  
1200 Sixth Avenue, Mail Stop: HW-113  
Seattle, Washington 98101  
(206) 442 553-0603

Action Plan Sections 10.10.1 and 10.10.2 are modified as follows:

1. To involve these Tribes in the hazardous waste cleanup and management processes at the Hanford Site, the parties will hold special briefings for all interested Tribes periodically on major issues that have arisen and/or may arise. Such briefings will include status reports of the significant projects and will be consistent with the methods used to inform and respond to questions of appointed and elected officials, and other governments, regarding ongoing CERCLA and RCRA activities. These briefings may be in writing or in person and may be conducted by either the EPA, Ecology, or the DOE, as appropriate. Notice will be provided to all Tribes in the Hanford region. These briefings and the procedures for determining which Tribes will be briefed are further described in Section 32.0 of the CRP.
2. The DOE will provide copies of any of the documents that are sent to the public information repositories directly to the Tribes upon request. The procedure for determining which documents will be sent is described in Section 32.0 of the CRP. The public information repositories are further discussed in Section 10.2 and in the CRP. The specific list of documents that will be sent directly to each repository is included in the CRP. As discussed in Section 10.2, this may include copies of drafts submitted for public comment. Any comments on these documents must be received by the lead regulatory agency within the time period allowed for public comment. The length of each comment period is specified in Section 10.6, and the specific comment period for each document will be noted in the public notice for comment.