

**Department of Homeland Security
Federal Emergency Management Agency, Region V
536 S. Clark Street, Chicago, IL 60605
Radiological Emergency Preparedness Program**

**ANNUAL LETTER OF CERTIFICATION REVIEW GUIDE
State of Minnesota – Calendar Year 2020
Review date: 2/16/2021**

Purpose:

To provide guidance for review and evaluation of the Annual Letter of Certification (ALC) submitted by the States for compliance with periodic requirements.

Scope:

The State ALC is reviewed to determine whether all information/documentation is included pursuant to laws and regulations and the Federal Emergency Management Agency (FEMA) Radiological Emergency Preparedness (REP) Program Manual. Information contained in the ALC is compared with the offsite response organizations (ORO) plans/procedures and the Alert and Notification System (ANS) design reports for consistency and accuracy.

Requirement:

- ✓ 44 CFR part 350
- ✓ NUREG-0654/FEMA-REP-1 Planning Standard
 - A. 24-Hour Staffing Capability
 - G. Public Education and Information
 - H. Emergency Facilities and Equipment
 - N. Exercises and Drills
 - O. Radiological Emergency Response Training
 - P. Responsibility for the Planning Effort
- ✓ FEMA REP Program Manual

Confirm that the ALC includes the following items:

Update of Plans/Procedures and Letters of Agreement

1. A statement that ORO plans/procedures and Letters of Agreement (LOAs) have been reviewed for accuracy and completeness of information, and appropriate changes made. Updated LOAs and plan/procedure amendments must be submitted if not received previously.

This statement must include the:	Y	N	N/A	ALC Reference / Comments
	X			<p><u>ALC - UPDATES OF PLANS, pg. 18:</u></p> <ul style="list-style-type: none"> • Updated State of Minnesota Emergency Management Operations Plan (MEOP). Signed on July 1, 2020. County Plans were also updated (Sherburne, Wright, Goodhue, and Dakota). Submitted to FEMA on January 5, 2021. • Copies of all current SOGs and SOPs were provided with the ALC submission. State and County Radiological Emergency Preparedness (REP) plans/procedures, contracts, letters of agreement (LOA) and memoranda of understanding (MOU) have been reviewed for accuracy and completeness of information, and appropriate changes were made.

Public Education and Information				
1. A statement that annual dissemination of information to the public was performed, and that the information includes how the public will be Notified and what their actions should be in an emergency. This may be accomplished by, but is not necessarily limited to, annual publications, periodic information in utility bills, and information in telephone books. (NUREG-0654/FEMA-REP-1, Evaluation Criteria G.1 and G.2)				
This statement must include the:	Y	N	N/A	ALC Reference / Comments
a. Dates of dissemination	X			<u>ALC - Public Information pg. 2:</u> <ul style="list-style-type: none"> • Monticello 10-mile EPZ: 30,310 copies were mailed to permanent residents, schools, government facilities, businesses, and post office boxes that have postal addresses within the 10-mile EPZ in December 2020. • Prairie Island 10-mile EPZ: 10,862 copies were mailed to permanent residents, schools, government facilities, businesses, and post office boxes that have postal addresses within the 10-mile EPZ in December 2020. • "Extra planning guides were made available to the State of Minnesota and local governments in both EPZs." • "The Emergency planning guides are also available on the Xcel and HSEM websites."
b. Means of dissemination	X			<u>ALC - Public Information pg. 2:</u> <ul style="list-style-type: none"> • "Emergency planning guides were mailed to permanent residents, schools, government facilities, businesses, and post office boxes that have postal addresses within the 10-mile EPZ." • "Extra planning guides were made available to the State of Minnesota and local governments in both EPZs." • "The Emergency planning guides are also available on the Xcel and HSEM websites."
c. Identification of recipients	X			<u>ALC - Public Information pg. 2:</u> <ul style="list-style-type: none"> • "Emergency planning guides were mailed to permanent residents, schools, government facilities, businesses, and post office boxes that have postal addresses within the 10-mile EPZ."
d. Copies of all public information materials	X			<u>ALC - Public Information pg. 2:</u> <ul style="list-style-type: none"> • Monticello: Sample copies of 2020 Monticello Emergency Planning Guide and Calendar (attachment 7). • Prairie Island: Sample Copies of the 2020 Prairie Island Emergency Planning Guide and Calendar (attachment 8).

2. A statement that emergency information was disseminated to locations frequented by transient populations in the emergency planning zone (EPZ), including (if applicable) hotels, motels, gas stations, phone booths, parks, marinas, boats, and other recreational areas. This may be accomplished by, but need not be limited to, decals, posters, or brochures/pamphlets. (NUREG-0654/FEMA-REP-1, Evaluation Criteria G.1 and G.2)				
This statement must include:	Y	N	N/A	ALC Reference / Comments
a. Dates of dissemination	X			<u>ALC - Public Information pg. 3:</u> <ul style="list-style-type: none"> • “Xcel Energy supplied each risk county with emergency action plan (transient) brochures for distribution (Attachments 9 and 10). In January 2020 each risk county emergency management agency delivered these brochures to hotels, motels, campgrounds and recreational areas inside the 10-mile EPZ. Emergency action plan brochures and emergency planning guides provide residents and transient population with information about how they will be notified and what actions they should take in the event of a nuclear generating plant emergency.”
b. Means of dissemination	X			<u>ALC - Public Information pg. 3:</u> <ul style="list-style-type: none"> • The guide is delivered by mail or hand delivered to all hotels, motels, campgrounds, and recreational areas inside the 10-mile EPZ.
c. Identification of locations where information was distributed or posted	X			<u>ALC - Public Information pgs. 3-4:</u> <ul style="list-style-type: none"> • A detailed list of locations and quantities delivered can be found on pages 3-4 in the Minnesota ALC submission. • Sherburne County: 165 copies were distributed to hotels, motels, campgrounds and recreational areas. • Goodhue County: 775 copies were distributed to hotels, motels, campgrounds and recreational areas. • Wright County: 425 copies were distributed to hotels, motels, campgrounds and recreational areas.
d. Copies of all public information materials	X			<u>ALC - Public Information pg. 2 (Documents received FEMA RV/REP):</u> <ul style="list-style-type: none"> • Monticello: Sample copies of the 2020 Monticello Emergency Action Plan Transient Brochure (attachment 9). • Prairie Island: Sample Copies of the 2020 Prairie Island Emergency Action Plan Transient Brochure (attachment 10).
e. Organizations responsible for distribution	X			<u>ALC - Public Information pg. 2:</u> <ul style="list-style-type: none"> • Xcel Energy is responsible for distribution through mass-mailings.

3. A statement (if applicable) that yearly maintenance and updates on emergency public information signs located along rivers, parks, and other recreational areas were performed. (NUREG-0654 / FEMA-REP-1, Evaluation Criteria G.1 and G.2)				
This statement also:	Y	N	N/A	ALC Reference / Comments
a. Certifies that parks and other recreational areas were not expanded, nor were new transient areas added to the plume EPZ. If expansions or additions were made, a statement must be provided that the appropriate additional signs were installed.	X			<u>ALC - Public Information pg. 3:</u> <ul style="list-style-type: none"> • "There has been no expansion of transient or recreational population areas within the Prairie Island or Monticello EPZs."
b. Identifies organizations responsible for maintenance/ updates	X			<u>ALC - Public Information pg. 3:</u> <ul style="list-style-type: none"> • "Xcel Energy supplied each risk county with Emergency Action Plan Transient Brochure for distribution (Attachments 9 and 10)."
4. A statement that emergency public information materials for the ingestion pathway were updated and distributed. (NUREG-0654/FEMA-REP-1, Evaluation Criteria G.1 and G.2)				
This statement must include:	Y	N	N/A	ALC Reference / Comments
a. Means of dissemination	X			<u>ALC - Public Information pg. 2:</u> <ul style="list-style-type: none"> • "The ingestion pathway booklet is posted on the HSEM website (Attachment 11). Printed booklets are available for farmers and food producers, processors, and distributors in the Minnesota ingestion pathway counties. Xcel Energy included ingestion pathway information in the emergency planning guide that was mailed to all residents and businesses in the 10-mile EPZ." • This booklet is delivered by mail to all residents and businesses in the primary 10-mile EPZ.
b. Copies of public information materials	X			<u>ALC - Public Information Attachment 11:</u> <ul style="list-style-type: none"> • "Radiological Emergency Information for Farmers, Food Processors and Distributors Brochure."
5. A statement that annual media program was conducted to acquaint news media with emergency plans/procedures, information concerning radiation, and points of contact for release of public information in emergency. (NUREG-0654/FEMA-REP-1, Evaluation Criterion G.5)				
This statement must include:	Y	N	N/A	ALC Reference / Comments
a. Date(s) held	X			<u>ALC - Annual Media Briefing Materials pg. 5:</u> <ul style="list-style-type: none"> • "Public information officers (PIOs) from Xcel Energy, state agencies, and county agencies completed annual PIO training using the REP online training modules available on the HSEM website. "

b. Agencies/organizations invited/ participated	X			<u>ALC - Annual Media Briefing Materials pg. 5:</u> <ul style="list-style-type: none"> • “A total of 20 public information officers (PIOs) from Xcel Energy, state agencies, county agencies and the Prairie Island Indian Community attended a REP-specific public information officer training.”
c. Organizations that sponsored program	X			<u>ALC - Annual Media Briefing Materials pg. 5:</u> <ul style="list-style-type: none"> • Performed by Xcel Energy and The Minnesota Department of Public Safety Office of Communications.
d. Description of program	X			<u>ALC - Annual Media Briefing Materials pg. 5:</u> <ul style="list-style-type: none"> • “News media were invited to attend a media training program acquainting them with emergency plans, information concerning radiation and points of contact for the release of public information during a nuclear generating plant emergency.”
NOTE: In instances of poor attendance, in lieu of a meeting, a statement that program materials covering requisite topics were mailed to media representatives must be provided.				
Radiological Emergency Response Training				
1. A statement that initial training and annual retraining of personnel who implement radiological emergency response plans/procedures have been accomplished. (NUREG-0654/FEMA-REP-1, Evaluation Criterion O.5)				
Statement must include the following for all training conducted:	Y	N	N/A	ALC Reference / Comments
a. All required organizations were offered training pursuant to ORO plans/procedures	X			<u>ALC - Radiological Emergency Response Training pg. 17:</u> <ul style="list-style-type: none"> • “Classroom training, as required by the MEOP, Appendix one was cancelled due to the pandemic. All agencies and organizations that are required to complete annual training did so using the online training modules that are available on the HSEM website www.dps.mn.gov.”
b. Scope and purpose	X			<u>ALC - Radiological Emergency Response Training pg. 18:</u> <ul style="list-style-type: none"> • The scope and purpose of training are also discussed in the MEOP. With the exception of field team training, initial training is the same as annual refresher training. • On-line training modules are available on the HSEM website www.dps.mn.gov. • The four primary modules include 1) History and Overview of the REP Program, 2) Emergency Classification Levels, 3) Basics of Nuclear Power and 4) Basics of Radiation. This training is available to personnel to complete their annual off-year training.

c. Dates training were held	X		<p><u>ALC - Radiological Emergency Response Training pg. 18:</u></p> <p><u>Attachment 2 – PR-1 Events Data:</u></p> <ul style="list-style-type: none"> • Spreadsheets for each utility EPZ report the total number of training sessions conducted and total number of students for the listed OROs in each EPZ. Training dates are provided for the listed OROs in each EPZ.
d. Number of participants	X		<p><u>ALC - Radiological Emergency Response Training Attachment 2 – PR-1 Events Data:</u></p> <ul style="list-style-type: none"> • Spreadsheets for each utility EPZ report the total number of training sessions conducted and total number of students for the listed OROs in each EPZ. Training dates are provided for the listed OROs in each EPZ.
e. Agencies/organizations represented	X		<p><u>ALC - Radiological Emergency Response Training pg. 17:</u></p> <p><u>Attachment 2 – PR-1 Events Data:</u></p> <ul style="list-style-type: none"> • “All agencies and organizations that were invited to attend the training did so. A summary of these training events, scope and purpose, dates held, number of participants, agencies involved, and sponsoring agency is included in Attachment 2.”
f. Agencies/organizations invited, but who did not attend.	X		<p><u>ALC - Radiological Emergency Response Training pg. 18:</u></p> <p><u>Attachment 2 – PR-1 Events Data:</u></p> <ul style="list-style-type: none"> • “All agencies and organizations that were invited to attend the training did so. A summary of these training events, scope and purpose, dates held, number of participants, agencies involved, and sponsoring agency is included in Attachment 2.”
g. Organizations that sponsored the training.	X		<p><u>ALC - Radiological Emergency Response Training pg. 17:</u></p> <p><u>Attachment 2 – PR-1 Events Data:</u></p> <ul style="list-style-type: none"> • Training provided, class dates, and organization providing the training are listed.

Drills

NOTE: These drills shall not be part of a regularly scheduled exercise (NUREG-0654/FEMA-REP-1, Evaluation Criterion N.2), with exception of the annual medical drill. Only non-evaluated drills need to be reported in the ALC.

1. A statement that communication drills (NUREG-0654/FEMA-REP-1, Evaluation Criterion N.2.a) were conducted:

This statement must include:	Y	N	N/A	ALC Reference / Comments
a. Monthly between the State and OROs within plume EPZ	X			<p><u>ALC – Communications Drills (Type A) pg. 14:</u></p> <ul style="list-style-type: none"> • NSPM facility testing for the backup EOF is done on the first Monday of each month. Monticello tests on the second to last Wednesday of each month. Prairie Island tests every 28 days. • Sherburne (Jan – Dec) • Wright (Jan – Dec) • Goodhue (Jan – Dec) • Dakota (Jan – Dec) • State of Minnesota (Jan – Dec) <p><u>ALC - Attachment 2 – PR-1 Events Data:</u></p> <ul style="list-style-type: none"> • 2020 REP Communications Drills
b. Quarterly between State and Federal emergency response organizations and states within ingestion pathway EPZ	X			<p><u>ALC – Communications Drills (Type B) pg. 14-15:</u></p> <ul style="list-style-type: none"> • Communications checks with FEMA, Wisconsin, and within the ingestion pathway were conducted monthly. “Quarterly state to federal and risk county EOC communications testing is done concurrently with the monthly tests listed above.” • Wisconsin (Jan – Dec) • FEMA (Jan – Dec) <p><u>ALC - Attachment 2 – PR-1 Events Data:</u></p> <ul style="list-style-type: none"> • 2020 REP Communications Drills
c. Annually between NPP, State, and local emergency operations centers, and radiological field monitoring teams	X			<p><u>ALC – Communications Drills (Type C) pg. 9:</u></p> <ul style="list-style-type: none"> • Communications between the nuclear power plant, the State of Minnesota, and the counties were conducted on a monthly basis. • Monticello (Jan – Dec) • Prairie Island (Jan – Dec) <p><u>ALC - Attachment 2 – PR-1 Events Data:</u></p> <ul style="list-style-type: none"> • 2020 REP Communications Drills
d. Dates of communication drills and participating organizations	X			<p><u>ALC - Attachment 2 – PR-1 Events Data:</u></p> <ul style="list-style-type: none"> • 2020 REP Communications Drills

2. A statement that radiological monitoring drill related to plume EPZ was conducted annually and included collection and analyses of all sample media (e.g., water, vegetation, soil, and air) with provisions for communication and record keeping. Where a State is responsible for more than one site, the State portion of drills need not be done at each site. (NUREG-0654/FEMA-REP-1, Evaluation Criterion N.2.d)				
This statement must include:	Y	N	N/A	ALC Reference / Comments
a. Dates of monitoring drills	X			<u>ALC – Radiological Monitoring Drills pg. 17:</u> <ul style="list-style-type: none"> Two radiological monitoring drills were conducted in 2019. On May 23, 2019 both a morning and evening drill was conducted. Maple Grove FD and Plymouth FD participated in field team monitoring drills. The drills consisted of plume tracking and field sampling. <u>ALC - Attachment 2 – PR-1 Events Data:</u> <ul style="list-style-type: none"> Drill Dates
b. Organizations that participated	X			<u>ALC - Attachment 2 – PR-1 Events Data:</u> <ul style="list-style-type: none"> Drill dates and Attendees
NOTE: These drills must involve personnel and resources for field team coordination and field teams.				
3. A statement that health physics drills were conducted semiannually with licensees that included response to, and analyses of, simulated elevated airborne and liquid samples and direct radiation measurements in environment. Where a State is responsible for more than one site, the State portion of drills need not be done at each site. (NUREG-0654/FEMA-REP-1, Evaluation Criterion N.2.e)				
This statement must include:	Y	N	N/A	ALC Reference / Comments
a. Dates of health physics drills	X			<u>ALC – Radiological Monitoring Drills pg. 17:</u> <ul style="list-style-type: none"> Health physics drills were postponed due to the pandemic. On February 27, 2020 the Minnesota Department of Health hosted a training refresher class on RASCAL. Participants included personnel from HSEM, Minnesota Department of Health and the University of Minnesota. <u>ALC - Attachment 2 – PR-1 Events Data:</u> <ul style="list-style-type: none"> Drill Dates
b. Organizations that participated	X			<u>ALC - Attachment 2 – PR-1 Events Data:</u> <ul style="list-style-type: none"> Drill dates and Attendees
NOTE: Health physics drills must involve personnel and resources for dose assessment.				

24-Hour Staffing (NUREG-0654/FEMA-REP-1, Evaluation Criterion A.1.e)				
1. A statement that sufficient trained and capable staff is available to maintain 24-hour capability for protracted activation.				
This statement must include:	Y	N	N/A	ALC Reference / Comments
	X			<u>ALC – 24-Hour Staffing pg. 2:</u> <ul style="list-style-type: none"> “The state of Minnesota has a sufficient quantity of trained and capable personnel to provide 24-hour coverage of key staff positions for communications, direction and control of operations, notification and warning, accident assessment, information for the public and the media, radiological monitoring, protective response, medical, and public health support. The state of Minnesota and Risk Counties (Goodhue and Dakota) received actual incident credit their response to the COVID-19 pandemic.”
Emergency Facilities and Equipment (NUREG-0654/FEMA-REP-1, Evaluation Criteria H.3; G.3.a; J.10.h; J.12; K.5.b)				
1. Identification of facilities that are new or have had substantial changes in structure or mission since initial evaluation. A substantial change is one that has a direct affect or impact on the emergency response operations performed in those facilities.				
This statement must include:	Y	N	N/A	ALC Reference / Comments
a. Verification that the facility has been evaluated, or the expected date of the evaluation	X			<u>ALC – Emergency Facilities and Equip pg. 5:</u> <ul style="list-style-type: none"> “There are no significant changes to the other onsite or offsite facilities (Control Room, TSC, EOF, or backup EOF).”
2. Certification that no substantial changes in structure or mission of previously reported facilities have occurred since initial evaluation.				
This statement must affirm that:	Y	N	N/A	ALC Reference / Comments
a. There are no other new emergency response facilities, communications systems, or congregate care facilities	X			<u>ALC – Emergency Facilities and Equip pg. 5:</u> <ul style="list-style-type: none"> “There are no significant changes to the other onsite or offsite facilities (Control Room, TSC, EOF, or backup EOF).”
b. None of the other current facilities, communications systems, or congregate care facilities in the plans/procedures has undergone substantial changes	X			<u>ALC – Emergency Facilities and Equip pg. 5:</u> <ul style="list-style-type: none"> “There are no significant changes to the other onsite or offsite facilities (Control Room, TSC, EOF, or backup EOF).”

3. A statement that inspection, inventory, and operational checks were made of survey instruments utilized for radiological monitoring (evacuee and emergency worker) and environmental monitoring and analysis (radiological field monitoring teams and radiological laboratory) at least once each calendar quarter and upon each use. (NUREG-0654/FEMA-REP-1, Evaluation Criterion H.10)				
This statement must include:	Y	N	N/A	ALC Reference / Comments
a. Type of equipment	X			<u>ALC – Emergency Facilities and Equip pgs. 7-14:</u> <ul style="list-style-type: none"> • Ludlum Model 26 Survey Meters • Ludlum 2241 Response Kit • Direct Reading Dosimeters • Direct Reading Dosimeters • Electronic Dosimeters • Dosimeter Chargers • TLDs • Portal Monitors (TPM 903B) <u>ALC Attachment 1- PR-1 Equipment:</u> Attachment 1-PR-1 Equipment includes: <ul style="list-style-type: none"> • The type of equipment by agency • Detection Range • Quantity on hand • Calibration (Quarterly) • Where the equipment is used at • Where the equipment is stored
b. Quantity of equipment	X			<u>ALC Attachment 1- PR-1 Equipment:</u> Attachment 1-PR-1 Equipment includes: <ul style="list-style-type: none"> • The type of equipment by agency • Detection Range • Quantity on hand • Calibration (Quarterly) • Where the equipment is used at • Where the equipment is stored
c. Location of equipment	X			<u>ALC Attachment 1- PR-1 Equipment:</u> Attachment 1-PR-1 Equipment includes: <ul style="list-style-type: none"> • The type of equipment by agency • Detection Range • Quantity on hand • Calibration (Quarterly) • Where the equipment is used at • Where the equipment is stored
d. Calibration frequency <ul style="list-style-type: none"> • Per manufacturer's specs • Not greater than annually 	X			<u>ALC Attachment 1- PR-1 Equipment:</u> Attachment 1-PR-1 Equipment includes: <ul style="list-style-type: none"> • The type of equipment by agency • Detection Range • Quantity on hand • Calibration (Quarterly) • Where the equipment is used at • Where the equipment is stored

e. Dates of inspection/inventory check <ul style="list-style-type: none"> • Per manufacturer's specs • Not greater than annually 	X			<p><u>ALC – Emergency Facilities and Equip pgs. 7-14:</u></p> <ul style="list-style-type: none"> • “The following is a year-end inventory of radiological emergency preparedness equipment stockpiles. Attachment 1 describes the inspection, inventory, operational check and calibration schedule of this equipment.” <p><u>ALC Attachment 1- PR-1 Equipment:</u></p> <p>Attachment 1-PR-1 Equipment includes:</p> <ul style="list-style-type: none"> • The type of equipment by agency • Detection Range • Quantity on hand • Calibration (Quarterly) • Where the equipment is used at • Where the equipment is stored
4. A statement that survey instruments utilized for measuring radiation during environmental monitoring and analysis (field teams and radiological laboratories) were calibrated at intervals recommended by supplier of equipment (NUREG-0654/FEMA-REP-1, Evaluation Criterion H.10)				
If calibration occurred, the statement must include:	Y	N	N/A	ALC Reference / Comments
a. Type of equipment	X			<p><u>ALC – Emergency Facilities and Equip pgs. 5-14:</u></p> <ul style="list-style-type: none"> • “The Minnesota Department of Health Public Health Laboratory Division maintains their laboratory analysis equipment per manufacturer's recommendations and in accordance with their Environmental Protection Agency (EPA) certification.” • “It is the policy of the Minnesota REP program to regularly maintain, inspect, inventory and check the operation of survey instruments used for radiological/environmental monitoring and analysis. Instruments are also inspected before and after each use. The report in Attachment 1 (2019 List of equipment checks, inventories and calibrations) supports this policy.” <p><u>ALC Attachment 1- PR-1 Equipment:</u></p> <p>Attachment 1-PR-1 Equipment includes:</p> <ul style="list-style-type: none"> • The type of equipment by agency • Detection Range • Quantity on hand • Calibration (Quarterly) • Where the equipment is used at • Where the equipment is stored

b. Quantity of equipment	X			<u>ALC Attachment 1- PR-1 Equipment:</u> Attachment 1-PR-1 Equipment includes: <ul style="list-style-type: none"> • The type of equipment by agency • Detection Range • Quantity on hand • Calibration (Quarterly) • Where the equipment is used at • Where the equipment is stored
c. Location of equipment	X			<u>ALC Attachment 1- PR-1 Equipment:</u> Attachment 1-PR-1 Equipment includes: <ul style="list-style-type: none"> • The type of equipment by agency • Detection Range • Quantity on hand • Calibration (Quarterly) • Where the equipment is used at • Where the equipment is stored
d. Dates of calibration	X			<u>ALC Attachment 1- PR-1 Equipment:</u> Attachment 1-PR-1 Equipment includes: <ul style="list-style-type: none"> • The type of equipment by agency • Detection Range • Quantity on hand • Calibration (Quarterly) • Where the equipment is used at • Where the equipment is stored
5. A statement that direct-reading dosimetry has been tested for accuracy. All Direct-Reading Dosimeters (DRDs) shall be inspected for electrical leakage at least annually. CDV-138s must be inspected for electrical leakage quarterly. Dosimeters shall be recharged or replaced as necessary. (NUREG-0654/FEMA-REP-1, Evaluation Criterion H.10)				
This statement must include:	Y	N	N/A	ALC Reference / Comments
a. Type of equipment	X			<u>ALC – Emergency Facilities and Equip pg. 6:</u> <ul style="list-style-type: none"> • “Adequate supplies of thermo-luminescent dosimeters (TLDs) have been maintained throughout 2020. TLDs are not read unless radiation exposure from an actual event has taken place.” • “The appropriate offsite response agencies stockpile and inventory high and low range (0-20R and 0-200mR) self-reading dosimeters for emergency worker exposure control. HSEM sends self-reading dosimeters to a calibration facility for an electrical leak check and radiation response check on an annual basis. This is also done for risk counties and other state agencies. There are no CDV-138 dosimeters used in the program that require quarterly leak checks.” <u>ALC Attachment 1- PR-1 Equipment:</u> <ul style="list-style-type: none"> • The provided DRD attachment contains the quantity, inventory by type and calibration certificates for the dosimeters from the manufacture.

b. Quantity of equipment	X		<p><u>ALC – Emergency Facilities and Equip pgs. 8-13:</u></p> <ul style="list-style-type: none"> • Arrow Tech DRD 0-200 mR: 640 (HSEM) • Arrow Tech DRD 0-20 R: 640 (HSEM) • Arrow Tech DRD 0-200 mR: 240 (Wright County) • Arrow Tech DRD 0-20 R: 240 (Wright County) • Arrow Tech DRD 0-200 mR: 640 (Goodhue County) • Arrow Tech DRD 0-20 R: 640 (Goodhue County) • Arrow Tech DRD 0-200 mR: 140 (Sherburne Cty.) • Arrow Tech DRD 0-20 R: 140 (Sherburne Cty.) • Arrow Tech DRD 0-200 mR: 140 (Dakota County) • Arrow Tech DRD 0-20 R: 140 (Dakota County) <p><u>ALC Attachment 1- PR-1 Equipment:</u></p> <ul style="list-style-type: none"> • The provided DRD attachment contains the quantity, inventory by type, and calibration certificates for the dosimeters from the manufacture.
c. Location of equipment	X		<p><u>ALC – Emergency Facilities and Equip pgs. 8-13:</u></p> <ul style="list-style-type: none"> • MN HSEM • MN Department of Health • Wright County EOC • Sherburne County EOC • Goodhue County EOC • Dakota County EOC • Maple Grove Fire Department • Plymouth Fire Department • MN Department of Ag • MN Department of Natural Resources • MN Department of Human Services (various loc.) • Fairview Northland Hospital • North Memorial Medical • Regions Hospital • St. Cloud Hospital • St. Elizabeth’s Medical Center <p><u>ALC Attachment 1- PR-1 Equipment:</u></p> <p>Attachment 1-PR-1 Equipment includes:</p> <ul style="list-style-type: none"> • The type of equipment by agency • Detection Range • Quantity on hand • Calibration (Quarterly) • Where the equipment is used at • Where the equipment is stored

d. Dates of calibration	X			<p><u>ALC – Emergency Facilities and Equip pgs. 8-13:</u></p> <ul style="list-style-type: none"> • “The appropriate offsite response agencies stockpile and inventory high and low range (0-20R and 0-200mR) self-reading dosimeters for emergency worker exposure control. HSEM sends self-reading dosimeters to a calibration facility for an electrical leak check and radiation response check on an annual basis. This is also done for risk counties and other state agencies. There are no CDV-138 dosimeters used in the program that require quarterly leak checks.” <p><u>ALC Attachment 1- PR-1 Equipment:</u></p> <ul style="list-style-type: none"> • The provided DRD attachment contains the quantity, inventory by type and calibration certificates for the dosimeters from the manufacture.
<p>6. A statement that sufficient quantities of potassium iodide (KI) are available for emergency workers, institutionalized individuals, and if the plan calls for it, the general public. (NUREG-0654/FEMA- REP-1, Evaluation Criterion J.10.e) If quantities of KI were not verified by FEMA during most recent biennial exercise:</p>				
This statement must include:	Y	N	N/A	ALC Reference / Comments
a. Amounts of KI available	X			<p><u>ALC – Emergency Facilities and Equip pgs. 6-13:</u></p> <ul style="list-style-type: none"> • “The state of Minnesota has a program which pre-positions KI for emergency workers, schools and, institutionalized individuals; and distributes KI to the general public, businesses, and daycare facilities in each of the two 10-mile EPZs. Participation by the general public, businesses and daycare facilities in this program is voluntary. “ • “Sufficient quantities of KI are pre-positioned and available for emergency workers, schools, and institutionalized individuals. The locations of pre-positioned KI are described in Attachment 1. The MDH Warehouse has 38,400 boxes (384,000 adult doses) of KI available for distribution. All pre-positioned KI expires in March 2025.” • “Vouchers for free KI were made available in the 2020 Emergency Planning Guides (Attachments 7 and 8), which can be redeemed by residents within the two 10-mile EPZs at participating CVS Pharmacies located inside Target stores. In 2020, 98 households, zero businesses, and zero dependent care facilities redeemed vouchers for free KI.”

b. Storage locations	X			<u>ALC – Emergency Facilities and Equip pgs. 7-13:</u> <ul style="list-style-type: none"> • MN HSEM • MN Department of Health • Wright County EOC • Sherburne County EOC • Goodhue County EOC • Dakota County EOC • Maple Grove Fire Department • Plymouth Fire Department
c. Expiration date(s)	X			<u>ALC – Emergency Facilities and Equip pg. 8:</u> <ul style="list-style-type: none"> • “Sufficient quantities of KI are pre-positioned and available for emergency workers, schools, and institutionalized individuals. The locations of pre-positioned KI are described in Attachment 1. The MDH Warehouse has 38,400 boxes (384,000 adult doses) of KI available for distribution. All pre-positioned KI expires in March 2025.”
Alert and Notification				
1. A statement that a routine siren testing program was completed pursuant to the design report.				
This statement must include:	Y	N	N/A	ALC Reference / Comments
a. Type of tests conducted in accordance with established schedule	X			<u>ALC – Alert and Notification pgs. 17-18:</u> <ul style="list-style-type: none"> • Monthly summaries by Utility • Details reported in ALC Attachment 3 and 4. <u>ALC - Attachment 3 – Monticello Siren Test Report:</u> <ul style="list-style-type: none"> • Siren Report Data <u>ALC - Attachment 4 – Prairie Island Siren Test Report:</u> <ul style="list-style-type: none"> • Siren Report Data
b. Dates of tests	X			<u>ALC – Alert and Notification pgs. 17-18:</u> <p>Various dates reported in separate attachments by Utility:</p> <ul style="list-style-type: none"> • Monticello (Sirens are tested on the first Wednesday of each month). • Prairie Island (Sirens are tested on the first Wednesday of each month). <u>ALC - Attachment 3 – Monticello Siren Test Report:</u> <ul style="list-style-type: none"> • Siren Report Data <u>ALC - Attachment 4 – Prairie Island Siren Test Report:</u> <ul style="list-style-type: none"> • Siren Report Data

<p>c. Number of sirens tested operable and inoperable</p> <p><u>Ref: RPM:</u></p> <ul style="list-style-type: none"> • Silent tests should be conducted every two weeks • Growl tests should be conducted at least quarterly • Full-scale testing should be conducted annually and as required for formal exercises • Other siren testing program will be reviewed on a case-by-case basis. 	X			<p><u>ALC – Alert and Notification pgs. 17-18:</u></p> <p>Details reported in ALC Attachment 3 and 4:</p> <ul style="list-style-type: none"> • Monticello (Full test Sirens are tested on the first Wednesday of each month /99.91%) • Prairie Island (Full test Sirens are tested on the first Wednesday of each month /99.8%) <p><u>ALC - Attachment 3 – Monticello Siren Test Report:</u></p> <ul style="list-style-type: none"> • Siren Report Data <p><u>ALC - Attachment 4 – Prairie Island Siren Test Report:</u></p> <ul style="list-style-type: none"> • Siren Report Data
2. Analysis of percentage of operable sirens.				
This must be at least 90 percent and include:	Y	N	N/A	ALC Reference / Comments
<p>a. Computation of siren operability (percentage of sirens operable) for the immediately preceding calendar year. This is determined by simple average of all regularly conducted tests employed as part of testing program (e.g., silent, growl, full cycle).</p> <p><u>Note:</u> Calculations will be checked by specialist to substantiate results.</p>	X			<p><u>ALC – Alert and Notification pgs. 17-18:</u></p> <p>Details reported in ALC Attachment 3 and 4:</p> <ul style="list-style-type: none"> • Monticello (Full test Sirens are tested on the first Wednesday of each month /99.91%) • Prairie Island (Full test Sirens are tested on the first Wednesday of each month /99.8%) <p><u>ALC - Attachment 3 – Monticello Siren Test Report:</u></p> <ul style="list-style-type: none"> • Siren Report Data <p><u>ALC - Attachment 4 – Prairie Island Siren Test Report:</u></p> <ul style="list-style-type: none"> • Siren Report Data
<p>b. Description (or calculations) of method used to calculate siren operability percentage</p> <p><u>Ref: RPM:</u> Fixed Siren Maintenance Program.</p>	X			<p><u>ALC – Alert and Notification pgs. 17-18:</u></p> <ul style="list-style-type: none"> • “These percentages were calculated using the NRC-endorsed methodology described in NEI 99-02. • Monticello (Full test Sirens are tested on the first Wednesday of each month /99.91%) • Prairie Island (Full test Sirens are tested on the first Wednesday of each month /99.8%) <p><u>ALC - Attachment 3 – Monticello Siren Test Report:</u></p> <ul style="list-style-type: none"> • Siren Report Data <p><u>ALC - Attachment 4 – Prairie Island Siren Test Report:</u></p> <ul style="list-style-type: none"> • Siren Report Data

3. A statement (if applicable) that a maintenance program for residential tone alert radios has been properly implemented.				
This statement must specify the type and frequency of residential tone alert radio (as part of primary ANS) tests conducted and include assurances that:	Y	N	N/A	ALC Reference / Comments
a. Registers, containing list of addresses where equipment is located, have been updated to reflect additions or changes	X			<u>ALC – Emergency alert radio receivers pg.17-18:</u> <ul style="list-style-type: none"> • "The Prairie Island "Annual PANS Review Report" (Attachment 5) contains registers of operability testing and maintenance performed on emergency alert radio receivers in Xcel Energy facilities and the Prairie Island Indian Community administration building." • "The City of Red Wing and the counties of Goodhue and Dakota test and maintain their own receivers. The City of Red Wing maintains 45 weather radios for the purpose of notification at various locations. Testing, maintenance and placement of these tone alert systems is detailed in Attachment 5. These radios are tested annually by the City of Red Wing." <u>ALC - Attachment 5 – Red Wing Tone Alert:</u> <ul style="list-style-type: none"> • Tone Alert Radio Data
b. Registers include individuals who have refused this equipment			X	<u>ALC – Emergency alert radio receivers pg.17-18:</u> <ul style="list-style-type: none"> • "No business or institution has refused placement of this equipment." <u>ALC - Attachment 5 – Red Wing Tone Alert:</u> <ul style="list-style-type: none"> • Tone Alert Radio Data
c. Equipment operating checks have been completed or offered to residents with this equipment	X			<u>ALC – Emergency alert radio receivers pg.17-18:</u> <ul style="list-style-type: none"> • "Included in this report are registers of businesses with emergency alert receivers (Attachment 5). These registers contain names, addresses and results of the annual check. The contact person for each radio has received written guidance regarding usage and testing, as well as telephone numbers for assistance and maintenance. No business or institution has refused placement of this equipment." <u>ALC - Attachment 5 – Red Wing Tone Alert:</u> <ul style="list-style-type: none"> • Tone Alert Radio Data

d. Tests identifying frequency were conducted offering the public a means to self-test its receivers	X		<p><u>ALC – Emergency alert radio receivers pg.17-18:</u></p> <ul style="list-style-type: none"> • "Included in this report are registers of businesses with emergency alert receivers (Attachment 5). These registers contain names, addresses and results of the annual check. The contact person for each radio has received written guidance regarding usage and testing, as well as telephone numbers for assistance and maintenance. No business or institution has refused placement of this equipment." <p><u>ALC - Attachment 5 – Red Wing Tone Alert:</u></p> <ul style="list-style-type: none"> • Tone Alert Radio Data
e. Necessary written guidance was provided that addressed:	X		<p><u>ALC – Emergency alert radio receivers pg.17-18:</u></p> <ul style="list-style-type: none"> • "Included in this report are registers of businesses with emergency alert receivers (Attachment 5). These registers contain names, addresses and results of the annual check. The contact person for each radio has received written guidance regarding usage and testing, as well as telephone numbers for assistance and maintenance. No business or institution has refused placement of this equipment." <p><u>ALC - Attachment 5 – Red Wing Tone Alert:</u></p> <ul style="list-style-type: none"> • Tone Alert Radio Data
f. General usage	X		<p><u>ALC – Emergency alert radio receivers pg.19:</u></p> <ul style="list-style-type: none"> • "Included in this report are registers of businesses with emergency alert receivers (Attachment 5). These registers contain names, addresses and results of the annual check. The contact person for each radio has received written guidance regarding usage and testing, as well as telephone numbers for assistance and maintenance. No business or institution has refused placement of this equipment." <p><u>ALC - Attachment 5 – Red Wing Tone Alert:</u></p> <ul style="list-style-type: none"> • Tone Alert Radio Data
g. Self-testing frequency and method	X		<p><u>ALC – Emergency alert radio receivers pg.17-18:</u></p> <ul style="list-style-type: none"> • "Included in this report are registers of businesses with emergency alert receivers (Attachment 5). These registers contain names, addresses and results of the annual check. The contact person for each radio has received written guidance regarding usage and testing, as well as telephone numbers for assistance and maintenance. No business or institution has refused placement of this equipment." <p><u>ALC - Attachment 5 – Red Wing Tone Alert:</u></p> <ul style="list-style-type: none"> • Tone Alert Radio Data

h. Suggested placement to facilitate efficient use	X			<p><u>ALC – Emergency alert radio receivers pg.17-18:</u></p> <ul style="list-style-type: none"> • "Included in this report are registers of businesses with emergency alert receivers (Attachment 5). These registers contain names, addresses and results of the annual check. The contact person for each radio has received written guidance regarding usage and testing, as well as telephone numbers for assistance and maintenance. No business or institution has refused placement of this equipment." <p><u>ALC - Attachment 5 – Red Wing Tone Alert:</u></p> <ul style="list-style-type: none"> • Tone Alert Radio Data
i. Maintenance program details	X			<p><u>ALC – Emergency alert radio receivers pg.19:</u></p> <ul style="list-style-type: none"> • Included in this report are registers of businesses with emergency alert receivers (Attachment 5). These registers contain names, addresses and results of the annual check. The contact person for each radio has received written guidance regarding usage and testing, as well as telephone numbers for assistance and maintenance. No business or institution has refused placement of this equipment." <p><u>ALC - Attachment 5 – Red Wing Tone Alert:</u></p> <ul style="list-style-type: none"> • Tone Alert Radio Data
4. A statement specifying type and frequency of routine testing of all applicable alerting systems, other than sirens and tone alert radios. This testing must be performed at least annually.				
Alerting methods may include:	Y	N	N/A	ALC Reference / Comments
a. Mobile route alerting and Notification	X			<p><u>ALC – Alert and Notification pg. 18:</u></p> <ul style="list-style-type: none"> • "The areas, methods used, and resources for mobile route alerting remain unchanged. Annual testing is performed on these special alerting methods."
b. Aircraft route alerting and Notification			X	N/A
c. Institutional alerting mechanisms in schools, hospitals, nursing homes, etc.	X			<p><u>ALC – Alert and Notification pg. 18:</u></p> <ul style="list-style-type: none"> • Institutional alert mechanism in schools, hospital, nursing homes not addressed in ALC. • Systems observed during 2019 REP exercise.

d. Automatic telephone dialers/switching equipment			X	<u>ALC – Alert and Notification pg. 18:</u> <ul style="list-style-type: none"> • “Sherburne and Wright counties use an approved dial-up network notification system instead of tone alert radios. This system is tested during monthly siren testing.” • “Dakota County tested its Emergency Alert notification system for the area within the Prairie Island NGP 10-mile EPZ. This system is tested annually.”
e. Modulated power lines			X	None known & not addressed in ALC.
f. Type and frequency of residential tone alert radio (as part of primary ANS) tests conducted			X	None known & not addressed in ALC.
5. A statement (if applicable) that a maintenance program for alerting systems other than sirens and tone alert radios (e.g., radios in schools/hospitals) has been properly implemented.				
This statement must include assurances that:	Y	N	N/A	ALC Reference / Comments
a. Registers, containing list of addresses where equipment is located, have been updated to reflect additions or changes	X			<u>ALC – Alert and Notification pg. 18:</u> <ul style="list-style-type: none"> • Attachment 5 “Annual PANS Report”. “These registers contain names, addresses and results of the annual check. The contact person for each radio has received written guidance regarding usage and testing, as well as telephone numbers for assistance and maintenance. No business or institution has refused placement of this equipment. ”
b. Registers include organizations that have refused this equipment or information	X			<u>ALC – Alert and Notification pg. 18:</u> <ul style="list-style-type: none"> • Statement on pg. 19 states “No business or institution has refused placement of this equipment.”
c. Equipment operating checks have been completed or offered	X			<u>ALC – Alert and Notification pg. 18:</u> <ul style="list-style-type: none"> • Attachment 5 “Annual PANS Report” includes registers of businesses with emergency alert receivers. The registers contain names, addresses, and results of the annual check.
d. Necessary written guidance was provided that addressed:	X			<u>ALC – Alert and Notification pg. 18:</u> <ul style="list-style-type: none"> • Statement on pg. 18 states “The contact person of each radio has received written guidance regarding usage and testing, as well as telephone numbers for assistance and maintenance.”

e. General usage	X			<u>ALC – Alert and Notification pg. 18:</u> <ul style="list-style-type: none"> Statement on pg. 18 states “The contact person of each radio has received written guidance regarding usage and testing, as well as telephone numbers for assistance and maintenance.”
f. Suggested placement to facilitate efficient use	X			<u>ALC – Alert and Notification pg. 18:</u> <ul style="list-style-type: none"> Statement on pg. 18 states “The contact person of each radio has received written guidance regarding usage and testing, as well as telephone numbers for assistance and maintenance.”
g. Maintenance program details	X			<u>ALC – Alert and Notification pg. 18:</u> <ul style="list-style-type: none"> Statement on pg. 18 states “The contact person of each radio has received written guidance regarding usage and testing, as well as telephone numbers for assistance and maintenance.”
h. Telephone numbers for repair or replacement	X			<u>ALC – Alert and Notification pg. 18:</u> <ul style="list-style-type: none"> Statement on pg. 19 states “The contact person of each radio has received written guidance regarding usage and testing, as well as telephone numbers for assistance and maintenance.”
6. A statement (if applicable) for exception areas requiring alert and Notification methods, other than sirens and tone alert radios (e.g., aircraft and/or mobile route alerting and Notification) that routes, alerting methods, and resources remain unchanged. If changes did occur, design report must be updated to reflect modifications.				
This statement must include assurances that:	Y	N	N/A	ALC Reference / Comments
The routes, alerting methods, and resources remain unchanged.			X	<u>ALC – Alert and Notification pg. 18:</u> <ul style="list-style-type: none"> Addressed in the ALC Submission by the statement “No permanent population has relocated into areas not covered by sirens.”
7. A statement that siren sound pressure/population density requirements have been met.				
This statement must include assurances that:	Y	N	N/A	ALC Reference / Comments
a. In areas where siren sound pressure level is less than 60 dBc, population remains below 2,000 persons per square mile	X			<u>ALC – Alert and Notification pg. 18:</u> <ul style="list-style-type: none"> “In areas that siren pressure is less than 70 decibels the population levels remain below 2,000 people per square mile as stated in the initial design report.”
b. If population has increased to the level of 2000 persons per square mile, siren sound pressure levels must be increased, and design report modified			X	<u>ALC – Alert and Notification pg. 18:</u> <ul style="list-style-type: none"> Monticello and Prairie Island reported no significant increase in population has occurred.

8. A statement (if applicable) that in areas not covered by sirens, no permanent population has relocated into these areas. In areas of EPZ where no permanent population exists and transients would not frequent, a letter certifying this fact was provided with initial design report. State must certify that this condition remains unchanged; no permanent or transient population has relocated in these areas. If relocation did occur, sirens, tone alert radios, or other means for alerting these individuals would then be required.

This statement must include assurances that:	Y	N	N/A	ALC Reference / Comments
			X	No permanent population has relocated into areas not previously covered by the ANS as identified by the 2010 Census. There has been no development of any areas not covered by the ANS systems, which would encourage any transient population to frequent these areas.