



First and Field Responders Working Group (FFRWG)

FFRWG Charter

December 3, 2009

Purpose

The purpose of the U.S. Department of Energy (DOE)/National Nuclear Security Administration (NNSA) First and Field Responders Working Group (FFRWG) is to provide a forum to facilitate the interaction, and sharing of information and resources among first and field responders throughout the DOE/NNSA complex.

Mission

The FFRWG will promote and assist members in developing and sharing first response information inclusive of, but not limited to, the areas of response methodology; current and evolving technology; communication and training methods; pre-planning and mutual-aid systems; response challenges; changing standards of operation (e.g. CFR, NFPA, standard of care); and policies and procedures for the continual improvement of first and field response capabilities throughout the DOE/NNSA complex.

Objectives

1. Serve as the DOE/NNSA focal point for first and field response issues.
2. Function as a DOE/NNSA repository for first and field response information and resources by maintaining a SharePoint site as a sharing location for working group members.
3. Collect and distribute response information for use by DOE/NNSA first and field response personnel.
4. Promote DOE/NNSA-wide best practices for implementing response.
5. Establish and maintain liaison with other EMI SIG and DOE/NNSA committees that have mutual interests. The FFRWG shall advise, as requested, all other DOE/NNSA committees on emergency planning and response information and promote cooperation among these committees in areas of common interest.
6. Provide regularly scheduled information-sharing phone conferencing, video conferencing when needed, and annual meetings for its members.



First and Field Responders Working Group (FFRWG)

Membership

Membership in the FFRWG is open to all DOE/NNSA first and field response personnel and organizations with first response responsibility and an interest in sharing information, methodologies, and systems for the mutual benefit of responders across the DOE/NNSA complex.

Leadership

Initial leadership of the FFRWG will come from voluntary co-chairs of the group. The co-chairs will be responsible for ensuring that progress on group activities is made at a reasonable pace and in accordance with the desires of the group. Leadership of the FFRWG after the first year will be determined by the group at its meeting during the EMI SIG annual conference.

Advisors to the FFRWG will come from the DOE Office of Emergency Management and the EMI SIG Steering Committee. The Oak Ridge Institute for Science and Education (ORISE) will provide coordination support for the group.

FFRWG Meetings

The FFRWG will meet via scheduled teleconference or video conference as needed. Subsequent meetings will be scheduled at the conclusion of each meeting. When the physical presence of FFRWG members is required, special meetings may be scheduled.

FFRWG meetings will normally be held in conjunction with the EMI SIG Annual Meeting and other regularly scheduled workshops and conferences at which the attendance of first and field response professionals, management, and oversight personnel is expected.