



REGULATORY
POLICY

Nuclear Emergency Management

P-325

May 2006

TYPES OF REGULATORY DOCUMENTS

Regulatory documents support the Canadian Nuclear Safety Commission (CNSC) regulatory framework. By expanding on expectations set out in general terms in the *Nuclear Safety and Control Act* and associated regulations, regulatory documents provide one of the core management tools upon which the CNSC relies to fulfill its legislated obligations.

The regulatory documents most commonly published by the CNSC are *regulatory policies*, *regulatory standards*, and *regulatory guides*. At the highest level, regulatory policies provide the direction for regulatory standards and guides, which serve as the policy “instruments.” A fourth type of regulatory document, the *regulatory notice*, is issued when warranted. Because the information in a *regulatory notice* must be conveyed with relative urgency, the development process is faster than that applied to the other documents.

Regulatory Policy (P): The regulatory policy describes the philosophy, principles or fundamental factors on which the regulatory activities associated with a particular topic or area of concern are based. It describes why a regulatory activity is warranted, and therefore promotes consistency in the interpretation of regulatory requirements.

Regulatory Standard (S): The regulatory standard clarifies CNSC expectations of what the licensee should do, and becomes a legal requirement when it is referenced in a licence or other legally enforceable instrument. The regulatory standard provides detailed explanation of the outcomes the CNSC expects the licensee to achieve.

Regulatory Guide (G): The regulatory guide informs licensees about how they can meet CNSC expectations and requirements. It provides licensees with a recommended approach for meeting particular aspects of the requirements and expectations associated with their respective licensed activities.

Regulatory Notice (N): The regulatory notice notifies licensees and other stakeholders about significant matters that warrant timely action.

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NUCLEAR EMERGENCY MANAGEMENT

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Ce document est également disponible en français sous le titre Gestion des urgences nucléaires.

Document availability

The document can be viewed on the CNSC Internet website at (www.nuclearsafety.gc.ca).
Copies may be ordered in English or French using the contact information below:

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NUCLEAR EMERGENCY MANAGEMENT

1.0 PURPOSE

The purpose of this Regulatory Policy is to provide guiding principles and direction for Canadian Nuclear Safety Commission (CNSC) staff activities relating to nuclear emergency management.

2.0 SCOPE

This Regulatory Policy describes CNSC staff activities relating to nuclear emergency management. It applies to officers and employees of the CNSC, and its authorized representatives or agents.

3.0 DEFINITIONS

Nuclear Emergency: An abnormal situation that may increase the risk of harm to the health and safety of persons, the environment, or national security, and that requires the immediate attention of the CNSC.

Nuclear Emergency Management: The organized effort to prevent, prepare for, respond to and recover from a nuclear emergency.

Nuclear Emergency Management Program: This Nuclear Emergency Management Policy, together with the Nuclear Emergency Management Plan and approved supporting procedures, guidelines and other documents, comprise the CNSC's Nuclear Emergency Management Program.

Nuclear Emergency Organization (NEO): Led by the Emergency Director, the NEO carries out all CNSC activities needed to effectively respond to the emergency.

Stakeholders: Individuals and organizations with whom the CNSC has direct or indirect relationships, including all CNSC officers and employees, its authorized representatives and agents, licensees, special interest groups, non-governmental organizations, other government departments and agencies, including international organizations, media and the public.

4.0 PRINCIPLES

The CNSC adheres to the following principles regarding nuclear emergency management:

1. The top priorities in managing a nuclear emergency are health, safety, security and the environment;
2. Nuclear emergencies are managed in accordance with Section 9 of the *Nuclear Safety and Control Act* (NSCA), which outlines the mandate of the Commission;
3. A risk-informed approach is used; and
4. Activities are coordinated with relevant stakeholders.

5.0 POLICY STATEMENT

It is the policy of the CNSC to perform the following tasks with respect to nuclear emergency management:

1. Respond to nuclear emergencies in accordance with the mandate of the Commission as defined in Section 9 of the NSCA;
2. Maintain a Nuclear Emergency Management Plan, along with supporting procedures and guidelines, to address the CNSC's response to a nuclear emergency;
3. Ensure that the CNSC's response to a nuclear emergency is commensurate with the associated risk;
4. Maintain the capability to receive notice of actual or potential nuclear emergencies, and ensure that the Nuclear Emergency Management Plan can be activated at any time;
5. Maintain an Emergency Operations Centre that is ready and able to be immediately activated;
6. Establish a Nuclear Emergency Organization (NEO) and appoint and train the number of appropriately trained officers and employees needed to maintain an effective response throughout a nuclear emergency;
7. Delegate authority to members of the NEO so that they can carry out their roles and responsibilities, as necessary;
8. Provide the guidance and resources needed for the health, safety and security of officers and employees of the CNSC, and its authorized representatives and agents, during training, exercises and actual emergencies;
9. Provide adequate resources to develop, administer, maintain, coordinate and support all aspects of the Nuclear Emergency Management Program; and
10. Coordinate nuclear emergency management activities with stakeholders and, as appropriate, share information to enable informed, efficient decision making.

6.0 EMERGENCY ROLES AND RESPONSIBILITIES

6.1 Nuclear Emergency Organization

In the event of a nuclear emergency, the CNSC activates the NEO to respond to the situation. The NEO is separate from the CNSC's normal management structure and is therefore active during the nuclear emergency only.

The NEO consists of regional, site and headquarters staff reassigned from their normal duties. An on-site team collects and relays information between the emergency site and the CNSC Emergency Operations Centre, which acts as directed or as appropriate.

6.2 CNSC Staff Organization

6.2.1 Chief Executive Officer

The Chief Executive Officer is responsible for the overall administration of nuclear emergency management activities and their integration with other internal and external key functions.

6.2.2 Executive Committee

The Executive Committee advises the President, as Chief Executive Officer of the CNSC, and exercises decision-making authority on nuclear emergency management activities.

6.2.3 Office of the President

The Office of the President supplies legal and administrative support personnel to the NEO.

6.2.4 Secretariat

The Secretariat supplies the NEO with personnel to liaise with the Commission.

6.2.5 Operations Branch

The Operations Branch supplies scientific, technical and regulatory support personnel to the NEO.

6.2.6 Corporate Services Branch

The Corporate Services Branch supplies the NEO with personnel that will provide communications, logistics, human resources, information technology, finance, library, records, and security support.

6.2.7 Office of Communications and Regulatory Affairs

The Office of Communications and Regulatory Affairs supplies the NEO with personnel that will provide communications support and will help maintain stakeholder relations.

7.0 EVALUATION

This policy's effectiveness, and the CNSC's adherence to it, will be evaluated in accordance with management priorities.

8.0 POLICY AUTHORITY

This Regulatory Policy is issued under the authority of the *Nuclear Safety and Control Act*.