

I-4. REMEDIAL INVESTIGATION SCOPING WORKSHOP OPERATING INSTRUCTIONS

The following delineates the Federal Facility Agreement (FFA) operating instructions to ensure active communications prior to initiating the remedial investigation (RI) phase for any operable unit (OU) identified at the Oak Ridge Reservation. The purposes of the operating instructions are to (1) establish the quality and quantity of data required for clearly linking the data collection efforts with decision required for problem resolution early in the RI Work Plan development phase and (2) provide a framework for managing uncertainty and facilitating decision making throughout the environmental restoration process. The following FFA operating instruction will be used for any OU/Waste Area Grouping (WAG) entering into the RI Work Plan phase and should be considered for any OUs/WAGs currently in the RI phase for which an RI report has not yet been produced.

1. Upon the identification of the DOE contractor project team, the DOE program manager will schedule a project scoping workshop with Tennessee Department of Environment and Conservation (TDEC) and Environmental Protection Agency (EPA) team members.
2. Pertinent OU/WAG data should be identified, located and documented in an initial OU document list. Historical environmental monitoring data should be compiled and summarized by media. A copy of the document list and data summary should be sent to EPA and TDEC prior to the scheduled scoping meeting (30 days is recommended).
3. The appropriate Technical Information Officer will be contacted to ascertain whether there are classification issues concerning the OU. If classification issues will be a factor in the field work and documents to be produced, the scoping-workshop team will determine the FFA document format to be developed and whether regulatory comments will be a clearance issue.
4. In general a 2- to 5-day workshop will be held to scope the RI/FS. This scoping workshop entails planning the project and should include a site visit. Specifically, this meeting includes:
 - assessment of existing data to develop a conceptual site model
 - identification of preliminary remedial action objectives and likely response actions
 - preliminarily identifying ARARs
 - determining the type of decisions to be made, and the type, quantity and quality of data needed to support those decisions (defining data quality objectives)
 - identifying the need and schedule for treatability studies
 - designing the data collection program (sampling approaches and analytical methods)
 - defining the RI and FS Tasks
5. It shall be the goal of the meeting to reach consensus among the participants (DOE, EPA, TDEC) on the RI/FS scope. If a consensus cannot be achieved on all key issues, issues in dispute will be referred to the FFA Project Managers for resolution.