

DOE Site-Specific Transportation Campaign Fact Sheet DEVELOPMENT GUIDE CROSSWALK

This *Crosswalk* was designed as a resource tool to assist radiological transportation campaign fact sheet developers from USDOE Field Offices. It is the companion document to the *DOE Site-Specific Transportation Campaign Fact Sheet Development Guide* and gives developers the ability to score a fact sheet item by item against the criteria established by the state and tribal groups¹ as to whether or not it is satisfactory or if it needs improvement. Likewise, the *Development Guide Crosswalk* may be used as an outline to develop a new fact sheet in advance of a new transportation campaign. It serves as general guidance and may not be all inclusive.

Fact Sheet being evaluated:

FACT SHEET ITEM	LOCATION/CITATION/PAGE NUMBER/PARAGRAPH NUMBER ON DRAFT FACT SHEET
I. Key messages	
A. How shipping waste or material from the site will tangibly benefit the public (e.g., environmental cleanup, safe storage of waste, etc.).	
B. Mention public input as having been utilized in determining campaign decisions.	
C. Draw comparisons or highlight any similarities between these shipments and others with which the reader may be familiar (e.g., using the same routes as WIPP or LLW shipments, same shipping conveyance, going to or coming from the same site as another campaign, same training applies).	
D. Link DOE in a meaningful way to trusted sources of information at the state and local level including endorsements from noted public or elected officials.	
E. An explanation of the hazard that will be posed by these shipments, along with a description of the steps the shipper will be taking to manage that hazard (e.g., inspections, special packaging, providing this fact sheet) – especially steps taken in cooperation with local, tribal, or state officials.	
II. A <u>brief</u> history of origin site, including its location and how and why it generated the waste that will be transported	

III. Shipment information	
A. Destination	
B. Roles and responsibilities, particularly the role, if any, of state, tribal and local government officials in overseeing or monitoring the shipments (Key Message)	
C. Description of the waste or material to be transported, including its physical characteristics, anticipated dose rates, and whether the shipment(s) will be placarded	
D. Description of what the shipping papers include and where they are located	
E. Projected shipping window	
F. Expected number of shipments	
G. Mode of transport and carrier(s) to be used (if selected) (if by rail, include whether it will be shipped by unit train, dedicated train, or in general freight, along with an explanation of what these terms mean)	
H. Packages to be used – including photos – preferably as the shipment will look when on the road or rail	
I. Preferred and/or alternate routes	
J. Shipment pre-notifications	
K. Plans for shipment inspections, including the type of inspection and who will perform the inspections	
L. Safe parking arrangements	
M. Tracking arrangements (including who will have access to tracking information)	
N. Recovery and cleanup	
O. Security arrangements (e.g., whether shipments will be escorted and, if so, by whom)	
P. Public information activities	
IV. Points of contact:	
A. Non-emergency contact(s) to obtain information about the shipping campaign (typically the Public Affairs	

representative)	
V. Other Tips	
A. Fact sheets should be written for a general audience, to include the public, news media, state, local and tribal government officials, and local emergency responders.	
B. Fact sheets should be brief – four pages maximum. The suggested shipment-related information is similar to what would be provided in a Transportation Plan; the level of detail for a fact sheet, however, would be less than what is needed in a Transportation Plan.	
C. Detailed information about emergency response actions should be included as an attachment stapled to the fact sheet. The information in the attachment should be distributed only to the emergency response community. It should include an emergency contact information number and specific response actions that should be taken for this type of shipment, including a reference to the correct Emergency Response Guidebook guide number.	
D. Authors should strive for plain English, avoiding unnecessary and excessive use of acronyms and DOE jargon and difficult to understand statistics.	
E. Fact sheets should be in a PDF format that is easily downloadable or electronically distributed, as well as suitable for printing. It would be useful to include hyperlinks to additional information and additional photos for readers that wish to learn more.	

¹ The USDOE National Transportation Stakeholders Forum, Communication Ad Hoc Working Group