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The Northeast Utilities System

FEB - 8 2000

Docket Nos. 50-245
50-336
50-423
B17986

Re: 10 CFR 50, Appendix E
10 CFR 50.47(b)(5)

U.S. Nuclear Regulatory Commission
Attention: Document Control Desk
Washington, DC 20555

Millstone Nuclear Power Station, Unit Nos. 1, 2, and 3
Revised Emergency Plan Procedures

The purpose of this letter is to inform the Nuclear Regulatory Commission (NRC) Staff that the following procedure changes have been implemented:

1. Emergency Plan Operating Procedure (EPOP) 4430, Revision 5, "Off-Site Radiological Surveys."
2. EPOP 4460, Revision 3, Change 1, "Manager of Communications."
3. Emergency Plan Implementing Procedure (EPIP) 4404, Revision 5, Change 3, "Notifications and Communications" - includes changes from Revision 5, Change 1 and Revision 5, Change 2.
4. Corporate Procedure IRG01, Revision 6, "Information Technology (IT) Procedure for ERDS."
5. EPIP 4400A, Revision 0, Change 1, "Non-Emergency Station Events."
6. EPIP 4412, Revision 3, Change 1, "Evacuation and Assembly."

Copies of these procedures or revised pages with changeout instructions are included, as applicable, for your records as Attachments 1 through 6.

A045

There are no regulatory commitments contained within this letter.

If you have any additional questions concerning this submittal, please contact Mr. David A. Smith at (860) 437-5840.

Very truly yours,

NORTHEAST NUCLEAR ENERGY COMPANY

Stephen E. Scace
Director - Nuclear Oversight and
Regulatory Affairs

Attachments (6)

cc: H. J. Miller, Region I Administrator
Richard J. Conte, Chief, Human Performance and Emergency Preparedness Branch Division of Reactor Safety
L. L. Wheeler, NRC Project Manager, Millstone Unit No. 1
D. P. Beaulieu, Senior Resident Inspector, Millstone Unit No. 2
J. I. Zimmerman, NRC Project Manager, Millstone Unit No. 2
A. C. Cerne, Senior Resident Inspector, Millstone Unit No. 3
V. Nerses, NRC Project Manager, Millstone Unit No. 3
P. C. Cataldo, NRC Inspector

Docket Nos. 50-245
50-336
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B17986

Attachment 1

Millstone Nuclear Power Station, Unit Nos. 1, 2, and 3

Emergency Plan Operating Procedure 4430, Revision 5
Off-Site Radiological Surveys

February 2000

MILLSTONE NUCLEAR POWER STATION
EMERGENCY PLAN OPERATING PROCEDURE

Off–Site Radiological Surveys [✣Ref. 6.1.1, 6.1.2]

EPOP 4430

Rev. 5

STOP THINK ACT REVIEW

Approval Date: 12-1-99

Effective Date: 1-15-00

Off–Site Radiological Surveys

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1. PURPOSE

1.1 Objective

Provide guidance to off–site Radiological Monitoring Team personnel for coordination of actions to obtain samples for airborne radioactive contaminants and radiation dose rates for specific points and areas outside the Millstone Station protected area.

1.2 Discussion

Off–site RMTs are directed by the Manager of Radiological Dose Assessment who may transfer all or portions of this responsibility to the Assistant Manager of Radiological Dose Assessment or Field Team Data Coordinator upon their arrival in the EOF.

2. PREREQUISITES

2.1 General

N/A

2.2 Documents

2.2.1 EPOP 4426, On–Site Emergency Radiological Surveys"

2.2.2 EPOP Form 4426–1, "RMT Instrument, Battery, and Source Check Sheet"

2.2.3 EPOP Form 4426–2, "Radiation Monitoring Point Data Sheet"

2.2.4 EPOP 4428A, "Radiological Dose Assessment Team"

2.2.5 EPOP 4429, "Radiation Monitoring Team Deployment and Control"

2.3 Definitions

2.3.1 ALARA – As Low As Reasonably Achievable

2.3.2 AMRDA – Assistant Manager of Radiological Dose Assessment

2.3.3 FTDC – Field Team Data Coordinator

2.3.4 MRDA – Manager of Radiological Dose Assessment

2.3.5 RMT – Radiological Monitoring Team

2.3.6 SERO – Station Emergency Response Organization

2.3.7 TEDE – Total Effective Dose Equivalent

3. PRECAUTIONS

3.1 All actions undertaken during SERO activation should be conducted to maintain personnel radiological exposures ALARA.

3.2 Exit from the EOF must be directly authorized by the MRDA or AMRDA because radiological conditions may have changed. If necessary, vehicle checks may be postponed until authorization for deployment has been obtained.

3.3 Personnel and equipment contamination controls shall be maintained at all times.

3.4 RMTs should maintain communications with the FTDC every 15–30 minutes.

4. INSTRUCTIONS

NOTE

1. Prompt actions to deploy teams should not be delayed for administrative actions.
2. The team assigned to perform over water monitoring may be directed to use a kit from the Environmental Laboratory, or requested to bring extra materials from the EOF.

4.1 Off–Site RMT Preparation

4.1.1 IF assigned to perform over water monitoring, Go To Section 4.3.

4.1.2 OBTAIN off–site RMT kit from EOF emergency equipment lockers.

4.1.3 DON dosimetry, as necessary.

4.1.4 Refer To EPOP Form 4426–1, "RMT Instrument, Battery, and Source Check Sheet," and PERFORM battery and functional checks in EOF.

4.1.5 REPLACE batteries determined to be weak or inoperable.

4.1.6 REPLACE emergency radiological equipment determined to be inoperable.

4.1.7 REQUEST a briefing from the FTDC on the following:

- Plant conditions (current and projected)
- Radiological conditions (current and projected)
- Meteorological conditions (current and projected)
- Survey locations
- Low background areas

- Access routes
- Exposure limits and turnback values
- FTDC telephone number

4.1.8 IF radiological conditions require the use of personnel protective equipment, OBTAIN the following from EOF emergency equipment lockers, as applicable.

- Anti–contamination clothing
- Respiratory protection equipment

4.2 **Overland Radiological Surveys**

4.2.1 OBTAIN keys for the emergency vehicle from emergency equipment area.

4.2.2 WHEN authorized by the MRDA or AMRDA AND permitted by radiological conditions, PROCEED to emergency vehicle.

4.2.3 Refer To and COMPLETE EPOP Form 4426–1, "RMT Instrument, Battery, and Source Check Sheet."

NOTE

Vehicle radios will not transmit with ignition switch in the "OFF" position.

4.2.4 TURN ignition of vehicle to "ON" or "ACCESSORY" position.

4.2.5 SET vehicle two–way radio to Channel 1 or channel stipulated by the FTDC.

4.2.6 PERFORM operability check of two–way and portable plug–in radios.

4.2.7 IF there are any problems with the vehicle two–way or portable plug–in radios, PERFORM the following:

a. OBTAIN a spare portable plug–in radio from the EOF, as necessary.

b. SET portable plug–in radio to Channel 1 or to channel stipulated by the FTDC.

4.2.8 IF radio fails during deployment, NOTIFY EOF by phone and REQUEST replacement instructions from the FTDC.

4.2.9 WHEN dispatched by the FTDC, PERFORM the following:

a. PROCEED to survey locations using directions provided with RMT maps.

b. IF vehicle fails to operate, NOTIFY the FTDC and REQUEST assistance.

NOTE

ASP–1 does not accurately respond to beta radiation and therefore window open results should only be used in a qualitative manner.

c. MONITOR radiation levels enroute to designated survey locations using an ASP–1/HP–270 or equivalent as shown in Table 1.

Table 1 Meter Guidance

Meter	Recommended Use	Range (mR/hr)
ASP–1	Less than 2 mR/hr	0.04 – 1,000
RO–2A	Greater than 2 mR/hr	2 – 50,000

d. IF dose rate levels exceed 0.1 mR/hr, NOTIFY the FTDC.

4.2.10 WHEN designated survey locations are reached, PERFORM radiological surveys requested by the FTDC.

4.2.11 Refer To and COMPLETE EPOP Form 4426–2, "Radiation Monitoring Point Data Sheet."

NOTE

RMTs should maintain communications with the FTDC every 15–30 minutes.

4.2.12 NOTIFY FTDC of survey results.

4.2.13 WHEN requested by the FTDC, PROCEED to a designated low background area to await further instructions.

4.2.14 WHEN notified of event termination, Go To Section 4.4.

4.3 **Over Water Radiological Surveys**

4.3.1 ENSURE the FTDC has arranged transportation to Environmental Laboratory and to boat location.

4.3.2 OBTAIN the following, as applicable:

- Anti–contamination clothing, if recommended by the MRDA or AMRDA.
- Respiratory protection equipment, if recommended by the MRDA or AMRDA.
- Backup or portable radio

4.3.3 OBTAIN over water RMT kit from Environmental Laboratory and PERFORM the following:

a. DON dosimetry, as necessary.

b. Refer To and COMPLETE EPOP Form 4426–1, "RMT Instrument, Battery, and Source Check Sheet."

c. REPLACE batteries determined to be weak or inoperable.

d. REPLACE emergency radiological equipment determined to be inoperable.

4.3.4 ENSURE survival suits or other equipment are available as necessary for weather conditions.

4.3.5 WHEN ready for deployment, NOTIFY the FTDC and REQUEST a briefing on the following current or projected conditions:

- Plant conditions (current and projected)
- Radiological conditions (current and projected)
- Meteorological conditions (current and projected)
- Sampling locations (site boundary and others, as necessary)
- Access routes
- FTDC telephone number
- Exposure limits and turnback values

NOTE

The boat captain is responsible for safe operation of the boat and has the authority to return to port if weather or mechanical conditions become unsafe.

4.3.6 COORDINATE with the boat captain and PROCEED to boat.

4.3.7 REQUEST boat captain perform radio check using Channel 97.

4.3.8 PERFORM operability check of self–contained portable air sampler.

NOTE

Battery jacks are inside boat cabin door, under the starboard gunwale.

4.3.9 Refer To EPOP Form 4426–1, "RMT Instrument, Battery, and Source Check Sheet," and RECORD air sampler operability check results.

4.3.10 WHEN requested by the FTDC, PERFORM the following:

NOTE

ASP−1 does not accurately respond to beta radiation and therefore window open results should only be used in a qualitative manner.

a. MONITOR radiation levels enroute to designated survey locations using an ASP−1/HP−270 or equivalent as shown in Table 2.

Table 2 Meter Guidance

Meter	Recommended Use	Range (mR/hr)
ASP−1	Less than 2 mR/hr	0.04 − 1,000
RO−2A	Greater than 2 mR/hr	2 − 50,000

b. IF radiation levels exceed 0.1mR/hr, NOTIFY the FTDC.

4.3.11 REQUEST boat captain monitor Channel 97 on shipboard radio.

4.3.12 IF radio fails, CONSULT with boat captain to identify the following alternate communications, as applicable:

- Backup or portable radio
- Marine telephone
- Nearby port telephone

4.3.13 IF applicable, NOTIFY the FTDC of RMT radio problem.

4.3.14 PERFORM over water survey as directed by the FTDC.

4.3.15 Refer to and COMPLETE EPOP Form 4426−2, "Radiation Monitoring Point Data Sheet."

4.3.16 NOTIFY the FTDC of survey results.

4.3.17 WHEN requested by the FTDC, REPORT to a designated holding point to await further instructions.

4.4 Event Termination

4.4.1 WHEN notified of event termination, PERFORM the following:

a. NOTIFY the FTDC of safe return.

b. ENSURE forms are completed and signed.

c. SEND completed forms to MRDA.

5. REVIEW AND SIGNOFF

5.1 N/A

6. REFERENCES

6.1 Developmental Documents

6.1.1 NRC Inspection Report (50–245/82–01/50–336/82–01) commits NU to provide for organizational and procedural methods for implementing a radiation protection program for emergency response personnel which provides for the continuity of critical radiation protection procedures and functions during accident conditions.

6.1.2 NRC commitment (February 16, 1981, compliance with NUREG 0654/FEMA–REP–1, Rev. 1) commits NU to station procedures that describe the monitoring, and sampling calculations to be performed and the criteria used to dispatch personnel to perform these tasks.

6.1.3 "Millstone Nuclear Power Station Emergency Plan"

6.1.4 NUREG–0654, "Criteria for Preparation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants"

6.1.5 NUREG–0737, "Clarification of TMI Action Plan Requirements, Supplement 1, Requirements for Emergency Response Capability"

6.2 Supporting Documents

6.2.1 EPOP 4426, On–Site Emergency Radiological Surveys"

6.2.2 EPOP Form 4426–1, "RMT Instrument, Battery, and Source Check Sheet"

6.2.3 EPOP Form 4426–2, "Radiation Monitoring Point Data Sheet"

6.2.4 EPOP 4428A, "Radiological Dose Assessment Team"

6.2.5 EPOP 4429, "Radiation Monitoring Team Deployment and Control"

7. SUMMARY OF CHANGES

7.1 Changed "MRDA or Designee" to "FTDC" or "MRDA and AMRDA," as applicable, throughout procedure.

7.2 Modified step 1.1 to clarify that the procedure objective is to provide guidance to off–site RMTs.

7.3 Added Documents Section 2.2.

7.4 Changed "TEDE ALARA" to "ALARA" in step 3.1.

7.5 Modified step 4.2.6 by adding an operability check of the portable plug–in radio in addition to the two–way radio.

7.6 Added note prior to step 4.2.9.c and step 4.3.10.a to clarify that an ASP–1 does not accurately respond to beta radiation and therefore window open results should only be used in a qualitative manner.

7.7 Added Tables 1 and 2 , "Meter Guidance," to step 4.2.9 and step 4.3.10.

7.8 Changed reporting of dose rate levels to the FTDC from 2 times background to 0.1 mR/hr in step 4.2.9.d and step 4.3.10.b.

7.9 Changed the responsibility for ensuring transportation to the Environmental Laboratory from the MRDA to the off–site RMTs in step 4.3.1.

7.10 Added EPOP Form 4426–1 and 4426–2 to the references section step 6.2.2 and step 6.2.3.

7.11 Performed minor editorial corrections.

Docket Nos. 50-245
50-336
50-423
B17986

Attachment 2

Millstone Nuclear Power Station, Unit Nos. 1, 2, and 3

Emergency Plan Operating Procedure 4460, Revision 3, Change 1
Manager of Communications

February 2000

Document Action Request

A Initiated By: B. Tarallo Date: 12/21/99 Dept: SPG Ext.: 2096

Document No.: EPOP 4460 Rev. No.: 3 Chg. No.: 1

Title: Manager of Communications

B Reason for Request (attach commitments, CR's AR's etc)

1. Added step for the MOC to provide an applicable Code Phrase to the computer operator or Network Control Technician in the Wethersfield Data Center, if applicable.
2. Added note to clarify the Code Phrases to be used when activating ERDS.

Continued ☐

C Change Instructions

Electronic Change - Replace entire procedure except cover sheet.

Continued ☐

D Temporary Change Interim Approval

(1) Plant Mngt Staff Member Print/Sign/Date (2) SM/SRO/CFH on Unit Print/Sign/Date

E Procedure Request/Feedback Disposition

Priority: ☐ Perform Now ☐ Perform Later ☐ Rejected - See Comments

Activity: ☐ New ☐ Cancel ☐ Rev ☐ Minor Rev ☐ Temp Change ☒ Change ☐ OTC ☐ Biennial Review ☐ Place in DNU ☐ Remove DNU ☐ Edit. Corr.

Plant Mngt Staff Member - Interim Approval

Comments:

RI/DPC Print Name and Date

Continued ☐

F

Review Type		Print	Sign	Date	SQR Qualified Yes	SQR Qualified No	SQR Qualified Dept.	✓ If Comments
	☐							
	☐							
	☐							
RAC 06	✓	K Burgess	K Burgess	12/21/99			EPSD	
Independent	✓	Tom RIGNEY	Tom Rigney	12/21/99		✓	EPSD	
Writer's Guide	☐							
Validation	☐							

G Safety Evaluation/Environmental Review Attached? ☐ Yes ☑ No

H ☐ SQR Program Final Review and Approval

Approval ☐ Disapproval ☐

SQR Qualified Independent Reviewer

Department Head/Responsible Individual

Approval Date

☑ SORC/PORC/RI/DH Final Review and Approval

12/22/99

Department Head/Responsible Individual

Approval Signature

1/5/00 00-01

Approval Date and Meeting No.

I Effective Date 1/12/00

Manager of Communications [✤ Ref. 6.1, 6.2]

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1. PURPOSE

1.1 Objective

Provide guidance to the MOC for coordination of ENS communications between Millstone Station and the NRC during an event which activates the SERO.

1.2 Discussion

SERO activation is normally initiated upon declaration of an ALERT, Posture Code Charlie–One or higher event.

The MOC is stationed in the EOF and reports directly to the ADEOF.

2. PREREQUISITES

2.1 General

N/A

2.2 Documents

2.2.1 MOC Logbook

2.2.2 EPUG 01, "Time Sharing Option Equipment (TSO)"

2.2.3 EPUG 04, "State Police, Waterford Police, Tri–Town System Radio"

2.2.4 EPUG 08B, "Millstone Emergency Plan Resource Book"

2.3 **Definitions**

2.3.1 ADEOF – Assistant Director Emergency Operations Facility

2.3.2 ADTS – Assistant Director Technical Support

2.3.3 CRDC – Control Room Data Coordinator

2.3.4 ENRS – Emergency Notification and Response System

2.3.5 ENS – Emergency Notification System

2.3.6 ERDS – Emergency Response Data System

2.3.7 IT – Information Technology

2.3.8 MRDA – Manager of Radiological Dose Assessment

2.3.9 OFIS – Off–Site Facilities Information System

2.3.10 TIC – Technical Information Coordinator

3. PRECAUTIONS

N/A

4. INSTRUCTIONS

4.1 Initial Actions

4.1.1 INDICATE presence in EOF on SERO Staffing Board.

4.1.2 RECORD date and EOF arrival time in MOC Logbook.

4.1.3 MAINTAIN a record of significant communications and events in MOC Logbook.

4.1.4 Refer To EPUG 08B, "Millstone Emergency Plan Resource Book," and PERFORM the following:

- CONTACT IT Operations in Wethersfield.
- VERIFY ERDS is operational and configured for the affected unit.

NOTE

The computer operator or Network Control Technician on duty in the Wethersfield Data Center may request the following Code Phrases when directed to activate ERDS:

Code 1: Nuclear Emergency

Code 2: Nuclear Exercise

Code 3: Nuclear Drill

Code 4: Millstone or NRC Request

①

- IF requested, PROVIDE applicable Code Phrase for the event.

4.1.5 Refer To EPUG 01, "Time–Sharing Option Equipment (TSO)," and PERFORM the following:

- ACCESS OFIS.
- DETERMINE event in progress.

NOTE

The control room should be relieved of NRC ENS communication responsibilities as soon as possible. Relief shall be verbal, clear, and direct.

4.1.6 WHEN ready, RELIEVE affected unit control room of communications responsibilities with NRC Emergency Operations Center via ENS as follows:

a. DIRECT control room communicator to inform the NRC communications will be interrupted briefly during turnover.

b. DIRECT control room communicator hang–up ENS phone.

c. WHEN turnover is complete, INFORM control room communicator communication responsibilities with the NRC Emergency Operations Center have been assumed.

d. RECORD time of relief in MOC Logbook.

NOTE

There will be at least three or four additional NRC staff who are monitoring ENS communications . These individuals maintain the status board for the NRC Emergency Response Centers.

4.1.7 ESTABLISH communications with the NRC via the NRC ENS phone and PERFORM the following:

a. DESCRIBE the following:

- Events
- Conditions
- Other pertinent information related to emergency

b. DISCUSS plant parameter data listed on OFIS plant parameter data forms.

c. DETERMINE frequency plant information should be passed to NRC (usually about every 15 minutes).

4.1.8 OBTAIN additional information requested by the NRC as follows:

a. INFORM the TIC of specific plant parameters requested by the NRC not available on OFIS.

b. DIRECT the TIC to update Critical Parameters Status Board to include additional parameters requested by the NRC, if appropriate.

c. Refer To and COMPLETE Attachment 1 and PROVIDE requested parameters to NRC.

d. WHEN requested by the NRC, FAX data to NRC Emergency Operation Center and NRC Region One Incident Response Center.

4.1.9 IF the NRC requests information other than plant parameter data OR plant conditions, CONSULT with the following, as applicable:

- IF questions are radiological in nature, DIRECT questions to the ADEOF.
- IF questions are specific to plant conditions, DIRECT questions to the ADTS.

4.1.10 Refer To EPUG 08B, "Millstone Emergency Plan Resource Book," and NOTIFY INPO Emergency Preparedness Duty Officer of event in progress.

4.1.11 WHEN requested by the ADEOF, PROVIDE support to the Shift Technician in completing Incident Report Form.

– End of Section 4.1 –

4.2 Subsequent Actions

NOTE

Steps in this section may be repeated, as necessary.

4.2.1 NOTIFY the ADEOF of the following:

- Any communications requests other than plant parameter data
- Existing plant conditions
- EOPs in use

4.2.2 IF unable to obtain plant parameter data from OFIS, PERFORM the following:

- OBTAIN plant parameter data from the TIC approximately every 15 minutes.
- Provide requested data to the NRC.

4.2.3 UPDATE Attachment 1, as necessary.

4.2.4 COORDINATE continuous communications between the SERO and the NRC.

NOTE

Hard copy OFIS plant parameter data sheets may be telecopied to the NRC Emergency Operations Center, upon request, via telecopier and the NRC Region 1 Incident Response Center telecopier. Hard copy data shall be transmitted to both locations each time it is transmitted.

4.2.5 IF requested by the NRC, COORDINATE transmittal of data to the NRC via fax machine.

4.2.6 REQUEST the following personnel provide communications assistance, as necessary:

- TIC
- CRDC
- ADTS
- ADEOF
- MRDA
- Shift Technician

4.2.7 IF the NRC provides information regarding the NRC Site Team, PROVIDE information to the following for coordination of NRC Site Team logistics:

- ADEOF
- MOR

4.2.8 WHEN SERO termination is directed by the EOF DSEO, PERFORM the following:

a. TRANSMIT SERO status to the NRC via the ENS.

b. RECORD SERO termination in MOC Logbook.

c. CONTACT IT Operations in Wethersfield and DIRECT termination of ERDS.

d. COPY MOC Logbook entries.

e. SEND the following documents to Emergency Planning Services:

- MOC Logbook entry copy
- Completed procedure attachments

– End of Section 4.2 –

5. REVIEW AND SIGNOFF

N/A

6. REFERENCES

6.1 NU Letter AO 8598 commits NU to provide two separate qualified individuals (one for each function) for ENS and HPN communications during exercise drills and actual emergencies at the Millstone Station.

6.2 NU Letter BI 4268 commits NU to have procedures to accommodate the implementation of ERDS.

6.3 "Final Safety Analysis Report Unit 1," Appendix G

6.4 "Final Safety Analysis Report Unit 2," Appendix 12A

6.5 "Final Safety Analysis Report Unit 3," Section 13.3

6.6 "Millstone Nuclear Power Station Emergency Plan"

6.7 NUREG 0654, Revision 1, "Criteria for Preparation and Evaluation of Emergency Response Plans and Preparedness in Support of Nuclear Power Plants"

6.8 NUREG 0737, "Clarification of TMI Action Plan Requirements, Supplement 1, Requirements for Emergency Response Capability"

6.9 EPIP 4404, "Notifications and Communications"

6.10 EPOP 4424, "Manager of Radiological Consequence Assessment"

6.11 EPOP 44654, "Technical Information Coordinator"

6.12 EPOP 4470, "Control Room Data Coordinator"

6.13 EPOP 4475, "Manager of Resources"

7. SUMMARY OF CHANGES

Sumary of Changes – Change 1

7.1 Added bullet to step 4.1.4 for the MOC to provide an applicable Code Phrase to the computer operator or Network Control Technician in the Wethersfield Data Center, if applicable.

7.2 Added note to step 4.1.4 to clarify the Code Phrases to be used when activating ERDS.

Attachment 1
Emergency Notification System NRC Data Sheet
(Sheet 1 of 1)

INFORMATION REQUESTED:
INFORMATION PROVIDED:
INFORMATION REQUESTED:
INFORMATION PROVIDED:
INFORMATION REQUESTED:
INFORMATION PROVIDED:

Docket Nos. 50-245
50-336
50-423
B17986

Attachment 3

Millstone Nuclear Power Station, Unit Nos. 1, 2, and 3

Emergency Plan Implementing Procedure 4404, Revision 5, Change 3
Notifications and Communications

February 2000

Document Action Request

A Initiated By: B. Tarallo Date: 12/21/99 Dept: SPG Ext.: 2086

Document No.: EPIP 4404 Rev. No.: 5 Chg. No.: 1

Title: Notifications and Communications

B Reason for Request (attach commitments, CR's AR's etc)

1. Added step to provide an applicable Code Phrase to the computer operator or Network Control Technician in the Wethersfield Data Center for activating ERDS.
2. Added note to clarify the Code Phrases to be used when activating ERDS.

For Information Only
Attached Procedure Updated through
Revision 5, Change 3

Continued ☐

C Change Instructions

ELectronic Change - Replace entire procedure except cover sheet.

Continued ☐

D Temporary Change Interim Approval

(1) Plant Mngt Staff Member Print/Sign/Date (2) SM/SRO/CFH on Unit Print/Sign/Date

E Procedure Request/Feedback Disposition

Priority: ☐ Perform Now ☐ Perform Later ☐ Rejected - See Comments

Activity: ☐ New ☐ Cancel ☐ Rev ☐ Minor Rev ☐ Temp Change ☒ Change ☐ OTC ☐ Biennial Review ☐ Place in DNU ☐ Remove DNU ☐ Edit. Corr.

Plant Mngt Staff Member - Interim Approval

Comments:

RI/DPC Print Name and Date Continued ☐

F

Review Type		Print	Sign	Date	SQR Qualified Yes	SQR Qualified No	SQR Qualified Dept.	✓ If Comments
	☐							
	☐							
	☐							
RAC 06	✓	K Burgess	K Burgess	12/21/99			EPSD	
Independent	✓	Tom Rigney	Tom Rigney	12/21/99		✓	EPSD	
Writer's Guide	☐							
Validation	☐							

G Safety Evaluation/Environmental Review Attached? ☐ Yes ☑ No

H ☐ SQR Program Final Review and Approval

Approval ☐ Disapproval ☐

SQR Qualified Independent Reviewer

Department Head/Responsible Individual

Approval Date

☑ SORC/PORC/RI/DH Final Review and Approval

12/27/99

Department Head/Responsible Individual

Approval Signature

1/5/00 00/01

Approval Date and Meeting No.

I Effective Date 1/12/00

04/09/99
Approval Date

04/12/99
Effective Date

Document Action Request

A

Initiated By: B. Tarallo Date: 1/17/00 Department: SPG Ext.: 2096

Document No.: EPIP 4404 Rev. No.: 5 Chg. No.: 2

Title: Notifications and Communications

B

Reason for Request (attach commitments, CR's, AR's, etc)

For Information Only
Attached Procedure updated through
Revision 5, Change 3

Continued ☐

C

Change Instructions

Electronic Change - Replace all numbered pages, not the coversheet.

Continued ☐

D

Interim Approval

Temporary Change

(1) Plant Mngt Staff Member Print/Sign/Date (2) SM/SRO/CFH on Unit Print/Sign/Date

E

Procedure Request/Feedback Disposition

Priority: ☐ Perform Now ☐ Perform Later ☐ Rejected - See Comments

Activity: ☐ New Document ☐ Cancellation ☐ Rev ☐ Minor Rev ☐ Temp Change ☒ Change ☐ OTC
☐ Biennial Review ☐ Place in DNU ☐ Remove from DNU ☐ Edit Corr.:

Plant Mngt Staff Member - Interim Approval

Comments:

RI/DPC Print Name and Date

Continued ☐

F

Reviews		Print	Sign	Date	SQR Qualified Yes	SQR Qualified No	SQR Qualified Dept.	✓ If Comments
	☐				☐	☐		
	☐				☐	☐		
	☐				☐	☐		
RAC 06	☒	Thomas Dember	Thomas Dember	1/17/00			EPS	
Independent	☒	K. Burgess	K Burgess	1/17/00	☐	☒	EPSD	✓
Writer's Guide	☐							
Validation	☐							

G

Safety Evaluation/Environmental Review Attached? ☐ Yes ☒ No

H

☐ **SQR Program Final Review and Approval**

Approval ☐ Disapproval ☐

SQR Qualified Independent Reviewer

Department Head/Responsible Individual

Approval Date

☒ **SORC/PORC/RI/DH Final Review and Approval**

1/17/00

Department Head/Responsible Individual

FVR

Approval Signature

1/19/00 00-03

Approval Date and Meeting No.

I

Effective Date: 1/24/00

04/09/99
Approval Date

04/12/99
Effective Date

SORC 1/26/00
JT 1/25

Document Action Request

A

Initiated By: B. Tarallo Date: 1/24/00 Department: SPG Ext.: 2096

Document No.: EPIP 4404 Rev. No.: 5 Chg. No.: 3

Title: **Notifications and Communications**

B

Reason for Request (attach commitments, CR's, AR's, etc) KB 1/24/00

Reflect Unit 3 (vs Unit 1) as the lead unit for non-unit specific emergency events.

Continued ☐

C

Change Instructions

Remove and replace page 4.

For Information Only
Attached Procedure updated through Revision 5, Change 3

Continued ☐

D

Interim Approval

Temporary Change

(1) Plant Mngt Staff Member Print/Sign/Date (2) SM/SRO/CFH on Unit Print/Sign/Date

E

Procedure Request/Feedback Disposition

Priority: ☐ Perform Now ☐ Perform Later ☐ Rejected - See Comments

Activity: ☐ New Document ☐ Cancellation ☐ Rev ☐ Minor Rev ☐ Temp Change ☒ Change ☐ OTC
☐ Biennial Review ☐ Place in DNU ☐ Remove from DNU ☐ Edit Corr.:

Plant Mngt Staff Member - Interim Approval

Comments:

RI/DPC Print Name and Date

Continued ☐

F

Reviews		Print	Sign	Date	SQR Qualified Yes	SQR Qualified No	SQR Qualified Dept.	✓ If Comments
	☐				☐	☐		
	☐				☐	☐		
	☐				☐	☐		
RAC 06	☒	K Burgess	K Burgess	1/25/00			EPSD	
Independent	☒	M. Birch	M. Birch	1/25/00	☐	☐	EPSD	
Writer's Guide	☐							
Validation	☐							

G

Safety Evaluation/Environmental Review Attached? ☐ Yes ☒ No

H

☐ **SQR Program Final Review and Approval**

Approval ☐ Disapproval ☐

SQR Qualified Independent Reviewer

Department Head/Responsible Individual

Approval Date

☒ **SORC/PORC/RI/DH Final Review and Approval**

1/25/00
Department Head/Responsible Individual

FOR
Approval Signature

1/26/00 #00-04
Approval Date and Meeting No.

I

Effective Date: 1/28/00

MILLSTONE NUCLEAR POWER STATION
EMERGENCY PLAN IMPLEMENTING PROCEDURE

Notifications and Communications

EPIP 4404

Rev. 5

STOP THINK ACT REVIEW

Approval Date: 9-10-99

Effective Date: 12-16-99

Verified Revision Rev 5
Initial DA Date 1-6-99

Level of Use
General

Notifications and Communications

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1. PURPOSE

1.1 Objective

Provide guidance to the Shift Technician, or other qualified ENRS operator for performance of prompt notifications for reportable events classified as NRC and State Posture Code emergency events.

1.2 Discussion

This procedure ensures timely completion of the following, in descending order of priority:

- Notification of State Agencies
- Notification of Towns (Local Officials)
- Notification of NRC
- Performance of administrative actions

Reporting time limits for NRC and State Posture Code emergency events are as follows:

- Regulations require that notification to DEP Monitoring and Radiation Control Division and Local Officials shall be accomplished within 15 minutes of an emergency event classification (e.g., Unusual Event and above).
- NRC regulations require the licensee to notify the NRC immediately after notification to the State DEP Monitoring and Radiation Control Division and not later than one hour after declaration of an emergency classification.

In situations involving multiple events at different units, the event classification reported shall reflect the most severe event. For example, if Unit 2 is experiencing an Alert (Charlie–One) event and Unit 3 is experiencing a Site Area Emergency (Charlie–Two) event, the event shall be reported as a Site Area Emergency (Charlie–Two) event. The lesser event shall be reported in an update radiopager message. Both events shall be reported to the NRC via the ENS.

Unless an event is being de–escalated, a lower classification event IRF radiopager message shall not be reported once a higher classification event has been reported.

The IRF is processed with the "Additional Information" section being filled in and recorded.

If an IRF is to be released with the "Additional Information" section entered and recorded and the circumstances or conditions which caused the report have been corrected, only one IRF is required. The following applies:

- The event is self terminating with the release of the initial IRF.
- The "A further report will not be given" block shall be checked.

2. PREREQUISITES

2.1 General

2.1.1 The event has been classified using EPIP 4400, "Event Assessment, Classification, and Reportability."

2.1.2 SERO activation is not required to use this procedure.

2.1.3 EOF activation is required to transfer notification responsibilities to the EOF.

2.2 Documents

2.2.1 EPUG 08B, " Millstone Emergency Plan Resource Book"

2.2.2 EPIP 4400, "Event Assessment, Classification, and Reportability"

2.3 Responsibilities

2.3.1 After the EOF has been activated, the EOF DSEO approves completed IRFs.

2.3.2 After the EOF has been activated, the MOC directs and coordinates the transfer of NRC notification responsibilities from the control room to the EOF.

2.3.3 After the EOF is activated, the ADEOF is responsible for the following:

- Direction of on–call Shift Technician
- Update and reclassification notifications
- Termination notifications

2.4 **Definitions**

2.4.1 ADEOF – Assistant Director Emergency Operations Facility

2.4.2 CV – Callback Verification (i.e., individuals by group)

2.4.3 DOUBLE CLICK – To click twice

2.4.4 DEACTIVATE – To place a system, component, or organization in an inactive condition

2.4.5 UE – Unusual Event

2.4.6 Affected unit – Any unit which is directly affected by an event

2.4.7 Incident description – "Additional Information" section of the Incident Report Form (IRF) providing a description of the event

2.4.8 Initial report – The first notification to the NRC, State and Local Officials, and applicable personnel that reports an NRC classification and State Posture Code emergency event.

2.4.9 Lead unit – The unit which assumes classification responsibilities for reportable events. The lead unit may be any of the following:

- In unit specific events, the affected unit
- For non–unit specific events, (i.e., station security, hurricane, earthquake, fitness for duty, etc.) Unit ~~1~~ 3 is the lead unit, unless otherwise designated. Chg. 3
- In situations involving multiple events, the unit experiencing the most severe event has the lead.
- A non–affected unit may be requested to assume the lead by the affected unit (e.g., loss of control room habitability).

2.4.10 MINIMIZE – To shrink

2.4.11 Notification time – The time the IRF message is released (reported on).

2.4.12 Prompt notification – The official notification to the State DEP Monitoring and Radiation Control Division and Local Officials within 15 minutes of classification, and notification to the NRC immediately after notification to the State DEP and not later than one hour after declaration of an emergency classification.

2.4.13 Reclassification report – A prompt notification, subsequent to the initial report, to State and Local Officials, the NRC, and applicable personnel that reports an escalation or de–escalation of event classification relative to the previous report.

2.4.14 Shift Technician (ST) – Responsible for ENRS initiation and notifications.

2.4.15 Termination report – The final notification to State and Local Officials, the NRC, and applicable personnel that reports termination of the event. For Unusual Event (Delta–Two), the initial report may also serve as the termination report if the event has been corrected in time for the initial report. The "further report will not be given" block will be checked and an event termination message will be automatically printed on the IRF.

2.4.16 Update report – A notification, subsequent to the initial report, to State and Local Officials, the NRC and applicable personnel, that reports additional information on the event, but does *not* escalate or de–escalate classification of the event.

3. PRECAUTIONS

3.1 The potential of an incident escalating to a higher incident classification must always be a primary concern when evaluating emergency plant conditions.

3.2 All Unusual Events and higher reportable events may require two or more radiopager messages to be issued; the prompt report and one or more update messages with "Additional Information" updates and, as appropriate, a termination message.

3.3 Organization and time restrictions include the following:

- Prior to SERO activation only the SM/CR DSEO is authorized to perform classifications and authorize notifications. The CR DSEO is relieved of classification responsibility by the ADTS after TSC activation, and notification responsibility by the EOF DSEO, after EOF activation.

- Notification of State and Local Officials via the ENRS shall be initiated within 15 minutes of the classification (or reclassification) of any Emergency Action Level Table event. (UE or above)

- The State EOC may assume responsibility for off–site notifications.

3.4 If a pager, telephone, or telephone number does not function as expected, the following alternate resources should be used and the malfunction corrected at a later date:

- Tri–Town Radio

- Alternate phone lines (trunk, cellular)

- Alternate phone listings

3.5 When using ENRS, failure to select the correct scenario (i.e., classification or group to page) may result in unwarranted activation or the release of misinformation.

4. INSTRUCTIONS

NOTE

1. For events that activate the SERO, Section 4 is initially performed by the Unit 3 Shift Technician in the control room; however, during SERO activation, the Unit 3 Shift Technician may be relieved of notification responsibilities by an on–call Shift Technician in the EOF. In this case, a formal turnover of notification responsibilities from the control room to the EOF is required.
2. Duties of the Unit 3 Shift Technician may be delegated to another qualified ENRS operator.

4.1 **Initial Actions**

Shift Technician in EOF

4.1.1 IF you are the Shift Technician in the EOF, Go To Section 4.2.

Shift Technician in Control Room

4.1.2 IF necessary, PERFORM ENRS log–on.

4.1.3 IF ENRS is *not* operational, Refer To Section 4.8 and EPUG 08B, "Millstone Emergency Plan Resource Book," Section "Off–Site Towns/Agencies," and manually FAX notifications to State and Local Officials. ②

NOTE

Telephone calls to alert the affected unit NRC Resident Inspector of impending radiopager notification are to be performed only if time permits. Telephone calls should not be attempted if the initial notification requirement will be exceeded.

SM/CR DSEO or Designee

4.1.4 IF time permits, Go To step 4.3.1 and PERFORM NRC notifications.

– End of Section 4.1 –

4.2 Radiopager Notifications

Shift Technician in Control Room or EOF

4.2.1 Refer To and COMPLETE Attachment 1, "Nuclear Incident Report Form (IRF),"as follows:

a. IF event is to be terminated, MARK "A further report: Will not be given" box on IRF.

b. COMPLETE IRF including the following information:

- Incident classification
- Posture code
- Classification time
- Major and minor EAL headings with supporting information

NOTE

Meteorological data is available from SPDS or OFIS.

4.2.2 ENTER meteorological data as follows:

- IF data is available, ENTER data in "Current Site Wind" and NA in "Forecast Site Wind" sections.
- IF data is *not* available, ENTER NA in the "Current Site Wind" and "Forecast Site Wind" sections.

4.2.3 ENTER IRF data into ENRS as follows:

a. IF additional instructions are necessary for developing an IRF, Refer To Attachment 6, "Preparing and Transmitting an IRF," and ENTER IRF data into ENRS.

b. IF additional instructions are *not* necessary for developing an IRF, ENTER IRF data into ENRS as follows:

1) OPEN "RapidReach Primary" icon and ENTER information.

2) IF "RapidReach Primary" icon *not* operable, PERFORM the following:

   a) SELECT "RapidReach Secondary" icon and ENTER event information.

   b) Refer To Attachment 7, Switching Telephone Lines," and TRANSFER to telephone backup system.

3) IF both "RapidReach Primary" and "RapidReach Secondary" are *not* operable, PERFORM the following:

   a) SELECT "EasyView Remote" capability.

   b) SELECT Go To step 4.2.4.

4) OPEN "EasyView" icon and ENTER information.

5) OPEN "Form" icon and ENTER event information.

6) PRINT IRF and VERIFY correct.

7) RECORD audio message (entire IRF).

8) VERIFY audio message correct.

9) FILE IRF image for paging and fax purposes.

4.2.4 OBTAIN signature on written IRF from the following, as appropriate:

- SM/CR DSEO
- EOF DSEO

4.2.5 IF additional instructions are necessary for transmitting an IRF, Refer To Attachment 6, "Preparing and Transmitting an IRF," and TRANSMIT IRF radiopager message.

4.2.6 IF additional instructions are *not* necessary for transmitting an IRF, TRANSMIT IRF radiopager message.

4.2.7 Refer To Attachment 1, Block 16, and ENTER time and date provided on the IRF.

4.2.8 SIGN the IRF.

4.2.9 IF Alert or higher, Refer To EPUG 08B, "Millstone Emergency Plan Resource Book," and PERFORM the following:

- CONTACT Information Technology in the Wethersfield Data Center.
- DIRECT ERDS to be activated and configured for the affected unit.

NOTE

The computer operator or Network Control Technician on duty in the Wethersfield Data Center may request the following Code Phrases when directed to activate ERDS:

Code 1: Nuclear Emergency

Code 2: Nuclear Exercise

Code 3: Nuclear Drill

Code 4: Millstone or NRC Request

- PROVIDE applicable Code Phrase for the event.

NOTE

If either of the following conditions exist, the radiopager transmission has failed:

- Controlled pager on the console has *not* activated within approximately 2 minutes.
- No responders call in within approximately 2 minutes after release of the IRF radiopager message.

4.2.10 IF radiopager transmission has failed using "RapidReach," Refer To Section 4.8.

– End of Section 4.2 –

4.3 NRC Notification

NOTE

1. State of Connecticut posture codes, (e.g., Delta–One, etc.) shall not be used when notifying the NRC of reportable events.
2. It is good practice to notify the NRC of the next planned report, e.g., one hour.

SM/CR DSEO or Designee

4.3.1 Refer To Attachment 2, "Utility, State, NRC Callback Verification Checklist," Part I and ATTEMPT to notify the NRC Resident using any of the following:

- NRC Resident's radiopager
- Affected unit Resident Inspector's office or home telephone number
- Non–affected unit Resident Inspector's office or home phone number

4.3.2 RECORD applicable information for event on Attachment 4 "NRC Event Notification Form."

4.3.3 Refer To and COMPLETE Attachment 2, Part II and PERFORM the following:

a. NOTIFY NRC Operations Center via ENS of event

b. PROVIDE information recorded on Attachment 4 to the NRC.

4.3.4 IF ENS is not operative, Go To Section 4.9.

4.3.5 LOG NRC communications, as appropriate.

– End of Section 4.3 –

4.4 **Callback Verification**

Shift Technician in Control Room or EOF

4.4.1 MONITOR callbacks on ENRS screen.

NOTE

Attachment 5, "Notification and Callback Guidance," provides guidance for verification of required actions.

4.4.2 IF the following have *not* called in, ATTEMPT callback verification within approximately 15 minutes after event message has been transmitted:

- State of Connecticut DEP Monitoring and Radiation Control Division
- State and Local Officials

NOTE

Callback verification via printed CV report can *not* be performed from a "client" server if the radiopager message was transmitted via "EasyView Remote." This information can be obtained from Bldg 475 server or EOF phone server only.

4.4.3 IF additional instructions are necessary for performing callback verification, Refer To Attachment 6 and PERFORM callback verification.

4.4.4 IF additional instructions are *not* necessary for performing callback verification, PERFORM callback verification.

4.4.5 IF additional instructions are necessary for printing a Callback Verification (CV) report, Refer To Attachment 6 and PRINT CV report (i.e., individuals in group) to document callback responses.

4.4.6 IF additional instructions are *not* necessary for printing a Callback Verification (CV) report, PRINT CV report (i.e., individuals in group) to document callback responses.

4.4.7 Refer To CV report or Attachment 3 and DOCUMENT non–responders.

4.4.8 Refer To Attachment 2 and Attachment 3 and PERFORM backup notification call to each required non–responder, as required.

4.4.9 IF non–responders can *not* be contacted, Refer To and COMPLETE Attachment 3 as follows:

a. REQUEST State Police dispatchers perform the following:

- NOTIFY non–responding State and Local radiopager holders of event in progress.
- REQUEST non–responders call into station for the message.
- NOTIFY Shift Technician of non–responding State and Local radiopager holders that have been contacted and notified.

4.4.10 PRINT copy of SERO CV report only and FAX to EOF at 437–2741.

4.4.11 WHEN initial and backup notifications have been completed, PRINT final ENRS CV report.

– End of Section 4.4 –

4.5 Additional Notifications

Shift Technician in Control Room

4.5.1 NOTIFY American Nuclear Insurers (ANI) at 9–561–3433.

– End of Section 4.5 –

4.6 Subsequent Actions

Shift Technician in Control Room or EOF

4.6.1 IF any of the following conditions occur, Refer To step 4.2.1 and PERFORM notifications:

- Update or reclassification notifications are directed
- Event is terminated AND event was *not* closed out in initial report

4.6.2 IF all existing events have been terminated AND callback verifications have been completed, PERFORM the following:

a. IF additional instructions are necessary for restoring the general default message, Refer To Attachment 6 and RESTORE ENRS general default message.

b. IF additional instructions are *not* necessary for restoring the general default message, RESTORE ENRS general default message.

c. PERFORM ENRS log–off.

Shift Technician in Control Room

4.6.3 IF directed by the ADEOF or on–call Shift Technician to transfer notification responsibilities to the EOF, PERFORM the following:

a. COORDINATE formal turnover of notification responsibilities from the control room to the Shift Technician in the EOF.

Shift Technician in EOF

b. REQUEST Shift Technician in control room log–off.

c. PERFORM ENRS log–on in EOF.

d. IF EOF ENRS is *not* operable, CONSULT CR Shift Technician for assistance and Go To step 4.8, as necessary.

e. IF providing shift relief, REQUEST previous Shift Technician provide the following:

- Event status
- Summary of communication times, content
- Commitments for future or pending communications (e.g., NRC follow-up)

f. Go To step 4.2.1 and PERFORM notifications.

Shift Technician in Control Room

4.6.4 WHEN requested by the Shift Technician in the EOF, PROVIDE assistance, as necessary.

Shift Technician in EOF

4.6.5 IF directed by the ADEOF to process classification changes and updates through the State EOC, PERFORM the following:

a. STOP subsequent ENRS transmissions.

b. IF requested, Refer To EPUG 08B, "Millstone Emergency Plan Resource Book," Section "Off–Site Towns/Agencies," and manually FAX notifications to State and Local Officials. ②

– End of Section 4.6 –

4.7 System Restoration and Administrative Actions

Shift Technician in Control Room or EOF

4.7.1 WHEN event is terminated, REVIEW IRFs and VERIFY appropriate termination message has been issued.

4.7.2 ENSURE all CV reports are finalized.

4.7.3 OBTAIN original of the following documents for the affected unit control room:

- Attachment 1, "Nuclear Incident Report Form (IRF)" and printout
- Attachments 2 and 3, as applicable
- Attachment 4, "NRC Event Notification Form"
- ENRS callback verification report printout (CV report)
- Any other completed attachments

4.7.4 SEND copies of the following documents to the Manager Emergency Planning Services:

- Attachment 1, "Nuclear Incident Report Form (IRF)" and printout
- Attachments 2 and 3, as applicable
- Attachment 4, "NRC Event Notification Form"
- ENRS callback verification report printout (CV report)
- Any other completed attachments
- Condition Report (if applicable)
- Log entries, as applicable

– End of Section 4.7 –

4.8 **ENRS Failure**

4.8.1 DIAL NU paging system, and ENTER numeric backup event code (i.e., 101, 201, 301, etc.) or NOTIFY SAS to transmit event code or text message.

NOTE

1. This Section is performed *only* when ENRS has failed or radiopager transmission was performed via "EasyView Remote."
2. A fax cover sheet is *not* required when distributing the IRF via SNET FAXWORKS.

4.8.2 DISTRIBUTE IRF via SNET FAXWORKS as follows:

a. PLACE completed IRF in telecopier feeder tray.

b. Using telephone connected to the fax machine, ENTER SNET FAXWORKS telephone number (9–800–229–4329).

c. IF ENRS is *not* operational, Refer To Section 4.8 and EPUG 08B, "Millstone Emergency Plan Resource Book," Section "Off–Site Towns/Agencies," and manually FAX notifications to State and Local Officials. ②

d. WHEN prompted for password, ENTER SNET FAXWORKS password (6552931) followed by asterisk (*).

e. WHEN prompted, ENTER 1 to send a fax.

f. WHEN prompted for choice of fax transmission schedule, ENTER 1 for immediate dispatch.

g. WHEN prompted for destination or distribution list number, ENTER 002 followed by asterisk (*).

h. WHEN prompted for next destination, ENTER pound key (#) to indicate there are no more destinations.

i. WHEN a steady fax tone is heard, PRESS "START/COPY" push button on telecopier.

4.8.3 Refer To Attachment 2 and Attachment 3, and NOTIFY all required call–in Level 2 radiopager holders.

4.8.4 Refer To EPUG 08B, "Millstone Emergency Plan Resource Book," and NOTIFY Information Technology (IT) of ENRS failure.

4.8.5 Go To Section 4.3 and PERFORM NRC notification.

– End of Section 4.8 –

4.9 ENS Failure

NOTE

1. This section is performed *only* when dedicated ENS lines have failed.
2. In an emergency, with loss of other communications, the state or local police may be contacted by radio and requested to place a call to the NRC.

4.9.1 IF ENS has failed, SELECT one of the following methods, as applicable:

- Commercial telephone line
- Trunk line to Berlin exchange
- Cellular telephone (station management or personal vehicle)
- Radio (state or local police to place call)

4.9.2 OBTAIN NRC Operations Center number from one of the following:

- Label on ENS telephone
- Attachment 2
- EPUG 08B
- Other listing or directory assistance (alternate number)

4.9.3 WHEN NRC is contacted, PROVIDE the following information:

a. ENS is inoperative

b. Information recorded in Attachment 4

c. IF event is being terminated via the report, notice of event termination.

4.9.4 Refer To EPUG–08B, "Millstone Emergency Plan Resource Book," and NOTIFY telecommunications personnel (not on–call) of ENS failure.

4.9.5 LOG NRC communications, as appropriate.

– End of Section 4.9 –

5. REVIEW AND SIGNOFF

5.1 The review and signoff for this procedure is located in the attachments.

6. REFERENCES

6.1 Developmental Documents

6.1.1 Code of Federal Regulations Title 10 Part 50; Appendix E, "Emergency Planning and Preparedness for Production and Utilization Facilities"

6.1.2 Code of Federal Regulations Title 10 Part 50.72; "Immediate Notification Requirements for Operating Nuclear Power Reactors"

6.1.3 "Defueled Safety Analysis Report Unit 1"

6.1.4 "Final Safety Analysis Report Unit 2," Appendix 12A

6.1.5 "Final Safety Analysis Report Unit 3," Section 13.3

6.1.6 "Millstone Nuclear Power Station Emergency Plan"

6.1.7 NUREG–0654, "Criteria for Preparation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants"

6.1.8 NUREG–0737, "Clarification of TMI Action Plan Requirements," Supplement 1, "Requirements for Emergency Response Capability"

6.2 Supporting Documents

6.2.1 EPUG–08B, "Millstone Emergency Plan Resource Book"

6.2.2 EPIP 4400 "Event Assessment, Classification, and Reportability"

7. SUMMARY OF CHANGES

Summary of Changes – Change 2

7.1 Added references to EPUG 08B, "Millstone Emergency Plan Resource Book," in steps 4.1.3, 4.6.5, and 4.8.2 to manually fax notifications if the ENRS is not operational or if requested when classification changes and updates are processed through the State EOC.

7.2 Updated telephone numbers in Attachment 3.

7.3 Moved FAXWORKS notification telephone numbers to EPUG 08B and deleted Attachment 5, "Alternate FAXWORKS Notifications Telephone Numbers."

7.4 Added steps to Attachment 7, "Switching Telephone Lines," to restore the SERO and State/Local lines to the primary server.

7.5 Performed minor editorial corrections.

Attachment 1
Nuclear Incident Report Form (IRF)

(Sheet 1 of 1)

– Please Check Appropriate Boxes –

1	IRF #
2	This report concerns an incident at: ☐ Millstone Site ☐ Millstone Unit 1 ☐ Millstone Unit 2 ☐ Millstone Unit 3
3	This is: ☐ NOT a Drill ☐ A Drill–Report ☐ A Drill–Not Report ☐ A Utility Drill–Report ☐ A Utility Drill–Not Report This is: ☐ NOT an Update ☐ An Update
4	INCIDENT CLASS This is: ☐ A Communications Drill ☐ A Radioactive Materials Incident ☐ A General Interest Event ☐ An Unusual Event ☐ An Alert ☐ A Site Area Emergency ☐ A General Emergency POSTURE CODE ☐ A Communications Drill ☐ Golf ☐ Fox ☐ Echo ☐ Delta–One (No radiological release) ☐ Delta–Two (Radiological Release) ☐ Charlie–One ☐ Charlie–Two ☐ Bravo ☐ Alpha
5	The event was classified on: *(Use military time)* Date _____ At _____ hrs.
6	The event involves: ☐ **No release** of radioactivity ☐ **Potential release** of radioactivity ☐ **Ongoing release** of radioactivity ☐ **Terminated release** of radioactivity
7	☐ Current Site Wind: At _____ hours (military time) wind at the site is from _____ (In degrees) into the _____ (In degrees) at _____ MPH ☐ Meteorological data is unavailable at this time.
8	Forecast Site Wind: ☐ Not applicable (Type NA) ☐ The wind is expected to shift at _____ hours (military time) and blow from the _____ (In degrees) into the _____ (In degrees) at MPH.
9	The Plant Status is: ☐ Stable ☐ Degrading ☐ Improving ☐ Unchanged since last report
10	Access to the site: ☐ Has been restricted ☐ Has not been restricted
11	The following offsite services have been requested: ☐ Police ☐ Fire ☐ Ambulance ☐ None ☐ Other
12	A further report: ☐ Will be given ☐ Will not be given
13	Additional Information: Major EAL Heading: Minor EAL Heading:
14	Name: *(Person filling out report)*
15	Authorization Signature (Shift Manager or DSEO) for release of message: Date: Time:
16	And is being reported on: Date/Time: _____

Level of Use
General

STOP THINK ACT REVIEW

Attachment 2
Utility, State, NRC Callback Verification Checklist
(All Events)

(Sheet 1 of 1)

Part I

1. ATTEMPT once to notify the NRC Resident Inspector(s).
   Date:_____Time:_____notified.

2. If unable to contact the NRC Resident Inspector(s), NOTIFY the NRC Operations Center.
   Date:_____Time:_____notified.

Part II

1. NOTIFY the NRC Operations Center using one of the following methods:

ENS	NRC Commercial Number	Fax Number
	301–816–5100	301–816–5151
	301–951–0550 (back–up)	

   Date:_____Time:_____notified.

2. PERFORM callback verification within about 30 minutes.
3. ATTACH this form to the Nuclear Incident Report Form prior to submitting to the Station Emergency Preparedness Coordinator.
4. LOG NRC communications, as appropriate.

Date: _____ IRF No. _____

Attachment 3
State and Local Community Callback Verification Checklist
(Sheet 1 of 1)

INSTRUCTIONS:

NOTE

Only one attempt is required for a UE backup notification.

1. IF event is UE or higher, ATTEMPT one backup notification of non–responders.
2. IF event is Alert or higher and non–responders cannot be reached, PERFORM the following:
   a. CONTACT State Police Barracks Dispatcher (Troop E, 848–1201).
   b. REQUEST immediate assistance in notifying non–responders.
   c. REQUEST police confirm response.

Officer Contacted: _____ Date/Time: _____ IRF No: _____

State/Local Communities	Telephone Numbers Primary	Telephone Numbers Backup	Radiopager (NUWAPS)/Pin Number	ENRS Call Back Numbers*	Time-Called	Comments
East Lyme ECC	739–3419	739–3410	9861	888–826–6606		
Fishers Island CEO	Southhold Town Police: 516–765–2600		9947	888–826–6606		
Groton City PD	445–2451		9862	888–826–6606		
Groton Town Emergency Dispatch	445–2497		9863	888–826–6606		
Ledyard Dispatch Center	464–7271	464–1138	9864	888–826–6606		
Lyme Emergency Dispatcher (V. Shore)	399–7921		9960	888–826–6606		
Montville Dispatch Center	848–9292	848–9293	9865	888–826–6606		
New London Dispatch Center	442–4444		9866	888–826–6606		
Old Lyme Emergency Dispatch (V.Shore)	399–7921		9973	888–826–6606		
Plum Island, N.Y. – PIADC	516–323–2500 516–323–2501		9970	888–826–6606		
Waterford Dispatch	Hotline		9867	888–826–6606		
State DEP (Dispatch)	424–3333	424–3338	9869	860–444–7469		
State OEM	566–3180	566–2074	9872	888–826–6606		
Suffolk County	516–852–4815 (911 Center) 516–924–5252		9879	888–826–6606		

NOTE: 6379 IS THE GROUP RADIOPAGER NUMBER for State/Local pagers.

*** Backup callback number 860–444–1387 (If toll free number fails, this number may be used as a backup)**

Attachment 4
NRC Event Notification Form
(Sheet 1 of 2)

NRC EVENT NUMBER: _____ NRC CONTACT (NAME) _____

NOTIFICATION TIME	FACILITY NAME	UNIT	CALLER'S NAME	TELEPHONE NUMBER
				( )

EVENT TIME (EST OR EDT)	EVENT DATE or IRF#	POWER (%) and MODE BEFORE	POWER (%) and MODE AFTER

EVENT CLASSIFICATION		1–Hr Non–Emergency 10 CFR 50.72 (b)(1)		4–Hr Non–Emergency 10 CFR 50.72 (b)(2)	
	GENERAL EMERGENCY	(i)(A)	TS Required S/D	(i)	Degrade While S/D
	SITE AREA EMERGENCY	(i)(B)	TS Deviation	(ii)	RPS Actuation (SCRAM)
	ALERT	(ii)	Degraded Condition	(ii)	ESF Actuation
	UNUSUAL EVENT	(ii)(A)	Unanalyzed Condition	(iii)(A)	Safe S/D Capability
	50.72 NON–EMERGENCY	(ii)(B)	Outside Design Basis	(iii)(B)	RHR Capability
	PHYSICAL SECURITY (73.71)	(ii)(C)	Not Covered by OPs/EOPs	(iii)(C)	Control of Rad Release
	TRANSPORTATION	(iii)	Earthquake	(iii)(D)	Accident Mitigation
	MATERIAL/EXPOSURE	(iii)	Flood	(iv)(A)	Air Release > 2 x App. B
	FITNESS FOR DUTY	(iii)	Hurricane	(iv)(B)	Liquid Release > 2 x App. B
	OTHER	(iii)	Ice/Hail	(v)	Offsite Medical
		(iii)	Lightning	(vi)	Offsite Notification
		(iii)	Tornado		
		(iii)	Other Natural Phenomenon		
		(iv)	ECCS Discharge to RCS		
		(v)	Lost ENS		
		(v)	Lost Other Assessment/Comms		
		(v)	Emergency Siren INOP		
		(vi)	Fire		
		(vi)	Toxic Gas		
		(vi)	Rad Release		
		(vi)	Other Hampering Safe Op.		

Attachment 4
NRC Event Notification Form
(Sheet 2 of 2)

DESCRIPTION: (Fill in as available)
1. SYSTEM(S) AFFECTED:
2. ACTUATIONS & THEIR INITIATION SIGNALS:
3. CAUSES (IF KNOWN):
4. EFFECT OF EVENT ON PLANT:
5. ACTIONS TAKEN OR PLANNED:
6. ADDITIONAL INFORMATION:

NOTIFICATIONS	YES	NO	WILL BE	ANYTHING UNUSUAL OR NOT UNDERSTOOD?	YES (EXPLAIN ABOVE)	NO
NRC RESIDENT				DID ALL SYSTEMS FUNCTION AS REQUIRED?	YES	NO (EXPLAIN ABOVE)
STATE				MODE OF OPERATION UNTIL CORRECTED:		
LOCAL				ESTIMATED RESTART DATE:		
OTHER GOV AGENCIES						
MEDIA/PRESS RELEASE						

RADIOLOGICAL RELEASES: CHECK OR FILL IN APPLICABLE ITEMS

	LIQUID RELEASE		GASEOUS RELEASE		UNPLANNED RELEASE		PLANNED RELEASE		ONGOING		TERMINATED
	MONITORED		UNMONITORED		OFFSITE RELEASE		T. S. EXCEEDED		RM ALARMS		AREAS EVACUATED
	PERSONNEL EXPOSED OR CONTAMINATED				OFFSITE PROTECTIVE ACTIONS RECOMMENDED				State release path in description		

	Release Rate (Ci/sec)	%T.S. LIMIT	HOO GUIDE	Total Activity	% T.S. LIMIT	HOO GUIDE
Noble Gas			0.1 Ci/sec			1000 Ci
Iodine			10 µCi/sec			0.01Ci
Particulate			1 µCi/sec			1 mCi
Liquid (excluding tritium & dissolved noble gases)			10 µCi/min			0.1 Ci
Liquid (tritium)			0.2 Ci/min			5 Ci
Total Activity						

	PLANT STACK	CONDENSER/AIR EJECTOR	MAIN STEAM LINE	SG BLOWDOWN
RAD MONITOR READINGS:				
ALARM SETPOINTS				
% T.S. LIMIT (if applicable)				

RCS OR SG TUBE LEAKS: CHECK OR FILL IN APPLICABLE ITEMS:			
LOCATION OF THE LEAK (e.g., SG#, valve, pipe, etc):			
LEAK RATE:	UNITS gpm/gpd	T. S. LIMITS:	
LEAK START DATE:	TIME:	COOLANT ACTIVITY & UNITS: PRIMARY –	SECONDARY –
LIST OF SAFETY RELATED EQUIPMENT NOT OPERATIONAL:			

SM/DSEO Signature : _____ Time:_____

Attachment 5
Notification and Callback Guidance
(Sheet 1 of 1)

ACTION (X – Required)	CLASSIFICATION			
	UE (Delta–1,2)	ALERT (Charlie 1)	SAE (Charlie 2)	GE (Bravo) (Alpha)
Nuclear IRF:				
•Enter current meteorological data	X	X	X	X
•Enter "Additional Information" in first message	(a)			
•Enter "Additional Information" in update	X	X	X	X
•Issue termination in first message	X(a)			
•Issue termination in update message	X	X	X	X
CALLBACK/BACKUP NOTIFICATIONS				
•Radiopager notifications (Att.3)	X	X	X	X
•REQUEST State Police call non–responding towns (Att.3)		X	X	X
OTHER:				
•ENS notification to NRC (b)	X	X	X	X
•NRC Resident notification	X	X	X	X

NOTES:

a. An Unusual Event (Delta–One or Delta–Two) may be terminated in the initial report if additional information has been reported.

b. Due to notification to State of CT.

Attachment 6
Preparing and Transmitting an Incident Report Form (IRF)
(Sheet 1 of 5)

1. Logging on to RapidReach

1.1 OPEN "RapidReach Primary" folder.

1.2 DOUBLE CLICK on "RapidReach" icon.

1.3 At "RapidReach login" screen, SELECT "Shift Tech" as user and SELECT "OK."

1.4 At "Password" screen, ENTER password and SELECT "OK."

1.5 IF "RapidReach Primary" is *not* operable, OPEN "RapidReach Secondary" folder and Go To step 1.2.

1.6 isionWHEN "OverView" screen appears, MINIMIZE screen.

2. Logging on to EasyView

2.1 DOUBLE CLICK on "EasyView" screen.

2.2 At "EasyView" screen, SELECT "Shift Tech" as user and SELECT "OK."

2.3 At "Password" screen, ENTER password and SELECT "OK."

2.4 WHEN "EasyView" screen appears, MINIMIZE screen.

3. Transmitting a Message using EasyView Remote Capability

3.1 SELECT phone link icon from "RapidReach Primary" or "RapidReach Secondary" folder.

3.2 OPEN "EasyView Remote" icon.

3.3 SELECT "Shift Tech" as user and SELECT "OK."

3.4 At "Password" screen, ENTER password and SELECT "OK."

3.5 On "EasyView" screen, SELECT appropriate scenario from menu.

3.6 SELECT "lightning bolt" icon.

3.7 WHEN "Start of Scenario" screen appears, SELECT "Set Common Message."

3.8 At "Root" tree, SELECT appropriate message (i.e., "Emergency Call–outs," etc.)

3.9 SELECT "OK."

3.10 WHEN "Start of Scenario" screen appears, SELECT "Start."

3.11 VERIFY page sent by monitoring "EasyView" screen.

4. Entering IRF Data into ENRS

4.1 DOUBLE CLICK on "Form" icon.

4.2 ENTER event information into IRF template.

4.3 SELECT appropriate printer name and SELECT "OK."

4.4 PRINT IRF and VERIFY information is correct.

4.5 IF information on IRF printout is *not* correct, EDIT template and PRINT IRF.

4.6 SAVE IRF.

NOTE

Saving the IRF form to "Print–to–Image" attaches the fax to the radiopager message.

4.7 PERFORM the following to save IRF image for fax and radiopaging purposes:

a. SELECT "File" and SELECT "Print."

b. SELECT "Print–2–Image," and SELECT "OK."

c. SELECT appropriate setup from "Select configuration box."

d. SELECT "OK."

e. CLICK on "Root" tree folder in "Select message to fax," screen.

f. SELECT appropriate information from Root tree. (e.g., Emergency Call–outs, etc.)

g. WHEN all selections are complete, SELECT "OK."

4.8 MINIMIZE IRF form, as necessary.

5. Recording IRF Data into ENRS

5.1 MAXIMIZE "RapidReach" screen and SELECT "microphone" icon (Show Message Window).

5.2 DOUBLE CLICK on "Root" tree.

NOTE

"Informational Message" is selected when recording IRF data.

5.3 SELECT "Informational Message."

5.4 Under "Audio Message," SELECT "microphone" icon.

5.5 WHEN "Record" screen appears, SELECT "Rec" button.

5.6 After recording entire IRF, SELECT "Stop."

5.7 SELECT "Play" and VERIFY recorded information is all of the following:

- correct
- clear
- audible

5.8 IF step 5.7 is *not* true, Go To step 5.5.

5.9 SELECT "OK."

5.10 OBTAIN SM or EOF DSEO signature on written IRF.

5.11 MINIMIZE "RapidReach" screen.

6. Transmitting IRF Message

6.1 SELECT "EasyView" screen and SELECT appropriate scenario from menu.

6.2 SELECT "lightning bolt" icon.

6.3 WHEN "Start of Scenario" appears, SELECT "Set Common Message."

6.4 At "Root" tree, SELECT appropriate message (i.e., "Emergency Call–outs," etc.).

6.5 SELECT "OK."

6.6 WHEN "Start of Scenario" screen appears, SELECT "Start."

7. Callback Verification (CV)

NOTE

"Overview" screen will display callout status.

7.1 To verify radiopage sent, MONITOR "Easyview" screen and VERIFY controlled console radiopager activates.

7.2 SELECT "RapidReach" screen and MONITOR callbacks on "Overview" screen.

7.2.1 SELECT most recent scenario number from call–out grid box (the top box).

7.2.2 MONITOR "Individuals in group" box for status and response.

7.3 MONITOR screen as positions call back, acknowledging page.

7.4 To reset printer, SELECT "File" and SELECT "Printer Setup."

7.5 IF necessary, RESET printer selected.

7.6 On "Overview" screen, PRINT "Groups–in–callout" callback verification report.

7.7 FAX SERO results to MOR.

8. Restoration of General Default Message

8.1 At "RapidReach" screen, SELECT "Show Message Window" button.

8.2 DOUBLE CLICK on "Root" tree.

8.3 SELECT "Informational Message."

8.4 Under "Audio Message," SELECT "microphone" icon.

8.5 WHEN "Record" screen appears, SELECT "Rec" button.

8.6 RECORD the following:

- "There is no information presently available for Millstone Station."

8.7 WHEN message has been recorded, SELECT "Stop."

8.8 SELECT "Play" and VERIFY recorded information is all of the following:

- correct
- clear
- audible

8.9 IF step 8.8 is *not* true, Go To step 8.5.

8.10 SELECT "OK."

8.11 From "Root" tree, SELECT event message used (Emergency Call–outs," etc.).

8.12 SELECT red subtraction button in fax box on lower right of screen.

8.13 SELECT "Yes" to delete and OBSERVE "Same as alpha pager" in fax message box.

8.14 SELECT "File" and SELECT "Exit."

8.15 CLOSE the following, as necessary:

- RapidReach window
- EasyView window
- IRF form

Attachment 7
Switching Telephone Lines
(Sheet 1 of 2)

NOTE

If the ENRS primary phone server is down, a communication failure has occurred. Telephone lines will need to be switched to the secondary phone server.

1. IF primary system is down, PERFORM the following:

   1.1 LIFT the dedicated ENRS handset.

   1.2 PRESS position "g" (blue button) labelled "Press for SERO Transfer."

   1.3 DIAL "2724."

   1.4 WAIT for confirmation tone (3 beeps).

2. IF confirmation tone is *not* heard, Go To step 1.

NOTE

The light will stay on to indicate the successful transfer of telephone lines.

3. REPLACE handset and OBSERVE light on position "g" (blue button) illuminates, indicating transfer of SERO telephone lines.

4. LIFT the dedicated ENRS handset again.

5. PRESS position "i" (red button) labelled "Press for Transfer of State/Local to Back up."

6. OBSERVE the following:

   6.1 Light on position "i" (red button) will illuminate for a few seconds and then turn off.

   6.2 Light on position "h" (yellow button) labelled "Light "ON" State/Local on Back up" will illuminate and stay on, indicating transfer of State/Local lines.

7. REPLACE handset.

8. IF either OR both lights fail to illuminate, Go To step 5.

NOTE

If the ENRS phone server is on the secondary system, green lights will be illuminated on the telephone.

9. RESTORE phone server from secondary to primary, as follows:

   9.1 PRESS position"g" (blue button) labelled "Press for SERO Transfer."

   9.2 OBSERVE light on position "g" (blue button) is *not* lit, indicating transfer of SERO lines.

10. RESTORE State/Local line to primary server, as follows:

    10.1 LIFT the dedicated ENRS handset.

    10.2 PRESS position "j" (green button) labelled "Press to Restore State/Local to Primary," and OBSERVE the following:

    10.2.1 Light on position "j" (green button) labelled "Press to Restore State/Local to Primary," is lit.

NOTE

Lights on position "h" and position "j" will go out after illumination.

    10.2.2 Light on position "h" (yellow button) labelled "Light "ON" State/Local on Back up," is *not* lit.

    10.2.3 Light on position "j" (green button) labelled "Press to Restore State/Local to Primary," is *not* lit.

Docket Nos. 50-245
50-336
50-423
B17986

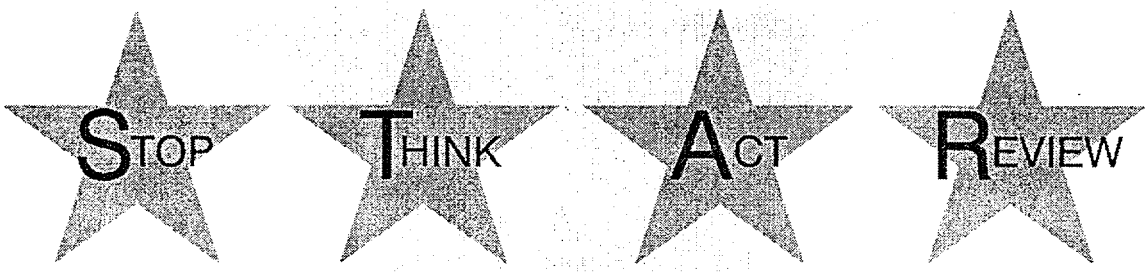
Attachment 4

Millstone Nuclear Power Station, Unit Nos. 1, 2, and 3

Corporate Procedure IRG01, Revision 6
Information Technology (IT) Procedure for ERDS

February 2000

MILLSTONE NUCLEAR POWER STATION



Information Technology (IT) Procedure for ERDS

CPROC IRG01

Rev. 6

Approval Date: 1-5-00

Effective Date: 1-12-00

Northeast Utilities System

CPROC IRG 01 (MP)

INFORMATION TECHNOLOGY GROUP

DATA CENTER OPERATIONS

NUCLEAR EVENT USER'S GUIDE

APPROVED _____
Director - IT Computer Operations, Allen L Pollock

REVISION 6

DATE 01/12/2000

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INTRODUCTION

The Emergency Response Data System (ERDS) is a direct, near real time electronic data link between the Wethersfield data center, Millstone Station, and the Nuclear Regulatory Commission (NRC) which provides automated transmission of selected data to the NRC. Only four separate links exist for various utilities to establish a connection with the NRC at one time. In the process of activating ERDS, a connection to the NRC is not possible if the four links are already established with other utilities. In this case, when one of the units drops out, it will be possible to re-establish a link. This may take several hours to several days.

1. Nuclear Event Information

1.1 PURPOSE

To describe an action plan and provide a sequence of events that Computer Operators/Network Control Technicians manning the Data Center Operations Computer Room from Wethersfield CT will undertake in the event of a Nuclear Emergency, Nuclear Exercise, or Nuclear Drill condition at Millstone Station, or when requested by the NRC for other events such as severe weather conditions.

1.2 RESPONSIBILITY

It is the responsibility of the Data Center Operations Shift Supervisor of the affected shift to ensure the successful implementation of this procedure.

1.3 GENERAL

In the case of a Nuclear Event (whether it be an Emergency, Exercise, or Drill), a representative from one of the positions specified on the Nuclear Event Authorization List will call the Data Center Operations Computer Room and inform the Computer Operator(s)/Network Control Technician(s) on duty that a Nuclear Event condition exists by using a Code Phrase. Code Phrases are:

Code 1 Nuclear Emergency

Code 2 Nuclear Exercise

Code 3 Nuclear Drill

Code 4 Millstone or NRC Request of ERDS Connection

1.4 TYPES OF NUCLEAR EVENTS

There are four (4) types of Nuclear Events. They are:

Code 1 Nuclear Emergency

Code 2 Nuclear Exercise

Code 3 Nuclear Drill

Code 4 Millstone or NRC Request of ERDS Connection

- **NUCLEAR EMERGENCY**

This is the highest level significant event and will require all of IT's resources. It is designated as a *CODE 1 NUCLEAR EMERGENCY*, and will be conveyed as such to the Computer Operator/Network Control Technician by an authorized Millstone Station representative. (Refer to EPUG 08B, Millstone Resource Book, to verify name and position, as necessary.)

- **NUCLEAR EXERCISE**

This is the second level significant event and will require more of IT's resources than a Drill but less than the Nuclear Emergency. It is designated as a ***CODE 2 NUCLEAR EXERCISE***, and will be conveyed as such to the Computer Operator/Network Control Technician by an authorized Millstone Station representative.

- **NUCLEAR DRILL**

This is the lowest level significant event and will require the least amount of IT's resources. It is designated as a ***CODE 3 NUCLEAR DRILL*** and will be conveyed as such to the Computer Operator/Network Control Technician by the authorized Millstone Station representative.

- **Millstone or NRC Request of ERDS Connection**

This is an event which is requested by a Millstone representative or the NRC due to severe weather conditions. To initiate the ERDS link to the NRC, the following script should be followed:

The Code phrase for this situation is **"CODE 4 MILLSTONE OR NRC REQUEST OF ERDS CONNECTION."**

Upon hearing this code phrase, the ERDS activation procedures which are located in the Computer Operations Tape pool area should be followed as documented in the ERDS manual in Wethersfield.

Nuclear Event Organizational Listing

Millstone Station Emergency Response Organization

An authorized Millstone Nuclear representative shall call into Operations (red Nuclear operations phone located in the Computer Operations department) and identify himself/herself as a member one of the departments mentioned below.

The following are specific Millstone Departments authorized to call Wethersfield in a Nuclear Emergency, Exercise, Drill, or an ERDS activation to the NRC. Refer to EPUG 08B for specific names of individuals who belong to these departments:

Director of Station Emergency Operations
Assistant Director Emergency Operations Facility
Assistant Director Technical Support
Shift Manager or Manager of Control Room Operations (MP1, MP2, or MP3)
Manager of Communications
Shift Technician
Technical Information Coordinator

Code 1 Nuclear Emergency

The Data Center Operations Computer Room will be notified by an authorized Millstone Station representative specified in EPUG 08B that a ***CODE 1 NUCLEAR EMERGENCY*** condition exists.

The following steps shall be performed:

1. Request the phone number that the authorized representative is calling from.

2. Verify that the caller's department is on the Nuclear Event Authorization List and validate in **EPUG 08B,** as necessary.

3. Reset online performance of CICSNPRX region to 69 by entering the following command on SYSA:

   E CICSNPRX, PERFORM=69

4. First notify the NRC prior to establishing an ERDS connection to them. NRC phone numbers are on page 2 of the ERDS procedure located next to the ERDS Send System in the Computer Operations tape pool area. Than initiate the ERDS link of the affected nuclear unit(s) to the NRC from the Emergency Send System (ESS) workstations located in the Computer Operations Tape Pool area.

5. Attempt to activate the data line to the Connecticut State Armory in Hartford by placing its modem in Dial Backup mode. (See section on 2640 Modem Dial Backup Procedures.)

   Connecticut State Armory (Hartford) Data Line - ARMORY

6. Logon to TSO2

   At the *READY* prompt, type in **ISPF 6**

   At the ===> prompt, type in **SETEMERG EMERGEN**

   This will implement a broadcast message on both TSO1 and TSO2 that will inform all users that a Nuclear Emergency condition exists.

7. The Computer Operator/Network Control Technician will have the Data Center Operations Shift Supervisor take over the decision making process as soon as possible after receiving the authorized notification of a ***CODE 1 NUCLEAR EMERGENCY.***

8. The Data Center Operations Shift Supervisor shall arrange for any additional specialized personnel or replacement personnel in the event that the Emergency continues for an extended period of time.

9. The following personnel should be notified when a CODE 1 NUCLEAR EMERGENCY is in progress:

Director-IT Infrastructure	Ed Peczynski	x5026	**Pager** **Home**	9-588-9643 9-238-1775
Manager-Data Center Operations	Paul D Mason	x4364	**Pager**	860-260-2039
Data Center Operations Shift Supervisor	Steve Mason	x4408	**Pager**	8-1-800-542-5154 ID# 1123872

All other Computer Operators/Network Control Technicians on the shift

NOTE: It will be the responsibility of the Integrated Control Center Shift Supervisor of the affected shift to notify all other shift supervisors.

10. In the event that the computer system is not available due to hardware or software maintenance, the maintenance will be terminated as quickly as possible and the computer system will be returned to service.

11. The ***CODE 1 NUCLEAR EMERGENCY*** will be considered complete when a telephone call is received from one of the authorized Millstone Station Emergency Response Organizational departments. At that time, all personnel previously informed of the event should be notified that the event is over. The Computer Operations Center will call the Millstone Station Emergency response personnel back and inform them when the ERDS link was terminated from the NRC.

12. Logon to TSO2

    At the *READY* prompt, type in **ISPF 6**

    At the ===> prompt, type in **SETEMERG UNSET**

    This will remove the previously implemented broadcast message.

13. Reset online performance of CICSNPRX region back to its original level by entering the following command on SYSA:

    E CICSNPRX, PERFORM=28

Code 2 Nuclear Exercise

The Data Center Operations Computer Room will be notified by an authorized Millstone Station representative specified in EPUG 08B that a ***CODE 2 NUCLEAR EXERCISE*** condition exists.

The following steps shall be performed:

1. Request the phone number that the authorized representative is calling from.

2. Verify the caller's department is on the Nuclear Event Authorization List and validate in EPUG 08B, as necessary.

3 Verify the Simulator Building OFIS data line is active and recording data.

   Simulator OFIS Data Line-MPSIMUL. D NET,ID=MPSIMUL -> from Netv1

4. Logon to TSO2

   At the *READY* prompt, type in **ISPF 6**

   At the ===> prompt, type in **SETEXER OFISEXER**

   This will implement a broadcast message on both TSO1 and TSO2 that will inform all users that a Nuclear Exercise is taking place.

5. If users experience slow response within the CICSPRD3 region, reset the online performance of CICSPRD3 to 69 by entering the following command on SYSA:

   E CICSPRD3, PERFORM=69

6. Verify the MPSIMUL circuit is recording successfully. Log into CICSPRD3, clear the screen, type OFIS. To navigate between the Nuclear plants, depress pf1 for MP1 through pf3 for MP3. Verify the upper left portion of the screen's current date is the same as the upper right portion of the screen's data date and the current time and data time are no more then a few minutes apart.

7. A Millstone representative will request a Computer Operations Network Control Technician to simulate initiating the ERDS link of the affected nuclear unit(s) to the NRC from the Emergency Send System (ESS) workstation(s) located in the Tape Pool area.

8. The Computer Operator/Network Control Technician will have the Data Center Operations Shift Supervisor take over the decision making process as soon as possible after receiving the authorized notification of a ***CODE 2 NUCLEAR EXERCISE.***

9. The Data Center Operations Shift Supervisor shall arrange for any additional specialized personnel or replacement personnel in the event that the Drill continues for an extended period of time.

10. The following personnel should be notified when a *CODE 2 NUCLEAR EXERCISE* is in progress:

Manager-Data Center Operations	Paul D Mason x4364	**Pager**	860-260-2039
Data Center Operations Shift Supervisor	Steve Mason x4408	**Pager**	8-1-800-542-5154 ID# 1123872

All other Computer Operators/Network Control Technicians on the shift

NOTE: It will be the responsibility of the Data Center Operations Shift Supervisor of the affected shift to notify all other shift supervisors.

11. In the event that the computer system is not available due to hardware or software maintenance, the maintenance will be terminated as quickly as possible and the computer system will be returned to service.

12. The ***CODE 2 NUCLEAR EXERCISE*** will be considered complete when a telephone call is received from one of the authorized Millstone Station Emergency Response Organization departments indicating that the *CODE 2 NUCLEAR EXERCISE* is complete. At that time, all personnel informed of the event should be notified that the event is over.

13. Logon to TSO2

    At the *READY* prompt, type in **ISPF 6**

    At the ===> prompt, type in **SETEXER UNSET**

    This will remove the previously implemented broadcast message.

14. If online performance of CICSPRD3 region was changed to 69 due to slow response, reset CICSPRD3 performance back to its original level by entering the following command on SYSA:

    E CICSPRD3, PERFORM=56

Code 3 Nuclear Drill

The Data Center Operations Computer Room will be notified by an authorized Millstone Station representative specified in EPUG 08B that a ***CODE 3 NUCLEAR DRILL*** condition exists.

The following steps shall be performed:

1. Request the phone number that the authorized representative is calling from.

2. Verify the caller's department is on the Nuclear Event Authorization List and validate in EPUG 08B, as necessary.

3. Verify the Simulator Building OFIS data line is active and recording data.

   Simulator OFIS Data Line-MPSIMUL. D NET,ID=MPSIMUL -> from Netv1

4. Logon to TSO2

5. At the *READY* prompt, type in **ISPF 6**

   At the ===> prompt, type in **SETDRILL OFISDRIL**

   This will implement a broadcast message on both TSO1 and TSO2 that will inform all users that a Nuclear Drill is taking place.

5. If users experience slow response within the CICSPRD3 region, reset the online performance of CICSPRD3 to 69 by entering the following command on SYSA:

   E CICSPRD3, PERFORM=69

6. Verify the MPSIMUL circuit is recording successfully. Log into CICSPRD3, clear the screen, type OFIS. To navigate between the Nuclear plants, depress pf1 for MP1 through pf3 for MP3. Verify the upper left portion of the screen's current date is the same as the upper right portion of the screen's data date and the current time and data time are no more then a few minutes apart.

7. A Millstone representative will request a Computer Operations Network Control Technician to simulate initiating the ERDS link of the affected nuclear unit(s) to the NRC from the Emergency Send System (ESS) workstation(s) located in the Tape Pool area.

8. The Computer Operator/Network Control Technician will have the Data Center Operations Shift Supervisor take over the decision making process as soon as possible after receiving the authorized notification of a ***CODE 3 NUCLEAR DRILL***.

9 The Data Center Operations Shift Supervisor shall arrange for any additional specialized personnel or replacement personnel in the event that the Drill continues for an extended period of time.

10. The following personnel should be notified when a *CODE 3 NUCLEAR DRILL* is in progress:

Manager-Data Center Operations	Paul D Mason	x4364	**Pager**	860-260-2039
Data Center Operations Shift Supervisor	Steve Mason	x4408	**Pager**	8-1-800-542-5154 ID# 1123872

All other Computer Operators/Network Control Technicians on the shift

NOTE: It will be the responsibility of the Data Center Operations Shift Supervisor of the affected shift to notify all other shift supervisors.

11. In the event that the computer system is not available due to hardware or software maintenance, the maintenance will be terminated as quickly as possible and the computer system will be returned to service.

12. The ***CODE 3 NUCLEAR DRILL*** will be considered complete when a telephone call is received from one of the authorized Millstone Station Emergency Response Organization departments indicating that the ***CODE 3 NUCLEAR DRILL*** is complete. At that time, all personnel informed of the event should be notified that the event is over.

13. Logon to TSO2

    At the *READY* prompt, type in **ISPF 6**

    At the ===> prompt, type in **SETDRILL UNSET**

    This will remove the previously implemented broadcast message.

14. If online performance of CICSPRD3 region was changed to 69 due to slow response, reset CICSPRD3 performance back to its original level by entering the following command on SYSA:

    E CICSPRD3, PERFORM=56

Code 4 Millstone or NRC Request of ERDS Connection

"Code 4 Millstone or NRC Request of ERDS Connection." Upon hearing this code phrase, a Computer Operations Network Control Technician shall initiate the ERDS link of the affected nuclear unit(s) to the NRC from the Emergency Send System (ESS) workstations located in the Computer Operations Tape Pool area.

The ERDS data link procedures which are located in the Computer Operations Tape pool area next to the ERDS ESS workstations should be followed as documented in the ERDS manual in Wethersfield.

Priority and IRGEST Logon IDs

I. Priority Logon IDs

The following two logon prefixes are priority logons:

MP840ZA and **MP840ZB**

Any seven (7) character logon ID beginning with these six (6) characters is a priority logon ID.

Example: ***MP840ZA*** *or* ***MP840ZB***

II. IRGEST Logon IDs

The IRG Emergency Support Team (IRGEST) has also been assigned two (2) logon IDS for nuclear event purposes.

The logon IDs are ***BE007ZA*** and ***BE007ZB.***

2640 Modem Dial Backup Procedures

I. Dial Backup Initialization

1. Press the CONFIG button until *EDDR* appears in the display panel.
   If *EDDR* appears in the display panel, go to Step 6.
   If *ENTER PSW* appears in the display panel, go to Step 2.

2. If *ENTER PSW* appears in the display panel, press the Right Arrow button until the first digit of the password starts flashing.

3. Press the ADV# button to change the number. The default modem password is **5215**.

   Use the Right Arrow button to change the number position.

4. When the entire password has been put in, press the ENTER button.
   If the password procedure is successful, *WELCOME* will appear on the display panel.

5. Press the CONFIG button until *EDDR* appears on the display panel.

6. Press the Down Arrow button until *INIT* appears in the display panel.

7. Press the ENTER button.
   The modem should begin to dial out.
   TX ESTAB will appear in the display panel if the Transmit connection is successful.
   RX ESTAB will appear in the display panel if the Receive connection is successful.

8. After a few seconds, the yellow FLBK light will come on. This light denotes a successful dial backup connection.
   The red DCD light should also come on. If it does not, scope the VTAM ID on NETV1. I.E. . . -> V NET,ACT,ID=ARMORY,ALL

II. Dial Backup Termination

This procedure must be followed first if the yellow FLBK (Fallback) light is on but the red DCD (Data Carrier Detect) light is not on. The FLBK light must <u>not</u> be on in order to initiate a dial backup connection.

1. Press the CONFIG button until *EDDR* appears in the display panel.
   If *EDDR* appears in the display panel, go to Step 6.
   If *ENTER PSW* appears in the display panel, go to Step 2.

2. If *ENTER PSW* appears in the display panel, press the Right Arrow button until the first digit of the password starts flashing.

3. Press the ADV# button to change the number. The default modem password is **5215**. Use the Right Arrow button to change the number position.

4. When the entire password has been entered, press the ENTER button.
   If the password procedure is successful, *WELCOME* will appear on the display panel.

5. Press the CONFIG button until *EDDR* appears on the display panel.

6. Press the Down Arrow button until *TERM* appears in the display panel.

7. Press the Right Arrow button until *W/O TEST* appears in the display panel.

8. Press the ENTER button. After a few seconds, the yellow FLBK light will go out. Initialization procedures may now be followed to establish a dial backup connection.

Docket Nos. 50-245
50-336
50-423
B17986

Attachment 5

Millstone Nuclear Power Station, Unit Nos. 1, 2, and 3

EPIP 4400A, Revision 0, Change 1
Non-Emergency Station Events

February 2000

04/09/99
Approval Date

04/12/99
Effective Date

~~SORC 1/26/0~~
BT 1/25

Document Action Request

A

Initiated By: B. Tarallo Date: 1/24/00 Department: SPG Ext.: 2096

Document No.: EPIP 4400A Rev. No.: 0 Chg. No.: 1

Title: Non-Emergency Station Events

B

Reason for Request (attach commitments, CR's, AR's, etc) KB 1/24/00

Reflect Unit 3 (vs Unit 1) as the lead unit for non-unit ~~emergency~~ specific events.

Continued ☐

C

Change Instructions

Remove and replace page 5.

Continued ☐

D

Interim Approval

Temporary Change

(1) Plant Mngt Staff Member Print/Sign/Date (2) SM/SRO/CFH on Unit Print/Sign/Date

E

Procedure Request/Feedback Disposition

Priority: ☐ Perform Now ☐ Perform Later ☐ Rejected - See Comments

Activity: ☐ New Document ☐ Cancellation ☐ Rev ☐ Minor Rev ☐ Temp Change ☒ Change ☐ OTC
☐ Biennial Review ☐ Place in DNU ☐ Remove from DNU ☐ Edit Corr.:

Plant Mngt Staff Member - Interim Approval

Comments:

RI/DPC Print Name and Date

Continued ☐

F

Reviews		Print	Sign	Date	SQR Qualified Yes	SQR Qualified No	SQR Qualified Dept.	✓ If Comments
	☐				☐	☐		
	☐				☐	☐		
	☐				☐	☐		
RAC 06	☒	K Burgess	K Burgess	1/25/00			EPSD	
Independent	☒	M. Birch	M. Birch	1/25/00	☐	☐	EPSD	
Writer's Guide	☐							
Validation	☐							

G

Safety Evaluation/Environmental Review Attached? ☐ Yes ☒ No

H

☐ **SQR Program Final Review and Approval**

Approval ☐ Disapproval ☐

SQR Qualified Independent Reviewer

Department Head/Responsible Individual

Approval Date

☒ **SORC/PORC/RI/DH Final Review and Approval**

1/25/00
Department Head/Responsible Individual

for
Approval Signature

1/26/00 #00 - 04
Approval Date and Meeting No.

I

Effective Date: 1/28/00

2.3.7 Lead unit – The unit which assumes classification responsibilities for reportable events. The lead unit may be any of the following:

- In unit specific events, the affected unit.
- For non–unit specific events (i.e., station security, hurricane, earthquake, fitness for duty, etc.), Unit ~~1~~ 3 is the lead unit, unless otherwise designated. chg. 1
- In situations involving multiple events, the unit experiencing the most severe event has the lead.
- A non–affected unit may be requested to assume the lead by the affected unit (e.g., loss of control room habitability).

2.3.8 Leaking Underground Storage Tank – A tank confirmed (through excavation, vendor precision testing, or positively identified by other indications, i.e., unaccountable actual tank level decrease with associated confirmatory evidence) to be leaking a petroleum product into the ground.

2.3.9 MINIMIZE – To reduce in size

2.3.10 MRDA – Manager of Radiological Dose Assessment (SERO on–call position comprised of chemistry personnel)

2.3.11 NERF – Non–Emergency Event Report Form

2.3.12 Notification time – The time the NERF message is released (reported on).

2.3.13 NPDES – National Pollutant Discharge Elimination System. Regulations and water discharge permits required by the Clean Water Act.

2.3.14 Oil Spills to Receiving Water – Oil spills originating from the station that produce a visible sheen on receiving water. Oil sheens produced after rainstorms from normal and routine operations are not considered spill events. (Reportable to the NRC)

2.3.15 Receiving Water or Water Body – The quarry, Long Island Sound, or a yard drain that will discharge to the quarry or Long Island Sound.

Docket Nos. 50-245
50-336
50-423
B17986

Attachment 6

Millstone Nuclear Power Station, Unit Nos. 1, 2, and 3

EPIP 4412, Revision 3, Change 1
Evacuation and Assembly

February 2000

04/09/99
Approval Date

04/12/99 SORC 1/26/00
Effective Date B. Decerst 1/25

Document Action Request

A

Initiated By: B. Tarallo Date: 1/24/00 Department: SPG Ext.: 2096

Document No.: EPOP 4412 Rev. No.: 3 Chg. No.: 1

Title: Evacuation and Assembly

B

Reason for Request (attach commitments, CR's, AR's, etc) 1/24/00

Reflect Unit 3 (vs Unit 1) as the lead unit for non-unit specific emergency events. AR 99012256

Continued ☐

C

Change Instructions

Remove and replace pages 6 and 14.

Continued ☐

D

Interim Approval

Temporary Change

(1) Plant Mngt Staff Member Print/Sign/Date (2) SM/SRO/CFH on Unit Print/Sign/Date

E

Procedure Request/Feedback Disposition

Priority: ☐ Perform Now ☐ Perform Later ☐ Rejected - See Comments

Activity: ☐ New Document ☐ Cancellation ☐ Rev ☐ Minor Rev ☐ Temp Change ☒ Change ☐ OTC ☐ Biennial Review ☐ Place in DNU ☐ Remove from DNU ☐ Edit Corr.:

Plant Mngt Staff Member - Interim Approval

Comments:

RI/DPC Print Name and Date

Continued ☐

F

Reviews		Print	Sign	Date	SQR Qualified Yes	SQR Qualified No	SQR Qualified Dept.	✓ If Comments
	☐				☐	☐		
	☐				☐	☐		
	☐				☐	☐		
RAC 06	☒	K Burgess	K Burgess	1/25/00			EPSD	
Independent	☒	M. Birch	M. Birch	1/25/00	☐	☐	EPSD	
Writer's Guide	☐							
Validation	☐							

G

Safety Evaluation/Environmental Review Attached? ☐ Yes ☒ No

H

☐ **SQR Program Final Review and Approval**

Approval ☐ Disapproval ☐

SQR Qualified Independent Reviewer

Department Head/Responsible Individual

Approval Date

☒ **SORC/PORC/RI/DH Final Review and Approval**

1/25/00

Department Head/Responsible Individual

FOR

Approval Signature

1/26/00 #00-04

Approval Date and Meeting No.

I

Effective Date: 1/28/00

4. INSTRUCTIONS

NOTE

1. The Shift Manager or DSEO may proceed directly to Attachment 1 or issue a plant page or when prompt action is required to protect the safety and health of the public and station personnel.
2. The Shift Manager or DSEO may assign steps to assistants, but shall approve all protective actions that include evacuation.
3. The affected unit is the lead unit unless the affected unit requires assistance. Unit ~~1~~ 3 is normally the lead unit for station and security events.

chg. 1

SM, DSEO, or Designee

4.1 **Condition Assessment**

4.1.1 IF event is classified as one of the following, evacuation must be considered unless conditions (e.g., time, weather, security hazards, radiological) are constrained:

- Alert as defined by the "Barrier Failure Reference Table"
- Site Area Emergency
- General Emergency

4.1.2 DETERMINE the following:

- General nature of event
- Source
- Probable cause

4.1.3 NOTIFY the SSS/MOS and MRCA of event and pending evacuation and OBTAIN the following information:

- Time estimate to pre–position personnel to support evacuation
- Site access restriction

Attachment 1
Announcement worksheet
(Sheet 1 of 1)

GUIDANCE (SM/DSEO) Enter or cross out information to create message text. Ensure clarity, accuracy and duration of less than approximately one minute for the announcement page.	
PRECAUTIONS	CONSTRAINTS CONSIDERED:
	❑ Weather ❑ Radiological ❑ Security ❑ Chemical ❑ Other ❑ None
	NOTIFY:
	❑ Security ❑ HP ❑ Unaffected Units ❑ TSC/OSC ❑ Waterford (Town)
SOUND STATION ALARM	❑YES ❑NO (Not required for some events)
	Activate outside speakers ❑
ANNOUNCEMENT	"ATTENTION ALL PERSONNEL! ATTENTION ALL PERSONNEL!"
CONDITION	"A_____ _____." • emergency class _____ • radiological release • fire • chemical release • security event • hazardous condition • other_____ • is in progress • exists • has been declared • other_____ (optional–location, time, or other information)
PERSONNEL FOR RETENTION (as applicable)	"ALL SERO MEMBERS REPORT TO YOUR DUTY STATION." "ALL (Unit__, Maintenance, I&C, Engineering, etc.) PERSONNEL ASSEMBLE IN THE (cafeteria, NAP) AND BADGE IN NOW."
PERSONNEL FOR RELEASE	"ALL PERSONNEL_____ _____." • not directly involved with plant security, safety, or operations • in the vicinity of (location)_____ • (other) _____ • exit the protected area • evacuate the site/unit_____ • stay clear of (unit/location)_____ • take shelter indoors, close doors, windows, and vents • assemble at (location)_____ • are dismissed early at_____ • proceed to your vehicles and leave the site • proceed to your vehicles and follow security instructions • (other)
	REPEAT THE PAGE
APPROVAL	Name:_____Date:_____Time:_____ SM/DSEO
EVACUATION FOLLOW-UP	_____Security verifies announced actions and outside sweep underway _____Security identifies unaccounted within 30 minutes (goal) _____Security pages missing names within 45 minutes to key in or call ext. 4701

chg. 1