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W. R. McCollum, Jr.
Vice President

February 21, 2000

U. S. Nuclear Regulatory Commission
Document Control Desk
Washington, D. C. 20555

Subject: Oconee Nuclear Station
Docket Nos. 50-269, -270, -287
Emergency Plan Implementing Procedures Manual
Volume C Revision 2000-01

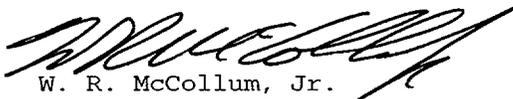
Please find attached for your use and review copies of the revision to the Oconee Nuclear Station Emergency Plan: Volume C Revision 2000-01, February, 2000

This revision is being submitted in accordance with 10 CFR 50-54(q) and does not decrease the effectiveness of the Emergency Plan or the Emergency Plan Implementing Procedures.

Any questions or concerns pertaining to this revision please call Mike Thorne, Emergency Planning Manger at 864-885-3210.

By copy of this letter, two copies of this revision are being provided to the NRC, Region II, Atlanta, Georgia.

Very truly yours,



W. R. McCollum, Jr.
VP, Oconee Nuclear Site

xc: (w/2 copies of attachments)
Mr. Luis Reyes,
Regional Administrator, Region II
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w/copy of attachments
Mr. Steven Baggett
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(w/o Attachments, Oconee Nuclear Station)
NRC Resident Inspector
M. D. Thorne, Manager, Emergency Planning

A045

February 21, 2000

OCONEE NUCLEAR SITE
INTRASITE LETTER

SUBJECT: Emergency Plan Implementing Procedures
Volume C, Revision 2000-01

Please make the following changes to the Emergency Plan
Implementing Procedures Volume C by following the below
instructions.

REMOVE

Cover Sheet Rev. 99-08
Table of Contents page 1& 2
RP/0/B/1000/002 - (06/02/99)
C&F Functional Area
Directive 102 -(06/15/98)
Training Division Emergency
Response Guide DTG-07
(09/29/99)

ADD

Cover Sheet Rev. 2000-01
Table of Contents page 1 & 2
R/0/B/1000/002 - (02/14/2000)
C&F Functional Area
Directive 102 - (02/02/2000)
Training Division Emergency
Response Guide - (02/01/2000)

DUKE POWER

EMERGENCY PLAN IMPLEMENTING PROCEDURES VOLUME C



APPROVED:

W. W. Foster, Jr.

W. W. Foster, Manager
Safety Assurance

02/21/2000
Date Approved

02/21/2000
Effective Date

VOLUME C
REVISION 2000-01
FEBRUARY, 2000

VOLUME C
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HP/0/B/1009/018	Offsite Dose Projections - (06/02/99)
HP/0/B/1009/020	Estimating Food Chain Doses Under Post Accident Conditions - (10/09/98)
HP/0/B/1009/021	Source Term Assessment of a Gaseous Release From Non-routine Release Points - (12/01/97)
HP/0/B/1009/022	On Shift Offsite Dose Projections (06/02/99)
RP/0/B/1000/001	Emergency Classification - (03/27/99)
RP/0/B/1000/002	Control Room Emergency Coordinator Procedure - (02/14/2000)
RP/0/B/1000/03A	ERDS Operation (12/03/98)
RP/0/B/1000/07	Security Event - (05/15/96)
RP/0/B/1000/009	Procedure for Site Assembly - (09/08/99)
RP/0/B/1000/10	Procedure for Emergency Evacuation/Relocation of Site Personnel -(08/14/96)
RP/0/B/1000/15A	Offsite Communications From The Control Room - (12/10/98)
RP/0/B/1000/15B	Offsite Communications From The Technical Support Center - (12/10/98)
RP/0/B/1000/15C	Offsite Communications From The Emergency Operations Facility - (12/10/98)
RP/0/B/1000/16	Medical Response - (05/27/99)
RP/0/B/1000/17	Spill Response (02/12/98)
RP/0/B/1000/18	Core Damage Assessment (09/30/97)
RP/0/B/1000/19	Technical Support Center Emergency Coordinator Procedure (05/27/99)
RP/0/B/1000/20	Emergency Operations Facility Director Procedure - (12/11/98)

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RP/0/B/1000/21	Operations Interface (EOF) - (07/06/98)
RP/0/B/1000/22	Procedure for Site Fire Damage Assessment and Repair - (06/04/96)
RP/0/B/1000/24	Protective Action Recommendations (11/10/99)
RP/0/B/1000/28	Communications & Community Relations World of Energy Emergency Response Plan - (02/17/97)
RP/0/B/1000/29	Fire Brigade Response - (12/12/96)
RP/0/B/1000/31	Oconee Nuclear Site Joint Information Center Emergency Response Plan (08/15/98)
SR/0/B/2000/001	Standard Procedure for Public Affairs Response to the Emergency Operations Facility - (03/11/98)
Business Management	Business Management Emergency Plan - (09/16/99)
C&F Functional Area Directive 102	C&F Emergency Response Plan - ONS Specific - (02/02/2000)
Engineering Directive 5.1	Engineering Emergency Response Plan - (03/08/99)
Human Resources Procedure ONS - Guideline #8a	ONS Human Resources Emergency Plan - (06/08/98)
Radiation Protection Manual Section 11.3	Off-Site Dose Assessment and Data Evaluation (04/06/99)
Radiation Protection Manual Section 11.7	Radiation Protection Environmental Monitoring for Emergency Conditions - (04/15/99)
Safety Assurance Directive 6.1	Safety Assurance Emergency Response Organization - (11/28/94)
Safety Assurance Directive 6.2	Safety Assurance Contingency Plan - (11/21/94)
Training Division	Training Division Emergency Response Guide DTG-007 (02/01/2000)

Revision 2000-01
February, 2000

REPARATION

(2) Station OCONEE NUCLEAR STATION

(3) Procedure Title Control Room Emergency Coordinator Procedure

(4) Prepared By Rodney Brown Date 1/17/2000

- (5) Requires 10CFR50.59 evaluation?
- Yes (New procedure or revision with major changes)
 - No (Revision with minor changes)
 - No (To incorporate previously approved changes)

(6) Reviewed By Robert Taylor (QR) Date 1-19-00

Cross-Disciplinary Review By Orville Stowers (QR)NA Date 1-17-00

Reactivity Mgmt. Review By Robert Taylor (QR)NA Date 1-19-00

(7) Additional Reviews

QA Review By _____ Date _____

Reviewed By Steve H. H. Date 1/19/2000

Reviewed By _____ Date _____

(8) Temporary Approval (if necessary)

By _____ (SRO/QR) Date _____

By _____ (QR) Date _____

(9) Approved By M. D. Thome Date 2-14-2000

PERFORMANCE (Compare with control copy every 14 calendar days while work is being performed.)

(10) Compared with Control Copy _____ Date _____

Compared with Control Copy _____ Date _____

Compared with Control Copy _____ Date _____

(11) Date(s) Performed _____

Work Order Number (WO#) _____

COMPLETION

(12) Procedure Completion Verification

- Yes NA Check lists and/or blanks initialed, signed, dated, or filled in NA, as appropriate?
- Yes NA Listed enclosures attached?
- Yes NA Data sheets attached, completed, dated, and signed?
- Yes NA Charts, graphs, etc. attached, dated, identified, and marked?
- Yes NA Procedure requirements met?

Verified By _____ Date _____

(13) Procedure Completion Approved _____ Date _____

(+) Remarks (Attach additional pages, if necessary)

<p>Duke Power Company Oconee Nuclear Site</p> <p>Control Room Emergency Coordinator Procedure</p> <p>Reference Use</p>	Procedure No. RP/0/B/1000/002
	Revision No. 004
	Electronic Reference No. OX002WOT

Control Room Emergency Coordinator Procedure

NOTE: This procedure is an implementing procedure to the Oconee Nuclear Site Emergency Plan and must be forwarded to Emergency Planning within three (3) working days of approval.

1. Symptoms

- 1.1 Events are in process or have occurred which require activation of the Oconee Nuclear Site Emergency Plan.

2. Immediate Actions

The Operations Shift Manager/Emergency Coordinator shall use this procedure until relieved by the Station Manager/Alternate in the Technical Support Center.

NOTE: Place Keeping Aids: at left of steps may be used for procedure place keeping. ()

- 2.1 **IF** General Emergency conditions are met,
THEN GO TO Enclosure 4.1 (General Emergency).
- 2.2 **IF** Site Area Emergency conditions are met,
THEN GO TO Enclosure 4.2 (Site Area Emergency).
- 2.3 **IF** Alert conditions are met,
THEN GO TO Enclosure 4.3 (Alert).
- 2.4 **IF** Unusual Event conditions are met,
THEN GO TO Enclosure 4.4 (Unusual Event).
- 2.5 **IF** An Emergency Classification does **NOT** exist and ERO Activation is desired,
THEN GO TO Step 1.6 of Enclosure 4.4 (Unusual Event).

3. Subsequent Actions

NOTE: Actions are **NOT** required to be followed in any particular sequence.

- 3.1 **IF** RIA 46 is on scale,
THEN Use Enclosure 4.3 of RP/0/B/1000/001, (Emergency Classification), to determine if the emergency classification should be upgraded to a Site Area Emergency or General Emergency based on radiation activity.
- 3.1.1 Instruct RP to perform an Offsite Dose Calculation and determine any additional Protective Action Recommendations.

- 3.2 **IF** RIA 57 or 58 are on scale,
THEN Use Enclosure 4.1 or 4.8 of RP/0/B/1000/001, (Emergency Classification), to determine if the emergency classification should be upgraded to a Site Area Emergency or General Emergency based on radiation activity.
- 3.3 **IF** RIA 16 or 17 are in Alert or High Alarm (≥ 2.5 mR/hr),
THEN Instruct RP to perform an Offsite Dose Calculation using the RIA values.
- 3.3.1 Use Enclosure 4.3 of RP/0/B/1000/001, (Emergency Classification), and the Offsite Dose Calculation results to determine if the emergency classification should be upgraded to a Site Area Emergency or General Emergency based on dose projection at the site boundary.
- 3.3.2 Determine any additional Protective Action Recommendations.
- 3.4 **IF** A large scale fire or flood damage has occurred or is occurring,
THEN Use RP/0/B/1000/022, (Procedure For Site Fire Damage Assessment And Repair), to determine additional actions that may be required.
- 3.5 **IF** A Security Event is in progress,
THEN Use RP/0/B/1000/007, (Security Event), to determine additional actions that may be required.
- 3.6 **IF** A hazardous substance has been released,
THEN Use RP/0/B/1000/017, (Spill Response), to determine additional actions that may be required.

NOTE: Priority should be placed on providing treatment for the most life-threatening event (i.e., medical vs radiation exposure - OSC procedure RP/0/B/1000/011, (Planned Emergency Exposure). The Emergency Coordinator may authorize (either verbal or signature) exposures greater than 25 rem TEDE (Total Effective Dose Equivalent) for lifesaving missions.

- 3.7 **IF** A medical response is required,
THEN Use RP/0/1000/016, (Medical Response).
- 3.7.1 Document verbal approval of Planned Emergency Exposures required for lifesaving missions in the Control Room Emergency Coordinator Log.
- 3.8 **IF** Changing plant conditions require an emergency classification upgrade,
THEN **GO TO** the applicable enclosure, designated in the Immediate Actions section of this procedure, required for the appropriate emergency classification.

- 3.9 Announce over the Plant Public address System the following information:
- 3.9.1 The current emergency classification level and plant status UE/Alert/SAE/GE
- 3.9.2 If appropriate, the status of contamination and how people are to handle themselves:

Plant personnel should assume they are contaminated until surveyed by RP or until they have frisked themselves.

NO eating, drinking, or smoking until the area is cleared by RP

Identify areas of contamination to plant personnel:

NOTE:

- The Outside Air Booster Fans (Control Room Ventilation System - CRVS) are used to provide positive pressure in the Control Room to prevent smoke, toxic gases, or radioactivity from entering the area as required by NuReg 0737.
- Chlorine Monitor Alarm will either stop the Air Booster Fans or will not allow them to start.

- 3.10 **IF** There is an indication that smoke or toxic gases from the Turbine Building may enter the Control Room.
THEN Instruct Control Room personnel to turn on the Outside Air Booster Fans.
Fans On _____ Time: _____
- 3.11 **IF** RIA-39 is in **ALARM**,
THEN Follow AP/1/2/3/1700/018, (Abnormal Release Of Radioactivity).
Fans On _____ Time: _____
- Secure fans if back-up sample by RP shows RIA-39 is in error.
- Isolate source of airborne contamination to the Control Room if sample from RP shows RIA alarm is valid.
- Secure fans if dose levels in CR/TSC/OSC are increased by the addition of outside filtered air.
- Fans Off _____ Time: _____

- 3.12 **IF** The Emergency Response Organization was activated,
THEN Provide turnover to the Technical Support Center using Enclosure 4.5 of this procedure.

Technical Support Center Activated _____ Time: _____

A. Turn over all emergency response procedures in use to the TSC.

- 3.13 **IF** An Unusual Event classification is being terminated,
THEN **REFER TO** Enclosure 4.6, (Emergency Classification Termination Criteria), of this procedure for termination guidance.

- 3.13.1 Verify that the Offsite Communicator has provided termination message to the offsite agencies.

NOTE: The EP Section shall develop a written report, for signature by the Site Vice President, to the State Emergency Preparedness Agency, Oconee County EPD, and Pickens County EPD within 24 working hours of the event termination.

- 3.13.2 Notify Emergency Planning Section (Emergency Planning Duty person after hours) that the Unusual Event has been terminated.
- 3.13.3 Emergency Planning shall hold a critique following termination of any actual Unusual Event.

4. Enclosures

- 4.1 General Emergency
- 4.2 Site Area Emergency
- 4.3 Alert
- 4.4 Unusual Event
- 4.5 Operations Shift Manager to TSC Emergency Coordinator Turnover Sheet
- 4.6 Emergency Classification Termination Criteria
- 4.7 Condition A/Condition B Response Actions
- 4.8 ERO Pager Activation By Security

1. Immediate Actions

NOTE:

- State and County Agencies must be notified of event classification within **15 minutes** of Emergency Declaration.
- Provide Offsite Communicator with declaration time.

1.1 **IF** It has been determined that an Emergency Action Level for an Initiating Condition has been met,
THEN Declare a **General Emergency**.
Time of Declaration: _____

1.2 Appoint a person to maintain the Emergency Coordinator Log **OR** maintain the log yourself.

NOTE:

- Remind the Control Room Offsite Communicator that Follow Up notifications (updates) are required at least every **60 Minutes** for this classification.
- Condition A, Dam Failure (Keowee or Jocassee), **OR** Condition B also requires notification of the Georgia Emergency Management Agency and National Weather Service. Remind the Control Room Offsite Communicator to notify these agencies in addition to and after SC State, Oconee County, and Pickens County.

1.3 Appoint Control Room Offsite Communicator(s).

1.4 Provide the following Protective Action Recommendations for use by the Offsite Communicator to complete the Emergency Notification Form.

PROTECTIVE ACTION RECOMMENDATION	PICKENS COUNTY SECTORS							OCONEE COUNTY SECTORS						
	A0	A1	B1	C1	A2	B2	C2	A0	D1	E1	F1	D2	E2	F2
EVACUATE	X	X	X	X				X	X	X	X			
SHELTER					X	X	X					X	X	X

1.4.1 **IF** Condition A, Imminent or Actual Dam Failure (Keowee or Jocassee) exists,
THEN **REFER TO** Enclosure 4.7, (Condition A/Condition B Response Actions), Step 1.0, for additional Protective Action Recommendations.

Enclosure 4.1
General Emergency

RP/0/B/1000/002
Page 2 of 4

NOTE: Steps 1.6 - 1.13 may be started/completed while the Emergency Notification Form is being prepared by the Offsite Communicator.

- 1.5 Review and approve completed Emergency Notification Form.

1.5.1 Sign Emergency Notification Form.

NOTE: Activate the Alternate TSC and OSC in the Oconee Office Building, Rooms 316 and 316A, if a fire in the Turbine Building, flooding conditions, security events, or onsite/offsite hazardous materials spill have occurred or area occurring.

- 1.6 Activate the Emergency Response Organization (ERO) by completing the following actions.

1.6.1 Activate ERO Pagers as follows:

NOTE: Flooding/dam failure/earthquake conditions assume bridges may be impassable to reach emergency facilities. Provide the code below for these conditions.

- A. **IF** ERO activation for an Emergency (Blue Echo) is required,
THEN Press ERO Pager Activation Panel Button 1.
- B. **IF** ERO activation for an Emergency affecting bridges (Blue Echo Bridges) is required,
THEN Press ERO Pager Activation Panel Button 2.
- C. **IF** ERO activation for a Drill (Blue Delta) is required,
THEN Press ERO Pager Activation Panel Button 3.
- D. **IF** ERO activation for a Drill affecting bridges (Blue Delta Bridges) is required,
THEN Press ERO Pager Activation Panel Button 4.
- E. **IF** Alternate TSC/OSC will be used,
THEN Press ERO Pager Activation Panel Button 5.
- F. **IF** A Security Event is in progress,
THEN Press ERO Pager Activation Panel Button 6.

- 1.6.2 Wait one minute and repeat step 1.6.1.

- 1.6.3 Monitor ERO Pager and verify that message has been provided to the ERO.

- 1.6.4 Repeat steps 1.6.1 - 1.6.3 if message is not displayed on ERO Pager.

- A. **REFER TO** Enclosure 4.8, (ERO Pager Activation By Security), if the ERO Pager is not activated by the completion of Steps 1.6.1 - 1.6.3.

Enclosure 4.1
General Emergency

RP/0/B/1000/002
Page 3 of 4

- 1.6.5 **IF** ERO activation is after normal working hours,
THEN Contact Security at extension 3636 or 2309.

Security Officer Name _____

- A. Request Security Officer to activate the CAN call list.

WARNING: Conducting Site Assembly during a Security Event may not be prudent.

- 1.7 Contact the Security Shift Supervisor.
- 1.7.1 Inform the Security Shift Supervisor that the ERO has been activated.
- 1.7.2 Discuss the need to conduct Site Assembly.
- 1.8 **IF** A Security Event does **NOT** exist,
OR A Security Event does exist and the Security Shift Supervisor agrees,
THEN Conduct Site Assembly per RP/0/B/1000/009, (Procedure For Site Assembly),
Enclosure 4.1 and 4.3.
- 1.9 **IF** Area Radiation Monitors are in **ALARM**,
OR Steam Line Break has occurred,
THEN Contact shift RP and dispatch onsite monitoring teams.

NOTE:

- Remind the NRC Communicator to complete the NRC Briefing Form prior to contacting the NRC.
- An open line to the NRC may be required.

- 1.10 Appoint an SRO to notify the NRC immediately after notification of the Offsite Agencies but not later than **one (1) hour** after declaration of the emergency.
- 1.10.1 NRC Communicator (SRO) Name _____

NOTE: The NRC Communicator should be used to activate ERDS.

- 1.10.2 Start the Emergency Response Data System (ERDS) for unit(s) involved within **one (1) hour** of the emergency classification.
- A. **REFER TO** RP/0/B/1000/003A, (ERDS Operation).

Enclosure 4.1
General Emergency

RP/0/B/1000/002
Page 4 of 4

- 1.11 Evacuate all non-essential personnel from the site after personnel accountability has been reached.
 - 1.11.1 **REFER TO** RP/0/B/1000/010, (Procedure For Emergency Evacuation/Relocation Of Site Personnel).
- 1.12 **IF** Condition A, Imminent or Actual Dam Failure (Keowee or Jocassee),
OR Condition B (Keowee) exists,
THEN **REFER TO** Enclosure 4.7, (Condition A/Condition B Response Actions),
Step 2.0 or 3.0, for additional response actions.
- 1.13 Notify the Unit Operations Coordinator/Duty person of emergency status.
- 1.14 Return to Step 3.0, (Subsequent Actions), of this procedure.

Enclosure 4.2
Site Area Emergency

RP/0/B/1000/002
Page 1 of 3

1. Immediate Actions

- NOTE:**
- State and County Agencies must be notified of event classification within **15 minutes** of Emergency Declaration.
 - Provide Offsite Communicator with declaration time.

- 1.1 **IF** It has been determined that an Emergency Action Level for an Initiating Condition has been met,
THEN Declare a **Site Area Emergency**.

Time of Declaration: _____

- 1.2 Appoint a person to maintain the Emergency Coordinator Log **OR** maintain the log yourself.

- NOTE:**
- Remind the Control Room Offsite Communicator that Follow Up notifications (updates) are required at least every **60 Minutes** for this classification.
 - Condition A, Dam Failure (Keowee or Jocassee), **OR** Condition B also requires notification of the Georgia Emergency Management Agency and National Weather Service. Remind the Control Room Offsite Communicator to notify these agencies in addition to and after SC State, Oconee County, and Pickens County.

- 1.3 Appoint Control Room Offsite Communicator(s).
- 1.4 Provide the Protective Action Recommendations from Enclosure 4.7, (Condition A/ Condition B Response Actions), Step 1.0, for use by the Offsite Communicator if a Condition A, Imminent or Actual Dam Failure, exists.

- NOTE:** Steps 1.6 - 1.12 may be started/completed while the Emergency Notification Form is being prepared by the Offsite Communicator.

- 1.5 Review and approve completed Emergency Notification Form.
- 1.5.1 Sign Emergency Notification Form.

Enclosure 4.2
Site Area Emergency

RP/0/B/1000/002
Page 2 of 3

NOTE: Activate the Alternate TSC and OSC in the Oconee Office Building, Rooms 316 and 316A, if a fire in the Turbine Building, flooding conditions, security events, or onsite/offsite hazardous materials spill have occurred or area occurring.

- 1.6 Activate the Emergency Response Organization (ERO) by completing the following actions.

1.6.1 Activate ERO Pagers as follows:

NOTE: Flooding/dam failure/earthquake conditions assume bridges may be impassable to reach emergency facilities. Provide the code below for these conditions.

- A. **IF** ERO activation for an Emergency (Blue Echo) is required,
THEN Press ERO Pager Activation Panel Button **1**.
 - B. **IF** ERO activation for an Emergency affecting bridges (Blue Echo Bridges) is required,
THEN Press ERO Pager Activation Panel Button **2**.
 - C. **IF** ERO activation for a Drill (Blue Delta) is required,
THEN Press ERO Pager Activation Panel Button **3**.
 - D. **IF** ERO activation for a Drill affecting bridges (Blue Delta Bridges) is required,
THEN Press ERO Pager Activation Panel Button **4**.
 - E. **IF** Alternate TSC/OSC will be used,
THEN Press ERO Pager Activation Panel Button **5**.
 - F. **IF** A Security Event is in progress,
THEN Press ERO Pager Activation Panel Button **6**.
- 1.6.2 Wait one minute and repeat step 1.6.1.
- 1.6.3 Monitor ERO Pager and verify that message has been provided to the ERO.
- 1.6.4 Repeat steps 1.6.1 - 1.6.3 if message is not displayed on ERO Pager.
- A. **REFER TO** Enclosure 4.8, (ERO Pager Activation By Security), if the ERO Pager is not activated by the completion of Steps 1.6.1 - 1.6.3.
- 1.6.5 **IF** ERO activation is after normal working hours,
THEN Contact Security at extension 3636 or 2309.

Security Officer Name _____

- A. Request Security Officer to activate the CAN call list.

Enclosure 4.2
Site Area Emergency

RP/0/B/1000/002
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WARNING: Conducting Site Assembly during a Security Event may not be prudent.

- 1.7 Contact the Security Shift Supervisor.
 - 1.7.1 Inform the Security Shift Supervisor that the ERO has been activated.
 - 1.7.2 Discuss the need to conduct Site Assembly.

- 1.8 **IF** A Security Event does **NOT** exist,
OR A Security Event does exist and the Security Shift Supervisor agrees,
THEN Conduct Site Assembly per RP/0/B/1000/009, (Procedure For Site Assembly),
Enclosure 4.1 and 4.3.

- 1.9 **IF** Area Radiation Monitors are in **ALARM**,
OR Steam Line Break has occurred,
THEN Contact shift RP and dispatch onsite monitoring teams.

NOTE:

- Remind the NRC Communicator to complete the NRC Briefing Form prior to contacting the NRC.

- An open line to the NRC may be required.

- 1.10 Appoint an SRO to notify the NRC immediately after notification of the Offsite Agencies but not later than **one (1) hour** after declaration of the emergency.
 - 1.10.1 NRC Communicator (SRO) Name _____

NOTE: The NRC Communicator should be used to activate ERDS.

- 1.10.2 Start the Emergency Response Data System (ERDS) for unit(s) involved within **one (1) hour** of the emergency classification.
 - A. **REFER TO** RP/0/B/1000/003A, (ERDS Operation).

- 1.11 **IF** Condition A, Imminent or Actual Dam Failure (Keowee or Jocassee),
OR Condition B (Keowee) exists,
THEN **REFER TO** Enclosure 4.7, (Condition A/Condition B Response Actions),
Step 2.0 or 3.0, for additional response actions.

- 1.12 Notify the Unit Operations Coordinator/Duty person of emergency status.

- 1.13 Return to Step 3.0, (Subsequent Actions), of this procedure.

1. Immediate Actions

- NOTE:**
- State and County Agencies must be notified of event classification within **15 minutes** of Emergency Declaration.
 - Provide Offsite Communicator with declaration time.

- 1.1 **IF** It has been determined that an Emergency Action Level for an Initiating Condition has been met,
THEN Declare an **Alert**.

Time of Declaration: _____

- 1.2 Appoint a person to maintain the Emergency Coordinator Log **OR** maintain the log yourself.

- NOTE:**
- Remind the Control Room Offsite Communicator that Follow Up notifications (updates) are required at least every **60 minutes** for this classification.
 - Condition B for Keowee Hydro Project Dams/Dikes also requires notification of the Georgia Emergency Management Agency and National Weather Service. Remind the Control Room Offsite Communicator to notify these agencies in addition to and after SC State, Oconee County, and Pickens County.

- 1.3 Appoint Control Room Offsite Communicator(s).

- NOTE:** Steps 1.5 - 1.11 may be started/completed while the Emergency Notification Form is being prepared by the Offsite Communicator.

- 1.4 Review and approve completed Emergency Notification Form.
- 1.4.1 Sign Emergency Notification Form.

NOTE: Activate the Alternate TSC and OSC in the Oconee Office Building, Rooms 316 and 316A, if a fire in the Turbine Building, flooding conditions, security events, or onsite/offsite hazardous materials spill have occurred or area occurring.

- 1.5 Activate the Emergency Response Organization (ERO) by completing the following actions.

1.5.1 Activate ERO Pagers as follows:

NOTE: Flooding/dam failure/earthquake conditions assume bridges may be impassable to reach emergency facilities. Provide the code below for these conditions.

- A. **IF** ERO activation for an Emergency (Blue Echo) is required,
THEN Press ERO Pager Activation Panel Button 1.
- B. **IF** ERO activation for an Emergency affecting bridges (Blue Echo Bridges) is required,
THEN Press ERO Pager Activation Panel Button 2.
- C. **IF** ERO activation for a Drill (Blue Delta) is required,
THEN Press ERO Pager Activation Panel Button 3.
- D. **IF** ERO activation for a Drill affecting bridges (Blue Delta Bridges) is required,
THEN Press ERO Pager Activation Panel Button 4.
- E. **IF** Alternate TSC/OSC will be used,
THEN Press ERO Pager Activation Panel Button 5.
- F. **IF** A Security Event is in progress,
THEN Press ERO Pager Activation Panel Button 6.
- 1.5.2 Wait one minute and repeat step 1.5.1.
- 1.5.3 Monitor ERO Pager and verify that message has been provided to the ERO.
- 1.5.4 Repeat steps 1.5.1 - 1.5.3 if message is not displayed on ERO Pager.
- A. **REFER TO** Enclosure 4.8, (ERO Pager Activation By Security), if the ERO Pager is not activated by the completion of Steps 1.5.1 - 1.5.3.
- 1.5.5 **IF** ERO activation is after normal working hours,
THEN Contact Security at extension 3636 or 2309.

Security Officer Name _____

- A. Request Security Officer to activate the CAN call list.

WARNING: Conducting Site Assembly during a Security Event may not be prudent.

- 1.6 Contact the Security Shift Supervisor.
- 1.6.1 Inform the Security Shift Supervisor that the ERO has been activated.
- 1.6.2 Discuss the need to conduct Site Assembly.
- 1.7 **IF** A Security Event does **NOT** exist,
OR A Security Event does exist and the Security Shift Supervisor agrees,
THEN Conduct Site Assembly per RP/0/B/1000/009, (Procedure For Site Assembly),
Enclosure 4.1 and 4.3.
- 1.8 **IF** Area Radiation Monitors are in **ALARM**,
OR Steam Line Break has occurred,
THEN Contact shift RP and dispatch onsite monitoring teams

NOTE:

- Remind the NRC Communicator to complete the NRC Briefing Form prior to contacting the NRC.
- An open line to the NRC may be required.

- 1.9 Appoint an SRO to notify the NRC immediately after notification of the Offsite Agencies but not later than **one (1) hour** after declaration of the emergency.
- 1.9.1 NRC Communicator (SRO) Name _____

NOTE: The NRC Communicator should be used to activate ERDS.

- 1.9.2 Start the Emergency Response Data System (ERDS) for unit(s) involved within **one (1) hour** of the emergency classification.
- A. **REFER TO** RP/0/B/1000/003A, (ERDS Operation).
- 1.10 **IF** Condition B at Keowee exists,
THEN **REFER TO** Enclosure 4.7, (Condition A/Condition B Response Actions),
Step 3.0, for additional response actions.
- 1.11 Notify the Unit Operations Coordinator/Duty person of emergency status.
- 1.12 Return to Step 3.0, (Subsequent Actions), of this procedure.

1. Immediate Actions

- NOTE:**
- State and County Agencies must be notified of event classification within **15 minutes** of Emergency Declaration.
 - Provide Offsite Communicator with declaration time.

- 1.1 **IF** It has been determined that an Emergency Action Level for an Initiating Condition has been met,
THEN Declare an **Unusual Event**.

Time of Declaration: _____

- 1.2 Appoint a person to maintain the Emergency Coordinator Log **OR** maintain the log yourself.

- NOTE:**
- Remind the Control Room Offsite Communicator that an Initial Message and a Termination Message are required for this classification. No Follow Up Notifications (updates) are required unless requested by the Offsite Agencies.
 - Condition B for Keowee Hydro Project Dams/Dikes also requires notification of the Georgia Emergency Management Agency and National Weather Service. Remind the Control Room Offsite Communicator to notify these agencies in addition to and after SC State, Oconee County, and Pickens County.

- 1.3 Appoint Control Room Offsite Communicator(s).

- NOTE:** Steps 1.5 - 1.11 may be started/completed while the Emergency Notification Form is being prepared by the Offsite Communicator.

- 1.4 Review and approve completed Emergency Notification Form.

1.4.1 Sign Emergency Notification Form.

- 1.5 **IF** Condition B at Keowee exists,
THEN **REFER TO** Enclosure 4.7, (Condition A/Condition B Response Actions), Step 3.0, for additional response actions.

- NOTE:**
- Activation of the ERO is **NOT** required for an Unusual Event Classification.
 - Activate the Alternate TSC and OSC in the Oconee Office Building, Rooms 316 and 316A, if a fire in the Turbine Building, flooding conditions, security events, or onsite/offsite hazardous materials spills have occurred or are occurring.

- 1.6 **IF** Emergency Response Organization (ERO) activation is desired,
THEN Complete the following actions.

1.6.1 Activate ERO Pagers as follows:

- NOTE:** Flooding/dam failure/earthquake conditions assume bridges may be impassable to reach emergency facilities. Provide the code below for these conditions.

- A. **IF** ERO activation for an Emergency (Blue Echo) is required,
THEN Press ERO Pager Activation Panel Button 1.
 - B. **IF** ERO activation for an Emergency affecting bridges (Blue Echo Bridges) is required,
THEN Press ERO Pager Activation Panel Button 2.
 - C. **IF** ERO activation for a Drill (Blue Delta) is required,
THEN Press ERO Pager Activation Panel Button 3.
 - D. **IF** ERO activation for a Drill affecting bridges (Blue Delta Bridges) is required,
THEN Press ERO Pager Activation Panel Button 4.
 - E. **IF** Alternate TSC/OSC will be used,
THEN Press ERO Pager Activation Panel Button 5.
 - F. **IF** A Security Event is in progress,
THEN Press ERO Pager Activation Panel Button 6.
- 1.6.2 Wait one minute and repeat step 1.6.1.
- 1.6.3 Monitor ERO Pager and verify that message has been provided to the ERO.
- 1.6.4 Repeat steps 1.6.1 - 1.6.3 if message is not displayed on ERO Pager.
- A. **REFER TO** Enclosure 4.8, (ERO Pager Activation By Security), if the ERO Pager is not activated by the completion of Steps 1.6.1 - 1.6.3.

- 1.6.5 **IF** ERO activation is after normal working hours,
THEN Contact Security at extension 3636 or 2309.

Security Officer Name _____

- A. Request Security Officer to activate the CAN call list.

WARNING: Conducting Site Assembly during a Security Event may not be prudent.

- 1.7 Contact the Security Shift Supervisor.
- 1.7.1 Inform the Security Shift Supervisor that the ERO has been activated.
- 1.7.2 Discuss the need to conduct Site Assembly.

NOTE: Consider conducting a Site Assembly if a Hazardous Materials spill affecting personnel safety is involved; or, if personnel safety is a concern.

- 1.8 **IF** The Emergency Response Organization is needed to assist with the Unusual Event emergency activities,
AND A Security Event does **NOT** exist,
OR A Security Event does exist and the Security Shift Supervisor agrees,
THEN Conduct Site Assembly per RP/0/B/1000/009, (Procedure For Site Assembly), Enclosure 4.1 and 4.3.
- 1.8.1 Document the decision to conduct Site Assembly in the Control Room Emergency Coordinator Log.
- 1.9 **IF** Area Radiation Monitors are in **ALARM**,
OR Steam Line Break has occurred,
THEN Contact shift RP and dispatch onsite monitoring teams

NOTE:

- Remind the NRC Communicator to complete the NRC Briefing Form prior to contacting the NRC.
- An open line to the NRC may be required.

- 1.10 Appoint an SRO to notify the NRC immediately after notification of the Offsite Agencies but not later than **one (1) hour** after declaration of the emergency.

1.10.1 NRC Communicator (SRO) Name _____

- 1.11 Notify the Unit Operations Coordinator/Duty person of emergency status.

Enclosure 4.4

Unusual Event

RP/0/B/1000/002

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- 1.12 Return to Step 3.0, (Subsequent Actions), of this procedure.

Operations Shift Manager To TSC Emergency
Coordinator Turnover Sheet

EMERGENCY CLASSIFICATION _____ TIME DECLARED _____
DESCRIPTION OF EVENT _____

Unit One Status:

Reactor Power _____ RCS Pressure _____ RCS Temperature _____
Auxiliaries Being Supplied Power From _____ ES Channels Actuated _____

MAJOR EQUIPMENT OUT OF SERVICE _____

JOBS IN PROGRESS _____

Unit Two Status:

Reactor Power _____ RCS Pressure _____ RCS Temperature _____
Auxiliaries Being Supplied Power From _____ ES Channels Actuated _____

MAJOR EQUIPMENT OUT OF SERVICE _____

JOBS IN PROGRESS _____

Unit Three Status:

Reactor Power _____ RCS Pressure _____ RCS Temperature _____
Auxiliaries Being Supplied Power From _____ ES Channels Actuated _____

MAJOR EQUIPMENT OUT OF SERVICE _____

JOBS IN PROGRESS _____

Operations Shift Manager To TSC Emergency Coordinator Turnover Sheet

Classification Procedure in Use:

RP/0/B/1000/002 (Control Room Emergency Coordinator Procedure)

Is RP/0/B/1000/03A, (ERDS Operation) in use? Yes ___ No ___ If Yes, Unit No. ___ Step No. ___

Is RP/0/B/1000/007, (Security) in use? Yes ___ No ___ If Yes, Step No. ___

Is RP/0/B/1000/016, (Medical) in use? Yes ___ No ___ If Yes, Step No. ___

Is RP/0/B/1000/017, (Spill Response) in use? Yes ___ No ___ If Yes, Step No. ___

Is RP/0/B/1000/022, (Fire/Flood) in use? Yes ___ No ___ If Yes, Step No. ___

IF Condition A, Dam Failure, has been declared for Keowee Hydro Project,

THEN Provide the following information to the TSC Emergency Coordinator:

- Status of Offsite Agency Notifications
Recommendations made to offsite agencies
Status of relocation of site personnel

What is the status of Site Assembly? (This question is only applicable for those times that the Emergency Response Organization is activated after hours, holidays, or weekends.)

Three horizontal lines for providing status of Site Assembly.

Next message due to Offsite Agencies at Time: _____

Operations Shift Manager/CR _____ Time: _____

Emergency Coordinator/TSC _____ Time: _____

**Emergency Classification Termination
Criteria**

IF The following guidelines **applicable to the present emergency condition** have been met or addressed,

THEN An emergency condition may be considered resolved when:

- _____ 1. Existing conditions no longer meet the existing emergency classification criteria and it appears unlikely that conditions will deteriorate further.
- _____ 2. Radiation levels in affected in-plant areas are stable or decreasing to below acceptable levels.
- _____ 3. Releases of radioactive material to the environment greater than Technical Specifications are under control or have ceased.
- _____ 4. The potential for an uncontrolled release of radioactive material is at an acceptably low level.
- _____ 5. Containment pressure is within Technical Specification requirements.
- _____ 6. Long-term core cooling is available.
- _____ 7. The shutdown margin for the core has been verified.
- _____ 8. A fire, flood, earthquake, or similar emergency condition is controlled or has ceased.
- _____ 9. Offsite power is available per Technical Specification requirements.
- _____ 10. All emergency action level notifications have been completed.
- _____ 11. The Area Hydro Manager has been notified of termination of Condition B for Keowee Hydro Project.
 - ◆ **REFER TO** Section 6 of the Emergency Telephone Directory, (Keowee Hydro Project Dam/Dike Notification).
- _____ 12. The Regulatory Compliance Section has evaluated plant status with respect to Technical Specifications and recommends Emergency classification termination.
- _____ 13. Emergency terminated. Request the Control Room Offsite Communicator to complete an Emergency Notification Form for a Termination Message using guidance in RP/0/1000/015A, (Offsite Communications From The Control Room), and provide information to offsite agencies.
 - ◆ Return to Step 3.13.1.

Date/Time Initial

1. Condition A Response - Immediate Actions

- 1.1 **IF** Condition A, Imminent or Actual Dam Failure (Keowee or Jocassee) exists,
THEN Perform the following actions:
 - 1.1.1 Provide the following **protective action recommendations** to Oconee County and Pickens County for imminent/actual dam failure.
 - A. Provide the following recommendation for Emergency Notification Form Section 15 (B) Evacuate:
 - 1. Move residents living downstream of the Keowee Hydro Project dams to higher ground.
 - B. Provide the following recommendation for Emergency Notification Form Section 15 (D) Other:
 - 1. Prohibit traffic flow across bridges identified on your inundation maps until the danger has passed.
- 1.2 Return to applicable Enclosure (4.1 or 4.2).
 - 1.2.1 **IF** A General Emergency has been declared,
THEN GO TO Step 1.5 of Enclosure 4.1, (General Emergency).
 - 1.2.2 **IF** A Site Area Emergency has been declared,
THEN GO TO Step 1.5 of Enclosure 4.2, (Site Area Emergency).

2. Condition A Response - Subsequent Actions

- 2.1 Notify the Duke Power System Coordinator (Systems Operation Center) on the Control Room Dispatcher phone and provide information related to the event.
- 2.2 Relocate Keowee personnel to the Operational Support Center (OSC) if events occur where their safety could be affected.
 - 2.2.1 **IF** Keowee personnel are relocated to the OSC,
THEN Notify the Duke Power System Coordinator (Systems Operation Center) on the Control Room Dispatcher phone.

NOTE: A loss of offsite communications capabilities (Selective Signaling and the Wide Area Network - WAN) could occur within 1.5 hours after Keowee Hydro Dam failure. Rerouting of the Fiber Optic Network through Bad Creek should be started **as soon as possible**.

- 2.3 Notify Telecommunications Group in Charlotte to begin rerouting the Oconee Fiber Optic Network.

2.3.1 **REFER TO** Selective Signaling Section of the Emergency Telephone Directory (page 9).

- 2.4 Request Security to alert personnel at the Security Track/Firing Range and Building 8055 (Warehouse #5) to relocate to work areas inside the plant.

NOTE:

- Plant access road to the Oconee Complex could be impassable within **1.5 hours** if the Keowee Hydro Dam fails. A loss of the Little River Dam (Newry Dam) or Dikes A-D will take longer to affect this road.
- PA Announcements can be made by the Control Room using the Office Page Override feature or Security.

- 2.5 Make a PA Announcement to relocate personnel at the following locations to the World Of Energy/Operations Training Center.

_____ Oconee Complex

_____ Oconee Garage

_____ Oconee Maintenance Training Facility

- 2.6 Dispatch operators to the SSF and establish communications.

- 2.7 Return to applicable Enclosure (4.1 or 4.2).

2.7.1 **IF** A General Emergency has been declared,
THEN **GO TO** Step 1.13 of Enclosure 4.1, (General Emergency).

2.7.2 **IF** A Site Area Emergency has been declared,
THEN **GO TO** Step 1.12 of Enclosure 4.2, (Site Area Emergency).

3. Condition B Response - Immediate Actions

- 3.1 **IF** Condition B at Keowee exists,
THEN Notify the Area Hydro Manager.
 - 3.1.1 **REFER TO** Section 6 of the Emergency Telephone Directory, (Keowee Hydro Project Dam/Dike Notification).

- 3.2 Return to applicable Enclosure (4.1, or 4.2, or 4.3, or 4.4).
 - 3.2.1 **IF** A General Emergency has been declared,
THEN **GO TO** Step 1.13 of Enclosure 4.1, (General Emergency).
 - 3.2.2 **IF** A Site Area Emergency has been declared,
THEN **GO TO** Step 1.12 of Enclosure 4.2, (Site Area Emergency).
 - 3.2.3 **IF** An Alert has been declared,
THEN **GO TO** Step 1.11 of Enclosure 4.3, (Alert).
 - 3.2.4 **IF** An Unusual Event has been declared,
THEN **GO TO** Step 1.6 of Enclosure 4.4, (Unusual Event).

ERO Pager Activation By Security

1. Symptoms

- 1.1 Activation of the ERO Pagers using the ERO Pager Activation Panel in the TSC was unsuccessful.

2. Immediate Actions

- 2.1 Activate the Emergency Response Organization (Technical Support Center, Operational Support Center, and Emergency Operations Facility) by completing the following actions.:

- 2.1.1 Contact Security.

- A. Dial 3636 (Dial 2309 if no response is received).

Security Officer Name _____

- 2.1.2 Read the following information to the Security:

- A. The Emergency Response Organization (Technical Support Center, Operational Support Center, and Emergency Response Facility) is being activated for an emergency relating to Unit # _____.

NOTE: Activate the Alternate TSC and OSC in the Oconee Office Building, Rooms 316 and 316A, if a fire in the Turbine Building, flooding conditions, security events, or onsite/offsite hazardous materials spills have occurred or are occurring.

- B. _____ Primary TSC/OSC will be used

OR

_____ Alternate TSC/OSC will be used

- C. This is a _____ Blue Delta (Drill) activation

OR

This is a _____ Blue Echo (Emergency) activation

NOTE: Flooding/dam failure/earthquake conditions assume bridges may be impassable to reach emergency facilities. Provide the code below for these conditions.

D. This is a _____ Blue Delta Bridges (Drill) activation

OR

This is a _____ Blue Echo Bridges (Emergency) activation

Duke Power		C& F Directive Manual	
Functional Area Directive: 102. C&F Emergency Response Plan (ONS Specific)			
<u>Revision Number</u>		<u>Issue Date</u>	
<u>1</u>		<u>06/1/98</u>	
<u>2</u>		<u>02/02/00</u>	
CATAWBA	MCGUIRE	OCONEE	
Approved by/Date: <u>W.T. Love</u> C&F Manager Effective Date <u>N/A</u>	Approved by/Date: <u>L.K. Criminger</u> C&F Manager Effective Date <u>N/A</u>	Approved by/Date: <u>J.E. Sites / 02/02/00</u> C&F Manager Effective Date <u>02/02/00</u>	
Issued by: <u>N/A</u>			

ADDITIONAL SIGN-OFF/APPROVAL	
	<div style="display: flex; justify-content: space-between;"> DUKE POWER C&F DIRECTIVE MANUAL </div>
Functional Area Directive: 102 C&F Emergency Response Plan (ONS Specific)	
<u>REVISION NUMBER</u> <u>1</u> <u>2</u>	<u>ISSUE DATE</u> <u>06/01/98</u> <u>02/02/00</u>
<p>Prepared by: CNS Review: <u>N/A</u> ONS Review: Dennis Long <u>1/14/00</u> MNS Review: <u>N/A</u></p> <p>* This directive was prepared and issued as a roll-over from CF1-15 to CF-102 Cross-Disciplinary Review/Date: <u>N/A</u></p> <p>CNS QA Review/Date: <u>N/A</u> MNS QA Review/Date: <u>N/A</u> ONS QA Review/Date: <u>N/A</u></p>	

CF Appendix C. 100 Training Summary Form (Form CF 100B)

Training Summary Sheet						
Directive No.	<u>CF-102</u>	<u>Rev.2</u>	Title <u>C&F Emergency Response Plan</u>			
Training Level:	<u>Familiarization</u>					
Target Groups:	<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>	
	PE/QA	CM	CS	Fac.Mnt	Fac.Equip	Other

This training summary is intended as an aid when training on new or revised directives, and should be placed in front of the referenced directive.

Training Summary Objectives/Changes:

This directive is a Major Revision to CF-102. Each group should review revision changes to comply with familiarization training requirements.

Approved By: J.E. Sites Date: 02/02/00

CF 102 Document Revision Description:

<u>REVISION NO.</u>	<u>PAGES or SECTIONS REVISED AND DESCRIPTION</u>
0	Initial issue (Effective Date 07/14/97)
1	Issue (Effective Date 06/15/98) Added Training Summary Form and Additional Sign-Off/Approval Form. Reformatted directive to meet CF 100 guidelines. Combined CF-102 and CF-103 into this directive. Renamed CF-102 to C&F Emergency Response Plan (ONS Specific) Deleted Catawba & McGuire Added statement to the Table of Contents regarding Oconee Site Emergency Planning requirement for receipt of a controlled copy of this directive within 3 days after document transmittal. Deleted reference to SD 4.4.1 in Section S.0.6(e) (Non Essential Personnel). This is a total rewrite of CF-102 to incorporate portion of CF1-10 and CF-103 into one directive for implementation of the C&F Emergency Response Plan.
2	Major Revision: (Issued 02/02/00) Added "EP Reader" requirements. Added Evacuation Plan Icon information. Removed Security Section 102.6.4. Changed Section 102.6.4 to Facilities Team and revised responsibilities for entire section. Changed name of Transportation Team in Section 102.6.8 to Transportation/Equipment Team. Revised Appendix A - "EOF C&F Manager Activation Checklist". Revised Appendix B - "EOF Shutdown Checklist". Revised Appendix C - "Administration Staff Checklist". Updated DPC address on Appendix D - "Commissary Supplies Agreement Form".

Added Appendix H - "Facilities Staff Checklist".

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This directive is part of the Oconee Nuclear Site Emergency Plan Implementing procedure. Upon approval/effective date of revisions to this directive, a controlled copy of this directive must be sent to Emergency Planning within (3) working days upon receipt of document transmittal.

102.1 PURPOSE

The purpose of this directive is to provide guidelines for Emergency Response accountability and support during a drill or event at Oconee Nuclear Station. This includes any support needs prescribed by the Technical Support Center (TSC), the Operations Support Center (OSC), and the Emergency Operations Facility (EOF).

102.2 SCOPE

This directive applies to all Oconee Nuclear Station personnel designated to report through the EOF Commodities and Facilities Manager or the OSC C&F Liaison during a site drill or event. (Contractors, Vendors, and Visitors are included).

102.3 DEFINITIONS

- Accounting Individual - Individual designated by C&F Management to report a team's accountability during a site assembly and to assist in the relocation/evacuation of team.
- Emergency Operations Facility (EOF) - Alternate operational facility for Emergency personnel to perform Plant Operation functions, Support functions, and Communication functions. (Located on Issaqueena Trail in Clemson across from the Operations Center.)
- EOF Commodities & Facilities Manager - reports to the EOF and coordinates request for the support teams reporting through C&F from the OSC or EOF Manager.
- Emergency Response Organization (ERO) - A computerized list of Duke Power personnel trained to support the Oconee Nuclear Station during a drill or event. This list is maintained by the station Emergency Planning group to facilitate entry to the station or EOF.
- Operations Support Center (OSC) - Located outside the Unit 3 Operation Center (OPS) and designated for specially trained personnel to assemble for the support of the station during a drill or event.
- OSC Commodities & Facilities Liaison - A C&F staff member (C&F Duty Person) reporting to the OSC to coordinate communication and requests between the OSC Manager and the various support groups reporting through C&F.
- OSC Coordinator - Individual designated by Nuclear Site Management to coordinate information from the TSC and direct operations at the OSC.
- Shift Personnel - Personnel designated by C&F Management for 24-hour coverage of the station warehouses. (Report to SPOC - 3135 or 3101 during site assembly on backshift, weekends, or holidays.)
- Site Assembly - The method used to account for personnel during a drill or event.

- Site Evacuation - The evacuation of personnel from the site to an off-site location at the completion of a Site Assembly.
- Site Relocation - The relocation of personnel to an alternate location on-site during a Site Assembly.

102.4 REFERENCES

- Duke Power Company Oconee Nuclear Station Site Emergency Plan
- Oconee Response Procedure RP/O/B/1000/10 and RP/O/B/1000/22 and RP/O/B/1000/25
- NSD 114, Site Assembly/Evacuation

102.5 RESPONSIBILITIES

102.5.1 COMMODITIES AND FACILITIES MANAGER

- a) Ensure accountability of personnel reporting through C&F is complete within 20 minutes.
- b) Ensure Category Classifications are assigned, identifying all C&F personnel as essential/non-essential. (Refer to Procedure RP/O/B/1000/10 for more information)
- c) Ensure Site Assembly locations are designated for C&F personnel.
- d) Ensure C&F organization is staffed to meet emergency response requirements.
- e) Ensure that an effective program exists to assemble workforce in a timely manner.
- f) Ensure that an effective program exists to stock and provide emergency materials/equipment in a timely manner.
- g) Ensure an effective program exists to maintain emergency stock inventory identified in Appendix G.

102.5.2 COMMODITIES AND FACILITIES STAFF

- a) Ensure designated accounting individuals are knowledgeable of this directive and NSD 114.
- b) Ensure personnel reporting to you are accounted for within 10 minutes during a site assembly. (Includes vendors, contractors, and visitors.)
- c) Ensure personnel reporting to you maintain training and experience levels to meet emergency response requirements.
- d) Ensure contact with C&F Emergency Evacuation /Relocation Coordinator is established and maintained until site assembly or evacuation is completed.

102.5.3 COMMODITIES AND FACILITIES PERSONNEL

(Includes vendors, contractors, and any other personnel reporting through C&F)

- a) Report immediately to accounting individual during a site assembly and follow any instructions provided in the case of evacuation/relocation in a timely/orderly manner.
- b) Be familiar with your designated site assembly location.
- c) Designated Emergency Response personnel report to assigned location after reporting to your accounting individual and, if inside Protected Area, after swiping "EP Reader" nearest your assembly points location.
- d) Maintain training and experience levels to meet Emergency Response requirements. (Includes PAT and RWT training)

102.5.4 C&F EVACUATION/RELOCATION COORDINATOR

- a) Maintain and communicate the C&F Evacuation/Relocation plan per Evacuation Plan Icon on DAE. The plan includes plant status, personnel to be evacuated, and evacuation instructions. Refer to RP/O/B/1000/10 for emergency evacuation and relocation instructions if computer system is inoperable.
- b) Coordinate communication with the OSC C&F Liaison, the EOF C&F Manager and the accounting individuals to:
 - 1. Assure personnel needed for support have been determined and notified.
 - 2. Verify personnel are aware of which evacuation/relocation plan is in effect.
 - 3. Coordinate transportation efforts for evacuation.
 - 4. Report evacuation/relocation status (OSC - 885-3085 or EOF - 624-4392).

102.5.5 C&F EMERGENCY RESPONSE COORDINATOR

- a) Attend station Emergency Response drill scenario meetings and help develop drill scenarios involving C&F support personnel.
- b) Maintain Directive CF-102, C&F Emergency Response Plan. Provide Site Emergency Planning with a copy of directive revisions within three working days of directive approval.
- c) Maintain OSC C&F Liaison and EOF C&F Manager duty schedules.
- d) Maintain C&F ERO list of designated personnel to be contacted during a drill or event. (Includes quarterly verification of names and phone numbers.)

102.5.6 C&F EMERGENCY RESPONSE TEAMS

- a) Notify the C&F Emergency Response Coordinator of any changes/deletions/additions to the ERO list. (Includes name, phone number, ERO responsibility)
- b) Report quickly and safely to ERO area of responsibility when notified of a drill or event. (Report to accounting individual first if during normal working hours and, if inside Protected Area, after swiping "EP Reader" nearest your assembly points location.)
- c) Maintain Fitness for Duty (FFD) when scheduled for ERO duty.
- d) Use report back method for verification of instructions.

- e) Answer all telephone calls with name and location while in a drill or event.

102.5.7 C&F EQUIPMENT MANAGEMENT MANAGER

- a) Ensure Site Emergency Equipment listed on Appendix E, or equivalent is kept on site in operating condition.
- b) Ensure Emergency Response Equipment listed in Appendix F, or equivalent, can be located and on-site within (4) hours of notification of emergency need.

102.6 DIRECTIONS

NOTE: When C&F support is necessary during a drill or event, the OSC Coordinator, Shift Supervisor, or designee will contact the C&F ERO personnel by:

- 1. Site paging system to activate the OSC and EOF**
- 2. Duty beeper will carry Blue Delta or Blue Echo message**
- 3. Telephone call-out on the CAN system, use 1,2,3,4 code to respond.**

102.6.1 OSC COMMODITIES AND FACILITIES LIAISON

- a) Be available to respond to a drill or event notification within 75 minutes when on duty.
- b) Carry the duty beeper and maintain the OSC Duty Manual, cellular phone and brief case at all times. The OSC duty person is responsible for the security of these items.
- c) Notify the C&F Administrative Specialist responsible for the C&F Duty Roster and the C&F ER Coordinator before making any changes to the duty roster.
- d) Report to the OSC when notified of a drill or event, sign in, and function as the C&F Coordinator for the OSC. This responsibility includes supervising the C&F shift personnel and the Commissary team member(s) on site.
- e) After reporting to the OSC, complete the C&F check-off list. (Refer to Oconee Response Procedure RP/O/B/1000/25)
- f) Establish and maintain communication with C&F Evacuation/Relocation Coordinator until site assembly or evacuation is complete.

102.6.2 EOF COMMODITIES AND FACILITIES MANAGER

- a) Be available to respond to a drill or event notification within 75 minutes when on duty.
- b) Carry the duty beeper and maintain the EOF duty manual and brief case at all times. It is the responsibility of the EOF duty person to ensure security of these items.
- c) Notify the C&F Administrative Specialist responsible for the C&F Duty Roster and the C&F ER Coordinator before making any changes to the duty roster.

- d) Report to the EOF when notified of a drill or event, sign in, and function as the C&F Manager for the EOF. This responsibility includes providing coordination between the OSC C&F Liaison and the C&F Emergency Response Organization (ERO).
- e) After reporting to the EOF, complete the EOF Manager Activation checklist. (Refer to Appendix A)
- f) Establish and maintain communication with the C&F Evacuation/Relocation Coordinator until site assembly or evacuation is complete.
- g) At completion of an emergency event, ensure appropriate groups complete the EOF Shutdown checklist. (Refer to Appendix B)

102.6.3 ADMINISTRATION TEAM

The Administration Director and Team(s) provide general administrative office support to the various EOF teams as needed.

- **Major functions**

- a) Provide office supplies and equipment in the C&F room
- b) Provide office assistant services
- c) Provide copy services
- d) Determine hotel/motel accommodations and travel requirements; contact Corporate Travel Center for securing these requirements.

- **Upon arrival at the EOF**

The Administration Director will be responsible for the following:

- a) Complete the Administration Staff checklist. (Appendix C)
- b) The Administration Team will maintain EOF C&F team files as follows:
 - 1. Correspondence - Incoming and Outgoing
 - 2. Log of activities

102.6.4 FACILITIES TEAM

The Facilities Team provides first line support of all facility, electrical, and communications needs at the EOF and the overall recovery organization during an event/drill.

- **Major Functions**

- a) Secure facility in case of any damage and make necessary repairs as needed to maintain integrity of building.
- b) Supply two-way radios and radio pagers as needed.
- c) Install additional electrical hookups as needed.
- d) Report all telecommunications problems to SPOC helpline (8-382-7762).

- **Upon arrival at the EOF**

- a) After reporting to the EOF, complete the Facilities Staff Checklist. (Refer to Appendix H).

- **Telephone**

Phone equipment for the Oconee EOF is located in each individual room and location. The press lines phones and related equipment are stored in the EOF Audio/Visual room.

102.6.5 PURCHASING TEAM

The Purchasing Team coordinates all activities with the recovery Organization relating to the procurement of materials, equipment and services during an event/drill.

- **Major functions**

- a) Issue requisitions and purchase orders
- b) Negotiate contracts
- c) Expedite hardware and software
- d) Coordinate receipt and distribution of material and equipment.

NOTE: The EOF Director and the EOF C&F Manager are authorized to approve expenses incurred in the performance of duties.

- **Additional Personnel Required**

The Purchasing function will be handled by the General Office or ONS Purchasing Group, with a Purchasing Director (PD) in lead. The General Office will staff backup teams per the PD's instructions. Clerical support will be provided as needed by the EOF Administration Director.

- **Field Commodity Contacts**

Commodities contact can be called to assist in the requisitioning of materials during a Drill/Event. (See the Commodities & Facilities ERO Teams, telephone numbers, and vendors' list in the C&F file cabinet for names).

- **Interface with Other Groups**

The Purchasing Director will work with the Transportation Team to ensure expeditious delivery of equipment. The PD will work with the EOF C&F Manager and the Nuclear Generation Department to expedite the receipt and distribution of equipment and materials.

- **Crisis Stage to Recovery Stage**

The following is a checklist of things to do and/or consider when moving from the CRISIS STAGE to the RECOVERY STAGE of an event.

- a) Activate purchasing backup team and prepare shift schedule.
- b) Assess need for additional personnel support
- c) Assess need to activate field commodity contacts.
- d) Establish expediting priority code (3).

- **Procedures**

Requisitioning Equipment:

- a) When materials, equipment, and /or services are needed, the PD at the EOF will convey the need to the purchasing department via telephones, computers, and

telecopiers. Recovery effort requisitions will be processed through the purchasing system for immediate handling.

Expediting:

- a) Expediting priority code (3) will apply to all purchases for the recovery operation unless determined otherwise.

Receiving:

- a) The ONS Commodities and Facilities Receiving Department will handle receipt of material and equipment. A member of the EOF purchasing team will coordinate with receiving personnel to assure the material gets to the appropriate destination at the site.

102.6.6 COMMISSARY TEAM

The commissary team provides basic nutritional and personnel needs for the recovery organization during a drill or event at the OSC, TSC, and EOF.

- **Arrival at the EOF**

- a) The Commissary Director/designee (CD) will contact the food services as necessary to meet the needs of the situation and location.

- **Food Service**

- a) Vendors on the Commodities & Facilities ERO Teams, telephone numbers, and vendors list have agreed to supply coffee and pastries for pickup or delivery within one hour, and regular meals (catered for up to 300 person) within three (3) hours.

- **Recovery**

During the recovery stage, the following duties should be performed to ensure proper support for all EOF personnel involved.

- a) Notify food suppliers
- b) Establish daily schedule
 - 1. Meals - location, time and notification to all areas involved.
- c) If required, notify tent, furniture, and portable toilet suppliers.
- d) Establish personnel requirements, if required.
- e) Notify purchasing - Personnel for trash removal (when, how often, where).
- f) Establish schedule for personnel - Ensure around the clock coverage in all areas listed. Copy C&F Manager

- **Audit Procedure**

Periodically, the Commissary Director will mail to each supplier, a questionnaire along with a stamped return envelope requesting verification of information contained in this section (refer to Appendix D). Follow-up phone calls and/or visits will be made to those vendors

who fail to return a completed form. Completed forms and visit reports will be kept in a permanent file and updated as needed by the Commissary Director.

102.6.7 HUMAN RESOURCES TEAM

The Human Resource Team provides the personnel needs of the recovery organization during emergency efforts.

- **Major Functions**

- a) Assist in providing support personnel as required.
- b) Provides labor relations assistance as required.

102.6.8 TRANSPORTATION/EQUIPMENT TEAM

The Transportation/Equipment Team provides necessary equipment and personnel for movement of material and people to, from, and through the crisis area for the duration of the recovery effort.

- **Major Functions**

- a) Furnish vehicles/operators for personnel and equipment movement.
- b) Provide common carrier and specialized carrier service for specific material and personnel needs.
- c) Coordinate, trace, and expedite material deliveries and shipments in and out of recovery site.
- d) Provide fuel for on site recovery vehicles.
- e) Transport environmental samples for analysis upon request by the Radiological Assessment Group Off-site Monitoring Coordinator.

- **First Call Out**

The first contingency will begin with establishment of base operations. This will include personnel establishment and transport equipment assessment.

The Transportation Director and Off-site Monitoring Coordinator will determine the time and location of environmental sample pick-up. Sample destination will be the Applied Science Center (ASC) or unaffected station as specified by the Off-Site Monitoring Coordinator.

- **Backup Equipment**

As the first move is taking place and work has begun, a total equipment assessment will be made to determine present, and future needs in personnel and material movement. This will also include establishment of busing and van schedules and route between plant facilities and between places of lodging and airport facilities to plant facilities, as required.

Additional transport equipment as well as operating personnel in the Duke Power Company system are also available on a phone call notice as need is determined.

102.7 APPENDIX

- Appendix A - EOF C&F Manager Activation Checklist
- Appendix B - EOF Shutdown Checklist
- Appendix C - Administration Staff Checklist
- Appendix D - Supplier Verification of Information Letter
- Appendix D - Commissary Supplies Agreement Form (Attachment)
- Appendix E - Site Emergency Response Equipment List
- Appendix F - Emergency Response Equipment
- Appendix G - Site Emergency Materials List
- Appendix H - Facilities Staff Checklist

I

Appendix A

EOF C&F MANAGER ACTIVATION CHECKLIST

NOTE: Initial on line left of item as completed.

- _____ Sign-in on the Commodities and Facilities Board put on title nametag.
- _____ Sign-in on the EOF Director's room board.
- _____ Establish contact with the OSC Commodities and Facilities liaison (885-3085).
- _____ Establish contact with the C&F Evacuation/Relocation Coordinator. |
- _____ Confirm arrival of C&F support team Directors via C&F Sign-in board. |
(Admin., Commissary, Facilities, etc.). Call out other Directors if needed. |
- _____ After EOF activation, confirm the Administrative Director has notified insurance agents.
- _____ Attend EOF Management meeting as requested by EOF Director. |
- _____ Collect (24) hr. shift rotation schedules for all ERO support teams as requested by EOF Director. |
- _____ Identify any C&F Medical Emergency Response Team (MERT) members to the EOF Director upon request. |
- _____ Notify EOF Director when food or refreshments are ready to serve. |

Appendix B

EOF SHUTDOWN CHECKLIST

NOTE: Initial on line left of item as completed.

Administration

- _____ Verify a minimum of (5) control copies of each procedure in the ERO Procedures Cabinet and the cabinet is locked
- _____ Verify public address system is off
- _____ Arrange return of relocated office equipment
- _____ Notify Hotels/Motels of release of rooms being held for reservation
- _____ Assist personnel needing airline transportation
- _____ Make (2) copies of EOF Director's logbook, and give to the Emergency Planner
- _____ Notify Corporate Insurance contact as to Emergency status |

Purchasing

- _____ Transfer information on outstanding requisitions to normal Purchasing contacts

Facilities |

- _____ Secure radio base stations |
- _____ Return Media Center phones to storage location
- _____ Return portable communications equipment to storage location (if applicable)

Commissary

- _____ Notify vendors to discontinue food service to EOF, OSC, and TSC
- _____ Make arrangements for trash removal

Transportation/Equipment |

- _____ Arrange for transport of relocated equipment to original location (if applicable)
- _____ Arrange for transportation home for personnel (as needed)

ADMINISTRATION STAFF CHECKLIST

NOTE: Initial on line left of item as completed.

- _____ Verify clock in the C&F Room is synchronized with the digital clock in the EOF Director's area.

- _____ Set up EOF Commodities & Facilities area. (Get pads, pencils, etc.)

- _____ Data representation in EOF Commodities and Facilities office. (Telephone Books)

- _____ Provide for equipment needs and administrative support of news media.

- _____ Verify copy machines/telecopiers are turned on and functional.

- _____ Verify at least (5) copies of procedures are in the EOF procedure cabinet.

- _____ Provide a (24) hour shift list of the Administration team for the C&F Manager.

- _____ Copy logbook at completion of drill.

- _____ Notify Corporate Insurance of Station status.
 - a. Update of Alert status |
 - b. Which Unit is affected |
 - c. Status of Unit (i.e. leaking, contained, etc.) |

SUPPLIER VERIFICATION OF INFORMATION LETTER

Your Company has been previously contacted by a member of the Oconee Nuclear Site Emergency Response Team concerning your participation in upcoming Emergency exercises at the Oconee Nuclear Site.

These exercises are to prepare us to manage an actual emergency should one ever occur. If an actual emergency should occur, your company could be called on to supply commodities needed to manage the situation.

The attached form, when verified by you, will enable us to maintain our current state of preparedness. Please sign and date the attached information and return it to me in the enclosed envelope.

Yours very truly,

Diane Wilkerson
Oconee Commodities & Facilities
Director of Commissary
Duke Power Company

Attachments

Appendix E

SITE EMERGENCY RESPONSE EQUIPMENT

DESCRIPTION

- YARD TRACTOR OR EQUIVALENT
- TRAILER EQUIPMENT HAULING
- CRANE, 22-TON ROUGH TERRAIN
- FORKLIFT, 5000 LBS CAPACITY
- FORKLIFT, 8000 LBS CAPACITY
- FORKLIFT, 18000 LBS CAPACITY
- WELDERS, MOBILE
- AIR COMPRESSOR MOBILE WITH 1300 CFM
- TRUCK BOOM
- CABLE REEL CART

Appendix F

EMERGENCY RESPONSE EQUIPMENT

QTY	DESCRIPTION
1	ROAD TRACTOR OR EQUIVALENT
2	TRAILERS, EQUIPMENT AND MATERIALS
1	TRAILER, MOTOR LOAD CONTROL CENTER
1	CRANE, 40-TON HYDRAULIC TRUCK
2	SUMP PUMPS, GAS POWERED
1	PUMP, DIESEL
1	LOADER/BACKHOE
1	TRUCK DUMP
2	TRUCKS, BOOM
1	CORE DRILL, AIR OPERATED
2	GENERATORS, 30KVA
1	GENERATOR 200KVA
2	GENERATORS, 5KW, 50002
2	LIGHT PLANTS

Appendix G

SITE EMERGENCY MATERIALS LIST

QUANTITY	DESCRIPTION	BUILDING
1	Emergency switchgear - Trailer mounted	8019
1	Manual Spring Charging Tool	8019
1	Cable Tray for Emergency switchgear	8019
17	Reels of cable for power to pump motors and valves	8019
17	Cable reel stands	8019
-	Parts and materials for cable connections	8093 QA Area
3	Valve control panels	8093 Bay Area
9	Nitrogen bottles for pneumatic valves	8093 QA Area
9	Pressure regulators for pneumatic valves	8093 QA Area
6	Sets of copper tubing for pneumatic valves	8093 QA Area
	Parts & materials for tubing connections	8093 QA Area
12	Pressure indicators	8093 QA Area
6	Pressure testers	8093 QA Area
3	Thermometers	8093 QA Area
	Parts & materials for instrument connections	8093 QA Area
3	Thermometers	8093 QA Area
-	Parts & materials for instrument connections	8093 QA Area
15	Cla-ton 500-watt light stands	8093 QA Area
17	Pipes for cable reels	8019
-	"Herculite" for covering emergency switchgear	8093

Appendix H

FACILITIES STAFF CHECKLIST

NOTE: Initial on line left of item as completed.

_____ Sign-in on logbook upon entry to EOF listing 24-hr. shift rotation coverage.

_____ Sign-in on Commodities and Facilities Board and put on nametag.

_____ Turn PA System on.

_____ Check building temperature.

_____ Upon EOF activation, contact College Street Center to inform them of the need to keep mainframe computers available in order to support Drill/Event applications, such as Lotus Notes and information retrieval screens available (Host Sessions). **Telephone Number: 8-382-5868**

_____ Contact SPOC Helpline for computer/telephone problems. **Telephone Number: 8-382-7762**

_____ If power failure occurs at EOF, switch the generator over to main power. Control panel located at outside Equipment Room in rear of building.

_____ When EOF operation has been terminated, contact College Street Center to inform them of drill status.

_____ When EOF operation has been terminated, turn PA System off.

_____ When EOF operation has been terminated, turn building temperature back to original setting.

TRAINING DIVISION

Approval
Revised Date
Original Date
Prepared By
EP Review

[Signature]
2/1/2000
6/4/92
Paul S. White
MB Stone

Oconee Training Division Training Guide

Training Division Emergency Response Guide

1.0 OBJECTIVE

The purpose of this guide is to define the role that the Oconee Training Division Group fulfills in support of the Oconee Nuclear Station Emergency Plan.

NOTE: Emergency Planning must review revisions to this guide and receive a control copy within three (3) working days of approval.

2.0 SCOPE

This guide is applicable to all Training Division personnel.

3.0 REFERENCES

Oconee Nuclear Station Emergency Plan
NSD 114 - Site Assembly/Evacuation Process
RP/O/B/1000/09 - Procedure for Site Assembly
RP/O/B/1000/10 - Procedure for Emergency Evacuation/Relocation
of Site Personnel
Emergency Procedure/Building Evacuation Plan (owned by Facilities
Group @ extension 4158)

4.0 RESPONSIBILITY

Each individual in the Training Division is responsible for following the requirements of this training guide in support of the Emergency Response Plan.

5.0 PROCEDURE

5.1 Accountability of Training Personnel

A. All **Training Division personnel**, including those who support the Emergency Response Organization, shall assemble at their designated assembly location as follows:

- **Oconee Training Center personnel** assemble in their designated work area
- **OOB 4th Floor personnel** assemble outside the EM&S Training Manager's office
- **Maintenance Training Facility personnel** assemble outside the Maintenance Training Supervisor's office

Personnel unable to reach the assembly area within 8 minutes shall telephone their supervisor and identify their current location.

- B. **Training personnel** located inside the Protected Area when site assembly commences, shall proceed out of the protected area and report to their designated assembly location. Personnel unable to reach the designated assembly point within eight (8) minutes, shall go to the nearest assembly point, swipe their security badge at the card reader and call their supervisor.
- C. **Training personnel** working inside the RCA/RCZ who are wearing protective clothing shall go to the nearest change room, frisk appropriately, and swipe their security badge. They shall immediately call their supervisor to report their location and await further instructions.
- D. **Training personnel** who report to the *Technical Support Center (TSC)*, *Operational Support Center (OSC)*, and the *Emergency Operations Facility (EOF)* as members of the Emergency Response Organization shall notify their Training Evacuation Coordinator listed on Enclosure 6.1 prior to leaving their assembly point.

- E. **Permanently badged students** attending classes at the OOB, MTF or Complex shall call and VERBALLY speak to their Station Work Group Contact, who will report accountability for them. The student should remain in the classroom until site assembly is secured per the PA announcement. The Training Instructor will provide evacuation instructions in the event that a site evacuation should occur.
- F. **Students at the OTC** will be accounted for as follows:
- The Training OTC Site Assembly Contact will report all students in long term classes, such as Hot License Prep Class, Introduction to Systems Specific, and GFES Class.
 - Students in requal will be accounted for by the OSM.
 - Operations staff personnel who are in training at the OTC during a site assembly shall verbally call their station work group contact who will report accountability for them.
 - The Training OTC Site Assembly Contact shall provide evacuation instructions when needed.
- G. **In-processing students** shall call and VERBALLY speak to their Vendor Site Representative, who will report accountability for them. If the Vendor Site Representative is not available, the student shall call the Work Force Coordinator at extension 3974 or the Resource Deployment Contact at extension 4502. The student should remain in the classroom until site assembly is secured per the PA announcement. The Training Instructor will provide evacuation instructions in the event that a site evacuation should occur.
- H. **All visitors inside** the Protected Area shall assemble with their permanently badged escort. All visitors *outside* the Protected Area shall assemble with their Station Group Contact who will report accountability for them.
- I. **Training personnel** not supporting the Emergency Response Organization shall remain at their assembly location until released by the Emergency Coordinator.
- J. The access gates may or may not be manned during a site

assembly. If you report to the site during a site assembly, proceed as normal to your work location unless directed otherwise by Security.

5.2 Site Assembly - Normal Work Hours (Monday - Thursday)

- A. Designated Training Division site assembly contacts are listed on Enclosure 6.1. They shall be responsible for ensuring that their section accountability status is reported to the Officer Team Secretary at extension 3600, within 10 minutes. If the Officer Team Secretary is not available, this accountability shall be reported to the Training Business Technology contact at extension 3396, who will in turn make accountability to the Security Shift Supervisor/designee at extension 5050.
- B. If telephone lines are inoperable; accountability status should be reported by available means (e.g., use of a messenger).
- C. Name, group and last known location of unaccounted personnel will be provided by the person reporting the personnel accountability. If last known location of unaccounted personnel is inside the Protected Area, Security will try to locate. If the last known location is outside the Protected Area, Training is responsible for locating personnel.

5.3 Site Assembly - Back Shifts, Weekends and Holidays

- A. The Supervisor or senior individual at each designated assembly location shall report accountability to the Security Shift Supervisor/designee at extension 5050.
- B. If telephone lines are inoperable, accountability status should be reported by available means (e.g., use of a messenger).
- C. Any individual not accounted for shall be identified by name, group and last known location.

5.4 Providing Twenty-Four (24) Hour Coverage

- A. If the emergency situation dictates, a shift rotation schedule will be developed for emergency response personnel to provide twenty-four hour coverage. The shift rotation schedule will be developed prior to implementation of site evacuation.

5.5 Site Evacuation

- A. The Emergency Coordinator will assess plant conditions and determine when an emergency situation requires site evacuation or relocation of personnel.
- B. If evacuation or relocation is required, the TSC OffSite Communicator is responsible for ensuring that evacuation/relocation instructions are provided for the site. The Training Division Evacuation Coordinators listed on Enclosure 6.1 are responsible for coordinating and implementing evacuation/relocation activities for the Training Division.
- C. Evacuation instructions will be coordinated by the Evacuation Coordinators in accordance with NSD 114, RP/0/B/1000/10, and the Emergency Procedure/Building Evacuation Plan. NSD 114 provides evacuation instruction sheets when the LAN is unavailable.
- D. The following guidelines are to be used by the Evacuation Coordinator should site evacuation take place:
 - 1. When the PA announcement is made to evacuate, access the Site Evacuation Plan at the Oconee Desktop/Oconee Information Library /Evacuation Plan.
 - 2. Note: The OTC is not included in the site PA system. Security provides only the initial site assembly announcement to the OTC. Therefore, the OOB 4th floor Evacuation Coordinator will relay any announcements concerning evacuation to the OTC Evacuation Coordinator. Also, when the Site Evacuation Plan cannot be accessed on the LAN, the OOB 4th floor Evacuation Coordinator will inform the OTC Evacuation Coordinator.
 - 3. Each Evacuation Coordinator will be contacted by the Training Manager/designee to discuss evacuation plans, shift coverage and other evacuation related information. When the Training Manager is the acting EOF Director, this contact will be made from the EOF to Evacuation Coordinators listed on Enclosure 6.1. When the Training Manager is NOT the EOF Director, he may be performing other duties at the EOF and may not be available to make phone contacts. Therefore, in this

circumstance, or when the Training Manager is scheduled off, the EM&S Manager/designee will fulfill this responsibility.

4. Obtain the Training Manager/designee's phone number for future call back and communication. Per the Training Manager, everyone will be evacuated unless otherwise notified.
5. Make copies of the evacuation plan for each person.
6. Instruct personnel, including students, to evacuate at designated times to designated location, based on instructions provided.
7. If personnel are relocated to the OTC or Complex, contact the Training Manager/designee and provide the phone number of your new location.
8. Call the TSC Offsite Communicator at extension 3706 to arrange bus transportation for personnel who cannot access their personal vehicle or obtain a ride with a co-worker.
9. The Evacuation Coordinator should be the last person to evacuate even if they are identified as Category 1 or 2.
10. Call the Training Manager/designee (using extension obtained in step 4 above) to report evacuation complete.

5.6 Staffing the Emergency Response Organization

- A. The TSC/OSC/EOF will be staffed in accordance with the Emergency Response Organization. Facility locations are as follows:

Primary

TSC: Units 1 & 2 Control Room - Kitchen Area

OSC: Room behind Unit 3 Control Room

EOF: Duke Power Operations Center - Issaqueena Trail

Alternate

TSC: Oconee Office Building Room 316

OSC: Oconee Office Building Room 316A

B. Notification of Activation during Normal Work Hours:

Notification of TSC/OSC/EOF activation will normally occur over the site public address and pager systems if the condition or event results in an emergency classification of Alert, Site Area Emergency, or General Emergency. Designated TSC/OSC/EOF personnel shall respond as required. These personnel shall notify their Training Evacuation Coordinator prior to leaving their assembly point.

C. Notification of Activation during Off-Normal Work Hours:

During back shifts, weekends, and holidays, TSC/OSC/EOF response personnel shall be notified by pager or the Community Alert Network System. If a Duty person is notified through the Community Alert Network, the response code he/she must use is 1 2 3 4. Should the pager system become inoperable, personnel serving in a duty capacity will be notified by the Switchboard Operator.

D. The Training Division staffs the *Technical Support Facility* for the following positions:

TSC NRC Communicator
Emergency Planning

E. The Training Division staffs the *Emergency Operations Facility* for the following positions:

EOF Director
Operations Interface Manager
Offsite Communications Manager

6.0 Enclosures

6.1 Oconee Training Division Contacts

Enclosure 6.1

OCONEE TRAINING DIVISION CONTACTS

SITE ASSEMBLY CONTACTS

<u>Training Facility</u>	<u>Primary Contact</u>	<u>Alternate Contact</u>
Maintenance Trng.	Sara Morse (3506)	Bruce Jones (3603)
Oconee Office Bldg.	Diane Burrell (3396)	Trng/Tech Support Supv. or Designee
Oconee Trng. Center Ops Trng. Manager	Paul Stovall (3307)	Cam Eflin (3031) John Steely (3446)
Oconee Trng. Center Supv. Eng. Sim.	Keith Welchel (3349)	Allen Collins (3361) Jeff Pottmeyer (3462) Tom Rice (3463) Tam Vo (3464)

EVACUATION COORDINATORS

<u>Training Facility</u>	<u>Primary Contact</u>	<u>Alternate Contact</u>
Maintenance Trng.	Bruce Jones (3603)	Terry Mason (4659)
Oconee Office Bldg.	Ginny Parker (3602)	David Manley 3520) Kip Nations (3826)
Oconee Trng. Center	David Covar (3452)	Cam Eflin (3031) John Steely (3446)