

CONTROLLED DOCUMENT TRANSMITTAL

Transmittal#: 10656N

Date: 03/31/2000

Initiator: BETTY TWITE

Page: 1

Description:

REISSUE OF 1 PMP EMERGENCY PLAN PROCEDURE FOR CORRECTION OF DATA SHEET 4, EXHIBIT D

Distribution Group(s):

PMP-2080-EPP.106

Section/Name	Mail Zone	Copies	Comments
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ENMT Library	16	1C	
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JPIC	1*	1C	
Mechanical Work Center	2	1C	
MI Dept Environ Quality		1C	
NDM: Library	1*	1C	
NDM: Record Copy	1*	RECORD	
NGH: EDCC, C. Kincaid	22*	1C	
NGH: EOF (via EDCC), C. Kincaid	22*	3C	
NRC - Washington		2C	
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OSA, J. Smith	11	1C	
Plant Engineering Library	4B	1C	
Plant Protection	8B	1C	
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S.S. Office	5B*	1C	
Simulator	11	4C	
Simulator TSC	11	2C	
Site NRC	4A	1C	
State of Michigan		1C	
Training Cart 1, T. Ott	11	1C	
Training Cart 2, S. Gleffe	11	1C	
Training Cart 3, S. Freeman	11	1C	
Training Cart 4, S. Stiger	11	1C	
Training Cart 5, M. Juengling	11	1C	
Training Cart 6, D. Terry	11	1C	
Training Library	11	1C	
TSC	1*	1C	
Unit 1 Control Room	5B*	INDEX 1C	
Unit 1 Control Room	5B*	3C	
Unit 2 Control Room	5B*	INDEX 1C	
Unit 2 Control Room	5B*	3C	
Visitor Center	25	1C	

Transmitted Controlled Document Listing: (1)

Document	Revision	Status	Title
PMP-2080-EPP.106	0014A	Approved	INITIAL OFFSITE NOTIFICATION Comments: REISSUED ON 3/31/2000 FOR CORRECTION OF DATA SHEET 4, EXHIBIT D ON TRANS. 10656N

Controlled Document Transmittal Receipt and File Acknowledgement:

CONTROLLED DOCUMENTS ONLY

Signature

Date

A045

AMERICAN ELECTRIC POWER COMPANY
DONALD C. COOK NUCLEAR PLANT

MAR 31 2000

EMERGENCY PLAN PROCEDURES

CONTROLLED
DOCUMENT

IDENTIFICATION NUMBER	TITLE	REVISION AND DATE	COMMENTS
PMP 2080 EPP.101 (REPLACES PORTIONS OF PMP 2080 EPP.001)	EMERGENCY CLASSIFICATION	REV. 2 06-04-97	
PMP 2080 EPP.102 (REPLACES PORTIONS OF PMP 2080 EPP.001 & PMP 2080 EPP.015)	UNUSUAL EVENT	REV. 3 06-30-98	
PMP 2080 EPP.103 (REPLACES PORTIONS OF PMP 2080 EPP.001 & PMP 2080 EPP.015)	ALERT	REV. 5 06-30-98	
PMP 2080 EPP.104 (REPLACES PORTIONS OF PMP 2080 EPP.001 & PMP 2080 EPP.015)	SITE AREA EMERGENCY	REV. 4 06-30-98	
PMP 2080 EPP.105 (REPLACES PORTIONS OF PMP 2080 EPP.001 & PMP 2080 EPP.015)	GENERAL EMERGENCY	REV. 4 06-30-98	
PMP 2080 EPP.106 (REPLACES ALL OF PMP 2080 EPP.012)	INITIAL OFFSITE NOTIFICATION	REV. 14a 03-22-00	
PMP 2080 EPP.107 (REPLACES THE ORIGINAL ISSUE OF PMP 2080 EPP.008)	NOTIFICATION OF PLANT PERSONNEL	REV. 13 06-30-98	
PMP 2080 EPP.108 (REPLACES ALL OF PMP 2080 EPP.006)	INITIAL DOS ASSESSMENT	REV. 3 02-28-95	
PMP 2080 EPP.110 (REPLACES ALL OF PMP 2080 EPP.010)	TOXIC GAS RELEASE GUIDELINES	REV. 2 03-25-96	
PMP 2080 EPP.111 (REPLACES ALL OF PMP 2080 EPP.011)	NATURAL EMERGENCY GUIDELINES	REV. 1 02-60-95	
PMP 2080 EPP.112 (REPLACES ALL OF PMP 2080 EPP.014 & PORTIONS OF PMP 2081 EPP.008)	PERSONNEL INJURY	REV. 1 06-05-97	

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Procedure Correction, Change, and Review			
Data Sheet 1	Review and Approval Tracking Form		Page: 55

Procedure Information:
 Number: PMP 2080 EPP 106 Rev. 14a Change: 0
 Title: INITIAL OFFSITE NOTIFICATION

Change Only:
 Change (Full Procedure) with Review of Change Only Correction (Full Procedure)
 Change (Page Substitution) with Review of Change Only Correction (Page Substitution)
 New Procedure or Change with Full Review Cancellation
 Superseded by:

Required Reviews:
 Operations ALARA Nuc. Doc. Management
 Maintenance Training None Required
 Design Engineering Surveillance Section
 Plant Engineering Performance Assurance
 Chemistry/RP Business Services Procedure Group
 Other: (Includes Technical Reviewer Determined Reviews)

NUCLEAR RECORDS MANAGEMENT SECTION
MAR 31 2000
CONTROLLED DOCUMENT

Writer Task Reviews:
 Revision Summary attached? Yes
 Safety Screening complete? SS/SE Tracking No: _____ Yes Exempt N/A
 Implementation Plan developed? (Ref. Step 3.4.17) Yes N/A
 Periodic Review conducted? (Data Sheet 5 Complete) Yes No
 Cognizant Org Review: N/A Date: / /
 Technical Review: BKMally Date: 3/20/00
 Ops Mgr Concurrence: N/A Date: / /
 Owner Concurrence: N/A Date: / /
 Writer Review: BKMally Date: 3/20/00

Approvals:
 PORC Review Required: Yes No Mtg. No.: _____
 Approval Authority Review/Approval: [Signature] Date: 3/21/00
 Effective Date: 3/22/00 BET 3-23-00

Revision Summary

PMP 2080 EPP.106 Revision 14a, Initial Offsite Notification

The overall purpose of this procedure correction is to update names, position titles and phone numbers of ERO personnel.

1. Changed "Shift Supervisor" to " Shift Manager" in steps 1.0, 3.1.2, Caution after step 3.3.1, 3.4, Note before step 3.4, 3.4.1, 3.4.2, 3.4.4, 3.4.5, 3.5.1, Exhibit B title and note.

3.1.6a Correction Criteria: position title change.

2. Change Shift Supervisor to Shift Security Supervisor in step 3.4.3.

3.1.6a Correction Criteria: Changed obviously incorrect information that is referenced elsewhere.

3. Deleted "his" from steps 3.4.2, 3.4.4, 3.4.5.

3.1.6a Correction Criteria: Sentence structure.

4. Replace names and phone numbers of personnel in Exhibit B and C.

3.1.6a Correction Criteria: Organizational changes.

5. Add third NRC operations center phone number in Exhibit B.

3.1.6a Correction Criteria: Telephone number change.

Note: Concurrence by PORC Chairman, Jim Molden, that these changes constitute a procedure correction.

LIST OF EFFECTIVE PAGES

<u>PAGE NUMBER</u>	<u>REVISION NUMBER/EFFECTIVE CHANGE SHEETS</u>
Page 1 of 3	Revision 14a
Page 2 of 3	Revision 14a
Page 3 of 3	Revision 14a
EXHIBIT A:	ACCIDENT INFORMATION REPORTING DATA SHEET
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EXHIBIT B:	SHIFT MANAGER INITIAL OFF-SITE NOTIFICATION LIST
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EXHIBIT C:	SEC EMERGENCY CALL-OUT LIST
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AMERICAN ELECTRIC POWER
DONALD C. COOK NUCLEAR PLANT

INITIAL OFFSITE NOTIFICATION

1.0 **OBJECTIVE**

This procedure provides guidance to the Shift Manager (SM) acting initially as the Site Emergency Coordinator (SEC) regarding initial information supplies to offsite support groups. This information is to be supplied upon declaration of an Unusual Event, Alert, Site Area Emergency, or General Emergency.

2.0 **REFERNECE**

- 2.1 NUREG 0654/FEMA-REP-1, Planning Standard E. Notification Methods and Procedures.
- 2.2 Donald C. Cook Emergency Plan, Section 12.3.6, Notification Methods and Procedures.
- 2.3 Letter from F. Lieutenant J. M. Tyler, Michigan State Police to T. G. Harshbarger, Subject: Emergency Notification Procedures, Dated July 8, 1985.
- 2.4 10 CFR 50.72(a), Immediate Notification Requirements for Operating Nuclear Power Reactors.
- 2.5 IN 87-58, NRC Information Notice 87-58, Continuing Communication Following Emergency Notification.
- 2.6 PMI 7030, Corrective Action.
- 2.7 PMP 2080 EPP.107, "Notification of Plant Personnel".
- 2.8 Emergency Response Organization (ERP) Phone Directory.
- 2.9 D. C. Cook Commitment Management System, Commitments No. 7 & 9.

3.0 **DETAILED PROCEDURE**

3.1 Responsibilities

- 3.1.1 The SEC is responsible for ensuring the implementation of this procedure in the event of an emergency declaration.
- 3.1.2 The Shift Manager (SM) or his designee acting initially as the SEC is responsible for completing the notifications specified on Data Sheet 2, Exhibits B, Shift Manager Initial Offsite Notification List and Data Sheet 2, Exhibit C, SEC Emergency Call-Out List of this procedure.

3.2 Limitations

- 3.2.1 Initial notifications to the Berrien County Sheriff's Department and the Michigan State Police (MSP) shall be made within 15 minutes upon declaration of an Unusual Event, Alert, Site Area Emergency, or General Emergency.
 - a. Data Sheet 4, Exhibit D, Plant Status, shall be used to provide initial plant status information to the NRC.
- 3.2.2 Notification of the NRC and appropriate AEP personnel shall be made after the MSP and Berrien County Sheriff's Department have been notified. In all cases, the NRC shall be notified within one hour of the emergency declaration.

3.3 Prerequisites

- 3.3.1 The Plant must be at a declared emergency classification (i.e., Unusual Event, Alert, Site Area Emergency, or General Emergency) before this procedure can be implemented.

3.4 Actions of the Shift Manager or his Designee

CAUTION

Utilizing Attachment No. 1 to PMP 7030.001.001, The Shift Manager or his designee shall notify the NRC immediately after notification of the Berrien County Sheriff's Department and the Michigan State Police and not later than one hour after the time the plant declares one of the emergency classes.

NOTE

After Data Sheet 2, Exhibit B, Shift Manager Initial Offsite Notification List, notifications have been made, Step 3.4 will have to be repeated if the emergency escalates to a higher emergency classification.

- 3.4.1 Upon declaration of an Unusual Event, Alert, Site Area Emergency or General Emergency the Shift Manager or designee shall provide all immediately available information from Data Sheet 1, EXHIBIT A, ACCIDENT INFORMATION REPORTING DATA SHEET, to those listed on Data Sheet 2, EXHIBIT B, Shift Manager INITIAL OFFSITE NOTIFICATION LIST. Record the time the individual was contacted and your initials in the spaces provided on EXHIBIT B. (D. C. Cook Commitment Management System, Commitments No. 7 & 9.)
- 3.4.2 The SM or his designee shall provide the information on Data Sheet 4, Exhibit D, Plant Status, to the NRC.

- 3.4.3 Contact the Shift Security Supervisor via plant extension 1130, 1133, 1135, 2205 or the plant paging system. Record the time in the space provided in Data Sheet 3, Item 1 of Exhibit C, SEC Emergency Call-Out List. Inform the Shift Security Supervisor of the following:
- a. Time of emergency declaration and emergency classification.
 - b. The Shift Security Supervisor is to assume the responsibilities of the Security Director.
 - c. For off hours or if more ERO members are needed, instruct the Shift Security Supervisor to implement PMP 2080 EPP.107, "Notification of Plant Personnel: in conjunction with Sections 1 through 4 of the ERO Phone Directory.
- 3.4.4 The Shift Manager or his designee shall provide periodic verbal updates to the Berrien County Sheriff's Department and NRC in the event of an Alert, Site Area Emergency or a General Emergency using Nuclear Plant Accident Notification Form, PMP 2081 EPP.301, Exhibit E, data until they are relieved of this function by the Emergency Operations Facility (EOF). These forms are found in the Control Room emergency kit.
- 3.4.5 In the event of an Alert, Site Area Emergency or a General Emergency, the Shift Manager or his designee shall FAX completed copies of the Nuclear Plant Accident Notification form every 15 minutes to MSP Operations at 8-1-517-336-6257 until they are relieved of this function by the EOF.
- 3.4.5.1 Initial contact will be made to the MSP Operations by dialing 8-1-517-336-6250, using the MSP phone (extension 1088) located on the desk in the back of the Control Room.
 - 3.4.5.2 Prior to FAXing the Nuclear Plant Accident Notification form to the MSP, inform them that you are transmitting this form. Confirm the receipt of this form and hang up if they have no questions.
 - 3.4.5.3 The Nuclear Plant Accident Notification form shall also be FAXed to the following locations:

State EOC	8-1-517-333-4987
EOF	8-284-2942
ENC	2906 or 2907

3.5 Actions of the Plant Manager

- 3.5.1 The Plant Manager or his alternate, shall provide the information given to him by the Shift Manager from Data Sheet 1, EXHIBIT A, ACCIDENT INFORMATION REPORTING DATA SHEET, to those individuals listed in Section 5 of the ERO Phone Directory at an Alert or higher declaration.

4.0 FINAL CONDITIONS

- 4.1 All Data Sheets and completed Nuclear Plant Accident Notification forms should be completed and routed to the Emergency Planning Coordinator upon event close-out.

ACCIDENT INFORMATION REPORTING DATA SHEET

D. C. Cook Unit: _____ Date: _____ Time Classified: _____

Classification: _____

Description of Event: _____

Release Involved: Yes No Estimated Duration (Time): _____

Release Rate: _____ Ci/sec Noble Gas Height: Ground Level _____

Wind Speed (mph): _____ Wind Direction (From): _____

ΔT : _____ °C Pasquill Category: _____ Precipitation: _____

Site Boundary Dose Rate: _____ Projected: _____ Measured: _____

Projected Total Effective Dose Equivalent (TEDE) Dose Rate at the Site Boundary is: _____

Injured Personnel: _____ Radioactively Contaminated: _____

Recommended Offsite Emergency Protective Actions: _____

Prognosis For Termination Or Worsening: _____

Prepared By: _____ SS/SEC: _____ Date: _____

SEND COMPLETED FORM TO THE EMERGENCY PLANNING COORDINATOR

SHIFT MANAGER INITIAL OFFSITE NOTIFICATION LIST

EVENT CLASSIFICATION	TIME/DATE DECLARED	TIME/DATE CLOSED OUT
Unusual Event	_____/____/____	_____/____/____
Alert	_____/____/____	_____/____/____
Site Area Emergency	_____/____/____	_____/____/____
General Emergency	_____/____/____	_____/____/____

AGENCY NOTIFIED	PHONE NUMBER	CONTACT ESTABLISHED INITIALS / TIME	EVENT CLOSEOUT INITIALS / DATE
Berrien County Sheriff's Department	8-1-616-983-3911	_____/____	_____/____
REQUEST CALL BACK VERIFICATION	BCSD Person Contacted: _____ Time Call Back Received: _____		
Michigan State Police	8-1-517-336-6250	_____/____	_____/____
REQUEST CALL BACK VERIFICATION	MSP Person Contacted: _____ Time Call Back Received: _____		
NRC Operations Center	8-1-301-816-5100	Red Phone or Commercial	
	8-1-301-951-0550		
Continuous contact will be required for an ALERT, STIE AREA EMERGENCY, OR GENERAL EMERGENCY	8-1-301-415-0553	_____/____	_____/____
	NRC Person Contacted: _____		

CALL THE FOLLOWING IN THE ORDER LISTED UNTIL ONE IS CONTACTED

NOTE

The SM should confirm with the person contacted that they will complete the contacts in Section # 5 of the ERO Phone Directory and report to the Control Room to assume Site Emergency Coordinator responsibilities at an Alert or higher declaration.

Jim Molden	Home 9-1-616-465-9254 Office 2428 Pager 9-1-888-977-1813	_____ / _____	_____ / _____
Don Crouch	Home 9-1-616-449-5899 Office 2535 Pager 9-1-616-428-3629	_____ / _____	_____ / _____
Rob Antonow	Home 9-1-616-449-5897 Office 2471 Pager 9-1-616-428-3639	_____ / _____	_____ / _____
Call the Plant Manager			
Plant Manager: Joe Pollock	Home: 9-1-616-465-9230 Office: 2424 Pager: 9-1-616-807-1214		

SEND COMPLETED FORMS TO THE EMERGENCY PLANNING COORDINATOR

SEC EMERGENCY CALL-OUT LIST

Date: _____

	TELEPHONE NUMBER	TIME CONTACTED
1. Shift Security Supervisor	X 1135	_____
2. Contact one of the following Operations Manager/Assistant Operations Manager:		
a. Larry Weber	9-1-616-556-0267	_____
b. George Northcut	9-1-616-556-9728	_____
c. Bradley Smalldridge	9-1-616-429-3218	_____
d. Lee Bush	9-1-616-429-7453	_____

At an Alert or higher declaration:

3. Report to the Control Room at this time.

PLANT STATUS

Time: _____

Data Sheet 4
Exhibit D ^{BAT}
3-31-00

Reactivity Control

- All Control rods inserted? Yes No _____ rods
- Reactor Subcritical? Yes No
- Emergency Boration initiated? Yes No
- Adequate Shutdown Margin? Yes No

RCS inventory Control

- Inventory makeup controlled by: (Identify all pumps injecting into RCS):

CVCS – Normal Charging
Charging Pumps via Bit (High Head SI)
Safety injection pumps (Intermediate Head SI)
RHR Pumps (Low Head SI)
Other: _____

RCS Pressure Control

- Pressurizer PORVs Closed? Yes No
- Pressurizer Safeties Closed? Yes No

RCS Transport Control

Forced Circulation by RCP
Natural Circulation
Feed and Bleed
Decay Heat Removal System (RHR)

RCS Heat Sink (available or in operation)

S/G – Condenser Dump Valves
S/G – Atmospheric Dump Valves
S/G – Safety Valves

Containment – Feed/Bleed
Decay Heat Removal System (RHR)

S/G Inventory Control

Main Feedwater
Aux. Feedwater
Other: _____

Containment Control

- Ice Condenser Doors OPEN? Yes No
- Containment Sprays ON? Yes No
- Hydrogen Recombiners/Igniters ON? Yes No
- Containment Isolation Valves fail to CLOSE? Yes No
- Phase A Actuation Yes No

AMERICAN ELECTRIC POWER COMPANY
DONALD C. COOK NUCLEAR PLANT

MAR 31 2000

EMERGENCY PLAN PROCEDURES

CONTROLLED
DOCUMENT

IDENTIFICATION NUMBER	TITLE	REVISION AND DATE	COMMENTS
PMP 2080 EPP.101 (REPLACES PORTIONS OF PMP 2080 EPP.001)	EMERGENCY CLASSIFICATION	REV. 2 06-04-97	
PMP 2080 EPP.102 (REPLACES PORTIONS OF PMP 2080 EPP.001 & PMP 2080 EPP.015)	UNUSUAL EVENT	REV. 3 06-30-98	
PMP 2080 EPP.103 (REPLACES PORTIONS OF PMP 2080 EPP.001 & PMP 2080 EPP.015)	ALERT	REV. 5 06-30-98	
PMP 2080 EPP.104 (REPLACES PORTIONS OF PMP 2080 EPP.001 & PMP 2080 EPP.015)	SITE AREA EMERGENCY	REV. 4 06-30-98	
PMP 2080 EPP.105 (REPLACES PORTIONS OF PMP 2080 EPP.001 & PMP 2080 EPP.015)	GENERAL EMERGENCY	REV. 4 06-30-98	
PMP 2080 EPP.106 (REPLACES ALL OF PMP 2080 EPP.012)	INITIAL OFFSITE NOTIFICATION	REV. 14a 03-22-00	
PMP 2080 EPP.107 (REPLACES THE ORIGINAL ISSUE OF PMP 2080 EPP.008)	NOTIFICATION OF PLANT PERSONNEL	REV. 13 06-30-98	
PMP 2080 EPP.108 (REPLACES ALL OF PMP 2080 EPP.006)	INITIAL DOS ASSESSMENT	REV. 3 02-28-95	
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Information	PMP-2010.PRC.002	Rev. 5	Page 55 of 78
Procedure Correction, Change, and Review			
Data Sheet 1	Review and Approval Tracking Form		Page: 55

Procedure Information:

Number: PMP 2080 EPP.106 Rev. 14a Change: 0
 Title: INITIAL OFFSITE NOTIFICATION

Category:

Change (Full Procedure) with Review of Change Only Correction (Full Procedure)
 Change (Page Substitution) with Review of Change Only Correction (Page Substitution)
 New Procedure or Change with Full Review Cancellation
 Superseded by:

Required Reviews:

Operations ALARA Nuc. Doc. Management
 Maintenance Training None Required
 Design Engineering Surveillance Section
 Plant Engineering Performance Assurance
 Chemistry/RP Business Services Procedure Group
 Other: (Includes Technical Reviewer Determined Reviews)

NUCLEAR RECORDS
MANAGEMENT SECTION
MAR 31 2000
CONTROLLED
DOCUMENT

Writer/Task Reviews:

Revision Summary attached? Yes
 Safety Screening complete? SS/SE Tracking No: _____ Yes Exempt N/A
 Implementation Plan developed? (Ref. Step 3.4.17) Yes N/A
 Periodic Review conducted? (Data Sheet 5 Complete) Yes No
 Cognizant Org Review: N/A Date: / /
 Technical Review: BK Malloy Date: 3/20/00
 Ops Mgr Concurrence: N/A Date: / /
 Owner Concurrence: N/A Date: / /
 Writer Review: BK Malloy Date: 3/20/00

Approvals:

PORC Review Required: Yes No Mtg. No.: _____
 Approval Authority Review/Approval: [Signature] Date: 3/21/00
 Effective Date: 3/22/00 ³³ Bat 3-23-00

Revision Summary

PMP 2080 EPP.106 Revision 14a, Initial Offsite Notification

The overall purpose of this procedure correction is to update names, position titles and phone numbers of ERO personnel.

1. Changed "Shift Supervisor" to " Shift Manager" in steps 1.0, 3.1.2, Caution after step 3.3.1, 3.4, Note before step 3.4, 3.4.1, 3.4.2, 3.4.4, 3.4.5, 3.5.1, Exhibit B title and note.

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3. Deleted "his" from steps 3.4.2, 3.4.4, 3.4.5.

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4. Replace names and phone numbers of personnel in Exhibit B and C.

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5. Add third NRC operations center phone number in Exhibit B.

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EXHIBIT D:	PLANT STATUS
Page 1 of 1	Revision 14a

AMERICAN ELECTRIC POWER
DONALD C. COOK NUCLEAR PLANT

INITIAL OFFSITE NOTIFICATION

1.0 **OBJECTIVE**

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2.0 **REFERNECE**

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3.0 **DETAILED PROCEDURE**

3.1 Responsibilities

- 3.1.1 The SEC is responsible for ensuring the implementation of this procedure in the event of an emergency declaration.
- 3.1.2 The Shift Manager (SM) or his designee acting initially as the SEC is responsible for completing the notifications specified on Data Sheet 2, Exhibits B, Shift Manager Initial Offsite Notification List and Data Sheet 2, Exhibit C, SEC Emergency Call-Out List of this procedure.

3.2 Limitations

- 3.2.1 Initial notifications to the Berrien County Sheriff's Department and the Michigan State Police (MSP) shall be made within 15 minutes upon declaration of an Unusual Event, Alert, Site Area Emergency, or General Emergency.
- a. Data Sheet 4, Exhibit D, Plant Status, shall be used to provide initial plant status information to the NRC.
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- 3.3.1 The Plant must be at a declared emergency classification (i.e., Unusual Event, Alert, Site Area Emergency, or General Emergency) before this procedure can be implemented.

3.4 Actions of the Shift Manager or his Designee

CAUTION

Utilizing Attachment No. 1 to PMP 7030.001.001, The Shift Manager or his designee shall notify the NRC immediately after notification of the Berrien County Sheriff's Department and the Michigan State Police and not later than one hour after the time the plant declares one of the emergency classes.

NOTE

After Data Sheet 2, Exhibit B, Shift Manager Initial Offsite Notification List, notifications have been made, Step 3.4 will have to be repeated if the emergency escalates to a higher emergency classification.

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- 3.4.4 The Shift Manager or his designee shall provide periodic verbal updates to the Berrien County Sheriff's Department and NRC in the event of an Alert, Site Area Emergency or a General Emergency using Nuclear Plant Accident Notification Form, PMP 2081 EPP.301, Exhibit E, data until they are relieved of this function by the Emergency Operations Facility (EOF). These forms are found in the Control Room emergency kit.
- 3.4.5 In the event of an Alert, Site Area Emergency or a General Emergency, the Shift Manager or his designee shall FAX completed copies of the Nuclear Plant Accident Notification form every 15 minutes to MSP Operations at 8-1-517-336-6257 until they are relieved of this function by the EOF.
- 3.4.5.1 Initial contact will be made to the MSP Operations by dialing 8-1-517-336-6250, using the MSP phone (extension 1088) located on the desk in the back of the Control Room.
 - 3.4.5.2 Prior to FAXing the Nuclear Plant Accident Notification form to the MSP, inform them that you are transmitting this form. Confirm the receipt of this form and hang up if they have no questions.
 - 3.4.5.3 The Nuclear Plant Accident Notification form shall also be FAXed to the following locations:

State EOC	8-1-517-333-4987
EOF	8-284-2942
ENC	2906 or 2907

3.5 Actions of the Plant Manager

- 3.5.1 The Plant Manager or his alternate, shall provide the information given to him by the Shift Manager from Data Sheet 1, EXHIBIT A, ACCIDENT INFORMATION REPORTING DATA SHEET, to those individuals listed in Section 5 of the ERO Phone Directory at an Alert or higher declaration.

4.0 FINAL CONDITIONS

- 4.1 All Data Sheets and completed Nuclear Plant Accident Notification forms should be completed and routed to the Emergency Planning Coordinator upon event close-out.

ACCIDENT INFORMATION REPORTING DATA SHEET

D. C. Cook Unit: _____ Date: _____ Time Classified: _____

Classification: _____

Description of Event: _____

Release Involved: Yes No Estimated Duration (Time): _____

Release Rate: _____ Ci/sec Noble Gas Height: Ground Level _____

Wind Speed (mph): _____ Wind Direction (From): _____

ΔT : _____ °C Pasquill Category: _____ Precipitation: _____

Site Boundary Dose Rate: _____ Projected: _____ Measured: _____

Projected Total Effective Dose Equivalent (TEDE) Dose Rate at the Site Boundary is: _____

Injured Personnel: _____ Radioactively Contaminated: _____

Recommended Offsite Emergency Protective Actions: _____

Prognosis For Termination Or Worsening: _____

Prepared By: _____ SS/SEC: _____ Date: _____

SEND COMPLETED FORM TO THE EMERGENCY PLANNING COORDINATOR

SHIFT MANAGER INITIAL OFFSITE NOTIFICATION LIST

EVENT CLASSIFICATION	TIME/DATE DECLARED	TIME/DATE CLOSED OUT
Unusual Event	_____ / _____	_____ / _____
Alert	_____ / _____	_____ / _____
Site Area Emergency	_____ / _____	_____ / _____
General Emergency	_____ / _____	_____ / _____

AGENCY NOTIFIED	PHONE NUMBER	CONTACT ESTABLISHED INITIALS / TIME	EVENT CLOSEOUT INITIALS / DATE
Berrien County Sheriff's Department	8-1-616-983-3911	_____ / _____	_____ / _____
REQUEST CALL BACK VERIFICATION	BCSD Person Contacted: _____ Time Call Back Received: _____		
Michigan State Police	8-1-517-336-6250	_____ / _____	_____ / _____
REQUEST CALL BACK VERIFICATION	MSP Person Contacted: _____ Time Call Back Received: _____		
NRC Operations Center	8-1-301-816-5100	Red Phone or Commercial	
	8-1-301-951-0550		
Continuous contact will be required for an ALERT, STIE AREA EMERGENCY, OR GENERAL EMERGENCY	8-1-301-415-0553	_____ / _____	_____ / _____
	NRC Person Contacted: _____		

CALL THE FOLLOWING IN THE ORDER LISTED UNTIL ONE IS CONTACTED

NOTE

The SM should confirm with the person contacted that they will complete the contacts in Section # 5 of the ERO Phone Directory and report to the Control Room to assume Site Emergency Coordinator responsibilities at an Alert or higher declaration.

Jim Molden	Home 9-1-616-465-9254 Office 2428 Pager 9-1-888-977-1813	_____ / _____	_____ / _____
Don Crouch	Home 9-1-616-449-5899 Office 2535 Pager 9-1-616-428-3629	_____ / _____	_____ / _____
Rob Antonow	Home 9-1-616-449-5897 Office 2471 Pager 9-1-616-428-3639	_____ / _____	_____ / _____
Call the Plant Manager			
Plant Manager: Joe Pollock	Home: 9-1-616-465-9230 Office: 2424 Pager: 9-1-616-807-1214		

SEND COMPLETED FORMS TO THE EMERGENCY PLANNING COORDINATOR

SEC EMERGENCY CALL-OUT LIST

Date: _____

	TELEPHONE NUMBER	TIME CONTACTED
1. Shift Security Supervisor	X 1135	_____
2. Contact one of the following Operations Manager/Assistant Operations Manager:		
a. Larry Weber	9-1-616-556-0267	_____
b. George Northcut	9-1-616-556-9728	_____
c. Bradley Smallldridge	9-1-616-429-3218	_____
d. Lee Bush	9-1-616-429-7453	_____

At an Alert or higher declaration:

3. Report to the Control Room at this time.

Time: _____

PLANT STATUS

Data Sheet 4
Exhibit D ^{BAT}
3-31-00

Reactivity Control

- All Control rods inserted? Yes No _____ rods
- Reactor Subcritical? Yes No
- Emergency Boration initiated? Yes No
- Adequate Shutdown Margin? Yes No

RCS inventory Control

- Inventory makeup controlled by: (Identify all pumps injecting into RCS):

CVCS – Normal Charging
Charging Pumps via Bit (High Head SI)
Safety injection pumps (Intermediate Head SI)
RHR Pumps (Low Head SI)
Other: _____

RCS Pressure Control

- Pressurizer PORVs Closed? Yes No
- Pressurizer Safeties Closed? Yes No

RCS Transport Control

Forced Circulation by RCP
Natural Circulation
Feed and Bleed
Decay Heat Removal System (RHR)

RCS Heat Sink (available or in operation)

S/G – Condenser Dump Valves
S/G – Atmospheric Dump Valves
S/G – Safety Valves

Containment – Feed/Bleed
Decay Heat Removal System (RHR)

S/G Inventory Control

Main Feedwater
Aux. Feedwater
Other: _____

Containment Control

- Ice Condenser Doors OPEN? Yes No
- Containment Sprays ON? Yes No
- Hydrogen Recombiners/Igniters ON? Yes No
- Containment Isolation Valves fail to
 CLOSE? Yes No
- Phase A Actuation Yes No