

**NEW YORK POWER AUTHORITY
 JAMES A. FITZPATRICK NUCLEAR POWER PLANT
 P.O. BOX 41
 LYCOMING, NY 13093
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DATE: May 15, 2000
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TO: U.S.N.R.C. Document Center/Washington, DC

FROM: CATHY IZYK - EMERGENCY PLANNING DEPARTMENT

SUBJECT: EMERGENCY PLAN AND IMPLEMENTING PROCEDURES

Enclosed are revisions to your assigned copy of the JAFNPP Emergency Plan and Implementing Procedures. Please remove and **DISCARD** the old pages. Insert the attached, initial and date this routing sheet and return the completed routing sheet to ***Cathy Izyk in the Emergency Planning Department within 15 days.*** If this transmittal is not returned within 15 days, your name will be removed from the controlled list.

PLEASE INSERT THE DOCUMENTS LISTED BELOW!

VOLUME 1 Update List Dated N/A			
DOCUMENT	PAGES	REV. #	INITIALS/DATE
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VOLUME 2 Update List Dated N/A			
DOCUMENT	PAGES	REV. #	INITIALS/DATE
	N/A		

VOLUME 3 Update List Dated May 16,2000			
DOCUMENT	PAGES	REV. #	INITIALS/DATE
SAP-3	REPLACE ALL	68	

AO45

EMERGENCY PLAN IMPLEMENTING PROCEDURES/VOLUME 3
UPDATE LIST

CONTROLLED COPY # 351

Date of Issue: May 16, 2000

Procedure Number	Procedure Title	Revision Number	Date of Last Review	Use of Procedure
N/A	TABLE OF CONTENTS	REV. 23	12/98	N/A
EAP-26	PLANT DATA ACQUISITION SYSTEM ACCESS	REV. 11	02/98	Informational
EAP-27	ESTIMATION OF POPULATION DOSE WITHIN 10 MILE EMERGENCY PLANNING ZONE	REV. 9	02/98	Informational
EAP-28	EMERGENCY RESPONSE DATA SYSTEM (ERDS) ACTIVATION	REV. 5	02/98	Reference
EAP-29	EOF VENTILATION ISOLATION DURING AN EMERGENCY	REV. 5	02/98	Informational
EAP-30	EMERGENCY TERMINATION AND TRANSITION TO RECOVERY*	REV. 0	12/98	Informational
EAP-31	RECOVERY MANAGER*	REV. 0	12/98	Informational
EAP-32	RECOVERY SUPPORT GROUP*	REV. 2	02/00	Informational
EAP-33	DEVELOPMENT OF A RECOVERY ACTION PLAN*	REV. 0	12/98	Informational
EAP-34	ACCEPTANCE OF ENVIRONMENTAL SAMPLES AT THE EOF/EL DURING AN EMERGENCY	REV. 3	02/98	Informational
EAP-35	EOF TLD ISSUANCE DURING AN EMERGENCY	REV. 6	02/98	Informational
EAP-36	ENVIRONMENTAL LABORATORY USE DURING AN EMERGENCY	REV. 4	02/98	Informational
EAP-37	SECURITY OF THE EOF AND EL DURING DRILLS, EXERCISES AND ACTUAL EVENTS	REV. 5	02/98	Informational
EAP-39	DELETED (02/95)			
EAP-40	DELETED (02/98)			
EAP-41	DELETED (12/85)			
EAP-42	OBTAINING METEOROLOGICAL DATA	REV. 13	04/99	Informational
EAP-43	EMERGENCY FACILITIES LONG TERM STAFFING	REV. 48	04/00	Informational
EAP-44	CORE DAMAGE ESTIMATION	REV. 4	02/98	Informational
EAP-45	EMERGENCY RESPONSE DATA SYSTEM (ERDS) CONFIGURATION CONTROL PROGRAM	REV. 5	02/98	Informational
SAP-1	MAINTAINING EMERGENCY PREPAREDNESS	REV. 15	02/00	Informational
SAP-2	EMERGENCY EQUIPMENT INVENTORY	REV. 29	03/00	Reference
SAP-3	EMERGENCY COMMUNICATIONS TESTING	REV. 68	05/00	Reference

EMERGENCY PLAN IMPLEMENTING PROCEDURES/VOLUME 3
UPDATE LIST

Date of Issue: May 16, 2000

Procedure Number	Procedure Title	Revision Number	Date of Last Review	Use of Procedure
SAP-4	NYS/OSWEGO COUNTY EMERGENCY PREPAREDNESS PHOTO IDENTIFICATION CARDS	REV. 8	03/00	Informational
SAP-5	DELETED (3/98)			
SAP-6	DRILL/EXERCISE CONDUCT	REV. 15	02/00	Informational
SAP-7	MONTHLY SURVEILLANCE PROCEDURE FOR ON-CALL EMPLOYEES	REV. 34	02/98	Informational
SAP-8	PROMPT NOTIFICATION SYSTEM FAILURE/SIREN SYSTEM FALSE ACTIVATION	REV. 10	02/98	Informational
SAP-9	DELETED (02/94)			
SAP-10	METEOROLOGICAL MONITORING SYSTEM SURVEILLANCE	REV. 8	03/00	Informational
SAP-11	EOF DOCUMENT CONTROL	REV. 9	07/99	Informational
SAP-13	EOF SECURITY AND FIRE ALARM SYSTEMS DURING NORMAL OPERATIONS	REV. 3	03/98	Informational
SAP-14	DELETED (02/95)			
SAP-15	DELETED (11/92)			
SAP-16	UTILIZING EPIC IDT TERMINALS FROM DESTINY SYSTEM	REV. 3	02/98	Informational
SAP-17	EMERGENCY RESPONSE DATA SYSTEM (ERDS) QUARTERLY TESTING	REV. 6	02/98	Continuous
SAP-19	SEVERE WEATHER	REV. 3	03/98	Informational
SAP-20	EMERGENCY PLAN ASSIGNMENTS	REV. 17	06/99	Informational
SAP-21	PLACEMENT, TESTING AND OPERATION OF WIRELESS TELEPHONE EQUIPMENT IN PLANT ENVIRONS	REV. 2	10/98	Informational
SAP-22	EMERGENCY PLANNING PROGRAM SELF ASSESSMENT	REV. 1	10/98	Informational

REVISION SUMMARY SHEET

REV. NO.

- 68
 - Deleted NYS Division of State Police (Alternate State Warning Point) from Attachment 1, page 7 and Attachment 2, page 12. Phone was removed by SEMO, who is now providing coverage 24 hours a day; 7 days a week.
 - Area code for U.S. Dept. of Energy RAP/IRAP was changed from 516 to 613.
 - The phone number for the SUNY Health Science Center Emergency Room has been added.
 - Dr. G. Connock (RSO) is the new contact for American Nuclear Insurers.
- 67
 - Quarterly update of Emergency Response Organization.
- 66
 - Quarterly update of Emergency Response Organization.
- 65
 - Quarterly update of Emergency Response Organization.
 - Phone number change to NYS Bureau of Env. Radiation Control. Changed from 518-458-6461 to 518-402-7550.
- 64
 - Reformatted/reorganized attachments for better use on surveys.
 - Corrected phone # on attachment 2.
 - Quarterly update of Emergency Response Organization.
- 63
 - Quarterly update of Emergency Response Organization.
- 62
 - Quarterly update of Emergency Response Organization.
- 61
 - Quarterly update of Emergency Response Organization.
- 60
 - In section 4.6 - changed "Assistant EPC," to "designee" on page 5.

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1.0 PURPOSE

The purpose of this procedure is to provide instructions for testing emergency communications systems and checking and updating the telephone number list. This procedure also provides a mechanism for determining if an organization has changed key personnel.

2.0 REFERENCES

2.1 Performance References

2.1.1 EAP-1.1, OFFSITE NOTIFICATIONS*

2.2 Developmental References

2.2.1 NUREG-0654, Criteria for the Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants.

3.0 INITIATING EVENTS

None

4.0 PROCEDURE

- 4.1 Communication checks shall be performed by an individual assigned by the Radiological and Environmental Services Manager, except for the listing sent out under Attachment 4.
- 4.2 Communication checks shall be performed using the appropriate checklist(s) at the frequencies shown below:
- 4.2.1 Monthly - Attachment 1, Monthly Emergency Communication Checklist
 - 4.2.2 Quarterly- Attachment 2, Quarterly Emergency Communications Checklist
- 4.3 As part of the Quarterly Communication Check:
- A. Personnel listed will be verified as being the responsible individual in their organization. Changes in such personnel shall be noted so that an updated communications checklist and a revision to EAP-1.1 and EAP-17 can be prepared.
 - B. JAFNPP Emergency Personnel listed on Attachment 5 will be contacted via Attachment 4 to verify phone numbers.
- 4.4 Problems encountered during communication checks should be noted in the remarks section.
- 4.5 Consult EAP-1.1, OFFSITE NOTIFICATIONS*, for guidance for the use of communications system.
- 4.6 The individual performing the communication checks shall forward the completed checklists to the Emergency Planning Coordinator (EPC), or designee, who shall take appropriate action.

4.7 **ATTACHMENTS**

1. MONTHLY EMERGENCY COMMUNICATIONS CHECKLIST
2. QUARTERLY EMERGENCY COMMUNICATIONS CHECKLIST
3. EMERGENCY COMMUNICATIONS CHECKLIST INSTRUCTIONS
4. DEPARTMENT MANAGERS MEMO FOR QUARTERLY EMERGENCY COMMUNICATIONS SURVEILLANCE
5. SIGN IN SHEET QUARTERLY EMERGENCY COMMUNICATIONS CHECKLIST

MONTHLY EMERGENCY COMMUNICATIONS CHECKLIST

1. Land-Line Communications

	Location	Telephone #	SAT (√)	Verified by Initial / Date
a.	Oswego County E-911 Center	911		
b.	NYS Warning Point	518-457-2200		
c.	Alt. NYS Warning Point	518-457-6811		
d.	EOF Main Number	315-593-5700		
e.	JAF Control Room	315-349-6666		
f.	Security (SAS)	Plant Ext-3456		

2. NYS Radiological Emergency Communication System (RECS) Hotline

For EOF only, check the area used: (test different drop periodically)

Main. Area Communicator _____ County Room and State _____

<u>CR</u> DATE	<u>TSC</u> DATE	<u>EOF</u> DATE	SEQUENCE OF RECS ROLL CALL FOR JAFNPP	VERIFIED BY INITIAL
			Nine Mile Point Unit 1 Control Room	
			Nine Mile Point Unit 2 Control Room	
			Oswego County Warning Point	
			Oswego County EOC	
			NYS Warning Point (SEMO)	

MESSAGE CONTENT FOR RECS LINE TEST INITIATED BY JAF

1. Press A then * to activate all call.)
2. "This is a Test. This is a test. This is the James A. FitzPatrick Nuclear Power Plant _____ (state location - Control Room, Technical Support Center, Emergency Operations Facility). Standby for Roll Call . This is a Test"
3. (Call Roll in Accordance with 2 above)
4. Upon hearing their station name called during roll call, the stations will confirm operability by answering.
5. After completing roll call, recall all stations not answering by saying "JAF (State Location) recalling (Name of Station Not Answering)".
6. Sign off by saying "This has been a test from the James A. FitzPatrick (State Location), (Time), and (Date)".

MONTHLY EMERGENCY COMMUNICATIONS CHECKLIST

3. NRC Emergency Telecommunications System (ETS)

(Note: See Attachment 3 for ETS Testing Guidance)

Control Room

Phone	Phone No.	Location	Outgoing SAT (✓)	Incoming SAT (✓)	Verified by Initial / Date
ENS ¹	700-371-5321	SM Office			

¹This phone must be checked at the same time as the TSC ENS phone.

TSC

Phone	Phone No.	Location	Outgoing SAT (✓)	Incoming SAT (✓)	Verified by Initial / Date
ENS ²	700-371-5321	ED Desk			
HPN	700-371-6773	RSC Desk			
HPN	700-371-6773	NRC Office			
RSCL	700-371-5319	NRC Office			
PMCL	700-371-5322	NRC Office			
ERDS	700-371-6270	Aux Compuer Room			

²This phone must be checked at the same time as the CR ENS phone.

EOF

Phone	Phone No.	Location	Outgoing SAT (✓)	Incoming SAT (✓)	Verified by Initial / Date
ENS	700-371-0064	Main Area – Communicator Desk			
ENS	700-371-0064	Comm. Room			
HPN	700-371-6299	Dose Assessment Room - Communicator			
RSCL	700-371-0063	NRC Office Area			
PMCL	700-371-0062	NRC Office Area			
PMCL	700-371-0062	Main Area – Protective Measures Coordinator			
MC	700-371-0060	NRC Office Area			
MCL	700-371-0060	Main Area – Protective Measures Coordinator			
LAN	700-371-0061	NRC Office Area			
RSCL	700-371-0063	Main Room – Reactor Safety Coordinator			

MONTHLY EMERGENCY COMMUNICATIONS CHECKLIST

4. Dedicated Lines (Hotlines)

Communications Link Utilized	SAT (√)	Verified by Initial / Date
a. TSC/CR/EOF/OSC #63 PLNA-35125		
b. TSC-WPO #63 PL-10793		
c. TSC-OSC #63 PL-18382		
d. TSC-AOSC #63 PL-16960		
e. TSC-EOF #63 PLNA-28775		

5. Radio Communications

Communications Link Utilized	SAT (√)	Verified by Initial / Date
a. TSC		
1. JAF Radio (KKD 650):		
w/Security		
w/Vehicle Radios	EP1 _____ EP2 _____ RES3 _____ OS3 _____	
w/EOF Radiological Channel		
b. Control Room		
1. Security Radio:		
w/UHF EOF Consoles		
w/Security		
w/Vehicle Radios	EP1 _____ EP2 _____ RES3 _____ OS3 _____	
w/EOF Radiological Channel		

5. Radio Communications (Cont.)

Communications Link Utilized	SAT (√)	Verified by Initial / Date
c. EOF		
1. T-1617 #1 _____ Console #2 _____ Dose Assessment Rm _____ (Check area used)		
w/TSC Radiological Channel		
w/Vehicle Radios	EP1 _____ EP2 _____ RES3 _____ OS3 _____	
1. Comm Room 1 / 2 _____ Main Area _____ Dose Assessment Rm _____ (Check area used – Alternate periodically)		
UHF Console 1: w/EOF Consoles (check all channels)		
UHF Console 2: w/EOF Consoles (check all channels)		
3. Security Console w/Plant Security		

MONTHLY EMERGENCY COMMUNICATIONS CHECKLIST

6. Cellular and Satellite Telephones

<u>Check SAT (√)</u>	<u>Verified by Initial / Date</u>
EP1 _____ EP2 _____ RES3 _____ OS3 _____	
Control Room _____ ;	
TSC _____ ; _____ ; _____ ;	
TSC Satellite _____ ;	
OSC _____ ;	

REMARKS

Performed By _____ Date _____

Emergency Planning Coordinator Date _____

QUARTERLY EMERGENCY COMMUNICATIONS CHECKLIST

<u>Agency/Individual</u>	<u>Phone #</u>	<u>SAT (√)</u>	<u>Verified By Init/Date</u>
Coast Guard-Buffalo Search & Rescue	(716)843-9500	_____	_____
Operations Center	(716)843-9525	_____	_____
Coast Guard-Oswego Officer in Charge	(315)343-1551	_____	_____
WPO Nuclear Generation Dial: 7243, then follow instructions; seven digit ext: 7183889; wait for tone(s), enter call-back number followed by "#" button, wait for busy signal, then hang up		_____	_____
ECC Marcy	(315)797-8271	_____	_____
INPO Emergency Response	(800)321-0614	_____	_____
NMPNS #1 Control Room	(315)349-2478	_____	_____
NMPNS #2 Control Room	(315)349-2170	_____	_____
NRC EOC	(301)816-5100	_____	_____
	(301)951-0550	_____	_____
NRC Resident Office	(315)342-4907	_____	_____
R. Rasmussen (home)	(315)635-6949	_____	_____
R. Skokowski (home)	(315)342-8595	_____	_____
New York State Emergency Management Office			
James Baranski	(518)457-8909	_____	_____
Oswego County EOC	(315)591-9150	_____	_____
1. Oswego County E-911 Center (Warning Point)	911	_____	_____
2. Oswego County Sheriff's Dept.	911	_____	_____
3. Scriba Volunteer Fire Department	911	_____	_____
4. Chief, J. Borden	(315)343-2161	_____	_____

QUARTERLY EMERGENCY COMMUNICATIONS CHECKLIST

<u>Agency/Individual</u>	<u>Phone #</u>	<u>SAT (✓)</u>	<u>Verified By Init/Date</u>
NYS Bureau of Env. Radiation Control - Dr. Karim Rimawi	(518)402-7550	_____	_____
General Electric BWR Emergency Support	(408)971-1038	_____	_____
U.S. Dept. of Energy RAP/IRAP; Police Headquarters for Brookhaven National Labs	(631)344-2200	_____	_____
Radiation Management Consult 24-hr emergency	(215)824-1300 (215)243-2990	_____	_____
The Energy Center	(315)342-4117	_____	_____
Dr. David O'Brien office	(315)343-4348	_____	_____
Dr. David O'Brien home	(315)343-2484	_____	_____
Oswego Hospital Emergency Room	(315)349-5522	_____	_____
Administrator - Corte Spencer	(315)349-5520	_____	_____
SUNY Health Science Center at Syracuse Emergency Room	(315)464-5611	_____	_____
Rad. Services Office	(315)464-6510	_____	_____
Dr. G. Connock (RSO)		_____	_____
American Nuclear Insurers	(860)561-3433 (Option 9)	_____	_____
NYS Warning Point (State Emergency Management Office)	(518)457-2200	_____	_____

QUARTERLY EMERGENCY COMMUNICATIONS CHECKLIST

Phone # Changes Required:

Phone # Changes Required:

Attach completed SAP-3, Attachment 5 forms to this checklist.

Emergency Planning Coordinator

Date

Attachment 3

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EMERGENCY COMMUNICATIONS CHECKLIST INSTRUCTIONS

1. RADIO CHECK OPERATING GUIDANCE
 - A. TSC-T1617:
 1. TURN ON
 2. Press Channel 1 button
 3. Press NYPA P/L A button
 4. Contact Security for Radio Check
 5. Select Rad Channel (Channel 2 in TSC, Channel 1 AT EOF)
 6. Contact EOF, EP-1, EP-2, RES 3, and OS 3
 7. TURN OFF
 - B. TSC-UHF:
 1. TURN ON
 2. Press Station 1, Frequency 1
 3. Key Handset 2 Times
 4. Contact EOF
 5. Repeat Steps 2, 3, and 4 for Station 1 Freq 2,
 6. Station 2 Freq 1, and Station 2 Freq 2
 7. TURN OFF
 - C. CONTROL ROOM BASE:
 1. TURN ON
 2. Press Channel 1 (Top Button)
 3. Ensure No Bottom Buttons are Depressed
 4. Press NYPA P/L A Button
 5. Contact Security for Radio Check
 6. Select Radio Channel (#2 in Control Room #1 at EOF)
 7. Contact EOF
 8. Press Channel 3 Freq 1 (Corresponds to Station 1 Freq 1 at EOF)
 9. Key Microphone 2 times
 10. Contact EOF
 11. Repeat Steps 6, 7, and 8 for Channel 3 Freq 2 Station 1 Freq 2 at EOF
 12. Repeat Steps 6, 7, and 8 for Channel 4 Freq 1 Station 2 Freq 1 at EOF
 13. Repeat Steps 6, 7, and 8 for Channel 4 Freq 2 Station 2 Freq 2 at EOF
 14. TURN OFF

EMERGENCY COMMUNICATIONS CHECKLIST INSTRUCTIONS3. TEST PROCEDURES FOR THE NRC EMERGENCY TELECOMMUNICATIONS SYSTEM (ETS)

1. Description

The ETS is a separate and distinct system from the public switched network (NY Telephone, Alltel, etc.). It is part of the Federal Telecommunications System (FTS) 2000 network which provides a separate government network for all essential communications functions.

2. Requirements

Emergency Notification System (ENS) - The Control Room extension tested daily by Operations personnel. However, monthly test shall also be conducted from all locations (Control Room, TSC, EOF) in accordance with section 4 below.

Health Physics Network (HPN) - All bridged extensions shall be tested monthly in accordance with section 4 below.

Emergency Response Data System (ERDS) - This line is located in the TSC (MMRAS Room) and shall be tested monthly in accordance with section 4 below.

Other ETS lines shall be tested monthly per section 4 below.

3. Instructions for operating ETS phones

Lift the receiver on the telephone instrument and listen for dial tone. After receiving dial tone, dial the desired ten (10) digit number.

4. Instructions for monthly testing all ETS lines

All ETS lines and bridged extension shall be tested each month for both incoming and outgoing calls.

DO NOT call the NRC Operations Center when testing these phones. Each phone shall be tested by placing and receiving a call to/from any other on site ETS phone.

Attachment 4

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DEPARTMENT MANAGERS MEMO FOR QUARTERLY EMERGENCY COMMUNICATIONS
SURVEILLANCE

TO: DEPARTMENT MANAGERS
FROM: EMERGENCY PLANNING COORDINATOR
SUBJECT: QUARTERLY EMERGENCY PLANNING COMMUNICATIONS SURVEILLANCE

Please have the individuals from your department listed on the Quarterly Emergency Communications Checklist verify whether their name and home phone number is correct. If the name and/or home phone number listed is correct, a check (✓) should be placed in the column entitled "Name/No. OK." If the name and/or home phone number listed is incorrect, please indicate the corrections. Initial and date in the appropriate column.

Also, indicate in the "EP Green Card YES/NO" column whether the individual has a green Oswego County Office of Emergency Preparedness Card. If the individual has a card, write yes in the column. If the individual does not have a card, write no in the column and contact the badging office to obtain a green card.

Please return the completed checklist to the Emergency Planning Department within one week from the above date.