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PROCEDURE NUMBER: EI-4.2

TITLE: OPERATIONAL SUPPORT CENTER ACTIVATION

TRANSMITTAL: LISTED BELOW ARE NEW/REVISED PROCEDURES WHICH MUST BE IMMEDIATELY INSERTED INTO OR DISCARDED FROM YOUR PROCEDURE MANUAL.

Action Required	Section or Description
REMOVE AND DESTROY	EI-4.2, R/14, COVERSHEET AND DOCUMENT PAGES 5-10
REPLACE WITH	EI-4.2, R/14, COVERSHEET AND DOCUMENT PAGES 5-10 EDITORIAL

SIGN, DATE, AND RETURN THE ACKNOWLEDGEMENT FORM WITHIN 10 DAYS TO THE PALISADES PLANT DOCUMENT CONTROL.

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**PALISADES NUCLEAR PLANT**  
**EMERGENCY IMPLEMENTING PROCEDURE**

**TITLE: OPERATIONAL SUPPORT CENTER ACTIVATION**

JP Buene / 6/2/00  
Procedure Sponsor Date

NKBrott / 4/2/98  
Technical Reviewer Date

DAWatkins / 4/6/98  
User Reviewer Date

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- g. Ensure all mandatory actions and Plant priorities are communicated to the OSC staff.
- h. Assume responsibility for Auxiliary Operators (AOs) after the OSC is declared operational and the Shift Supervisor has released them to the OSC.
- i. Shall ensure prejob briefings are conducted using Attachment 8, "Operational Support Center Response Team Checklist," for all teams leaving the OSC except HP teams that use Emergency Implementing Procedures EI-8, "Onsite Radiological Monitoring," and EI-9, "Offsite Radiological Monitoring." | e

**5.3.2 Maintenance Supervisor**

The Maintenance staff may include an I&C Supervisor, Electrical Maintenance Supervisor, and a Mechanical Maintenance Supervisor. Maintenance Supervisors should:

- a. Assist the OSC Director in accountability and activation of the OSC.
- b. Organize and direct the appropriate emergency maintenance teams as per the TSC and OSC Director.
- c. Ensure that all emergency maintenance teams report to the HP Supervisor for a prejob briefing.
- d. If needed, direct I&C Technicians to adjust master PA volume potentiometer in the telephone room (3rd floor Administration Building) with SED approval.

**5.3.3 Health Physics Supervisor**

The HP Supervisor shall:

- a. Assist the OSC Director in accountability, activation, and subsequent functions of the OSC, as needed.
- b. Ensure HP prejob briefings and debriefing of returning work teams are conducted.

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**NOTE:** Quick dispatch of Search and Rescue Teams is vital in case missing persons need medical assistance.

- c. Organize and direct Search and Rescue teams in accordance with Emergency Implementing Procedure EI-12.3, "Search and Rescue Team Responsibilities," as directed by the TSC.
- d. Organize and direct onsite monitoring teams in accordance with Emergency Implementing Procedure EI-8, "Onsite Radiological Monitoring," as directed by the TSC.
- e. Organize and direct first aid teams in accordance with Emergency Implementing Procedure EI-14, "Medical Care/Treatment of Contaminated, Injured Personnel." If offsite medical assistance is needed in an Alert or above, request through the TSC HP Support Group that the TSC Communicator make the appropriate calls.
- f. Organize and direct offsite monitoring teams, prior to EOF activation in accordance with Emergency Implementing Procedure EI-9, "Offsite Radiological Monitoring," as directed by the TSC. Upon EOF activation, establish EOF radio contact with the teams and ensure the following information is relayed to HP Support Group (as applicable):
  - 1. Number of teams.
  - 2. Team members, identified.
  - 3. Team(s) location.
  - 4. Pertinent surveys, results.
  - 5. Pertinent samples taken, results.
  - 6. Team(s) dose records.
  - 7. Meteorological data.
- g. Supervise dosimetry and equipment control.
- h. Perform Dose Limit Assessments (reference Emergency Implementing Procedure EI-2.1, "Site Emergency Director").

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- i. Provide HP support for Chemistry/Maintenance/Operations teams.
- j. Ensure HP status boards are updated.
- k. Direct the Security teams on radiologically acceptable routes onsite.

**5.3.4 Chemistry Supervisor**

The Chemistry Supervisor shall:

- a. Assist the OSC Director in accountability, activation, and subsequent functions of the OSC, as needed.
- b. Organize and direct the post accident sampling and analysis teams in accordance with Emergency Implementing Procedure EI-7, "Emergency Post Accident Sampling Decision Process," as directed by the TSC.
- c. Organize and direct onsite analysis of samples on the Multi-Channel Analyzer (MCA); coordinating with the HP Supervisor in prioritizing sample counting.

**5.3.5 OSC/TSC Communicators (Maintenance and Health Physics)**

The Communicators shall:

- a. Setup and test communications using telephones/sound-powered phone contained in the OSC Emergency Kit.
- b. Establish communication with TSC counterpart.
- c. Document incoming requests on Attachment 6, "Operational Support Center Request Form," as appropriate.

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- d. The OSC/TSC Maintenance Communicator should:
  - 1. Maintain the OSC status board which lists emergency priorities and equipment out of service.
  - 2. Periodically validate that the emergency priorities listed in the TSC and OSC are in agreement.
  - 3. Advise TSC Eng/Maintenance of available maintenance resources from the OSC Resources status board.
- e. The OSC/TSC Health Physics Communicator should:
  - 1. Obtain meteorological data from the TSC.
  - 2. Maintain offsite and onsite team information.
  - 3. Advise TSC HP of changes made in the OSC Response Team status board.
  - 4. Advise TSC HP of available OSC HP resources from the OSC Resources status board.

**5.3.6 Technical Information Facilitator (TIF)**

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- a. Maintain the Sequence of Events board for the Operational Support Center (OSC), and use Attachment 9, "Sequence of Events Form," as needed.
  - b. Remain on the dedicated group line until relieved by another qualified individual.
  - c. Assist the OSC Director in maintaining communications with the TSC, Control Room, and EOF.
  - d. Assist the OSC Director with dispatching AOs from the OSC.
  - e. Discuss OSC priorities with the other facility TIFs and notify OSC leadership of impending conflicts.
  - f. Notify OSC leadership of important and/or emergency developments.

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**5.3.7 Radio Communicator**

The Radio Communicator shall:

- a. Setup and test radio communications, using hand-held battery powered radios and mobile radios contained in the OSC Emergency Kit.
- b. Relay messages to and from the onsite and offsite monitoring teams via hand-held/mobile radio, or other available means. Upon EOF activation, assist the EOF Radio Communicator in turnover of the offsite monitoring teams to the EOF HP Support Team.
- c. Ensure efficient and timely information flow and documentation of messages by documenting incoming information from onsite/offsite teams for OSC HP Supervisor review and disposition.
- d. Ensure the 10-mile EPZ map is updated with radiological data from Offsite Monitoring Teams.

**5.3.8 Emergency Maintenance Teams**

Emergency Maintenance Teams should:

- a. Attend prejob briefing(s) prior to performing emergency maintenance.
- b. Perform permanent or temporary emergency repairs as directed by the OSC Maintenance Supervisors.
- c. Report back to HP Supervisor on return to OSC for debriefing.
- d. Follow guidelines of Attachment 8, "Operational Support Center Response Team Checklist," for implementation and task completion.

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**5.3.9 Chemistry Technicians**

Chemistry Technicians shall:

- a. Assist in initial physical arrangement of the OSC facility per Section 5.2.2 of this procedure.
- b. Perform post accident sampling and analysis in accordance with Emergency Implementing Procedure EI-7, "Emergency Post Accident Sampling Decision Process."
- c. Perform onsite analysis of samples on the Multi-Channel Analyzer (MCA).

**5.3.10 Health Physics Technicians**

HP Technicians shall:

- a. Transport available survey instruments, air samplers, and other appropriate equipment to the OSC.
- b. Assist in physical activation and equipment setup of the OSC per Attachment 1.
- c. Perform onsite monitoring in accordance with Emergency Implementing Procedure EI-8, "Onsite Radiological Monitoring."
- d. Perform offsite monitoring in accordance with Emergency Implementing Procedure EI-9, "Offsite Radiological Monitoring."
- e. Perform search and rescue, first aid in accordance with Emergency Implementing Procedures EI-12.3, "Search and Rescue Team Responsibilities," and EI-14, "Medical Care/Treatment of Contaminated, Injured Personnel."
- f. Upon return to the OSC, ensure that status boards, OSC-4, "Monitoring Team Data," and OSC-6, "Onsite Monitoring Board (Habitability Areas)," are updated.