50-255

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TRANSMITAL NUMBER: **155511**

PROCEDURE NUMBER: EI-15.2
TITLE: COMMUNICATIONS TESTS

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-15.2, R/7, ENTIRE PROCEDURE
REPLACE WITH	EI-15.2, R/7, ENTIRE PROCEDURE
	EDITORIAL

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

SIGNATURE OR INITIALS _____ DATE _____

A045

NRR-037

Procedure No EI-15.2
Revision 7
Issued Date 6/21/00

PALISADES NUCLEAR PLANT
EMERGENCY IMPLEMENTING PROCEDURE

TITLE: COMMUNICATIONS TESTS

JRBrunet / 6/20/00
Procedure Sponsor Date

BATaylor / 1/6/00
Technical Reviewer Date

/
User Reviewer Date

TITLE: COMMUNICATIONS TESTS

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ATTACHMENTS

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Attachment 2, "Quarterly Communications Test Telephone Number Verifications"
Attachment 3, "Quarterly Communications Test Telephone Operability Verification"
Attachment 4, "Quarterly Communications Test Sound Powered Phones"
Attachment 5, "Annual Communications Test Telephone Number Verifications"

TITLE: COMMUNICATIONS TESTS

USER ALERT
INFORMATION USE PROCEDURE

The activities covered by this procedure may be performed from memory.

1.0 PERSONNEL RESPONSIBILITY

1.1 Emergency Planning shall ensure that monthly and quarterly communication tests are conducted.

1.2 The Chemistry and Radiological Services Department shall have overall onsite control of the Emergency Planning radio system. They will ensure that radio testing/monitoring is performed monthly and report problems/equipment failures to Radio Systems Engineering (Jackson) for repair. The C&RS PWS/ADMIN shall complete Attachment 1 to WI-RSD-T-001 and send it to Engineering Records Center (ERC) after review/approval.

2.0 PURPOSE

The purpose of this procedure is to ensure that the Emergency Communications System is functional and that emergency response telephone numbers are correct. Portions of these tests are required specifically by 10CFR50, Appendix E, and Section 8 of the Site Emergency Plan.

3.0 REFERENCES

3.1 SOURCE DOCUMENTS

3.1.1 Site Emergency Plan Section 8, "Maintaining Emergency Preparedness"

3.1.2 NUREG 0654

TITLE: COMMUNICATIONS TESTS

3.2 **REFERENCE DOCUMENTS**

3.2.1 10CFR50, Appendix E, Section for Emergency Notification System (NRC-ENS)

3.2.2 Emergency Implementing Procedure EI-1, "Emergency Classification and Actions"

3.2.3 Emergency Implementing Procedure EI-3, "Communications and Notifications"

3.2.4 Emergency Implementing Procedure EI-4.1, "Technical Support Center Activation"

3.2.5 Emergency Implementing Procedure EI-4.2, "Operational Support Center Activities"

3.2.6 Emergency Implementing Procedure EI-4.3, "Emergency Operations Facility Activation"

3.2.7 Work Instruction WI-RSD-T-001

3.2.8 PPAC X-SEP006

3.2.9 PPAC X-SEP007

4.0 **INITIAL CONDITIONS AND/OR REQUIREMENTS**

4.1 This procedure fully meets the intent of 10CFR50, Appendix E. The specific communication links tested are the links that are used during operation of the Plant and during classified events.

TITLE: COMMUNICATIONS TESTS

5.0 PROCEDURE

USER ALERT
INFORMATION USE PROCEDURE

The activities covered by this procedure may be performed from memory.

NOTE: Changes made to telephone numbers in this procedure may impact other Emergency Implementing procedures. These include EI-1, "Emergency Classification and Actions"; EI-3, "Communications and Notifications"; EI-4.1, "Technical Support Center Activation"; EI-4.2, "Operational Support Center Activation"; EI-4.3, "Emergency Operations Facility."

5.1 Monthly: Occurring within a calendar month. From month to month, no sooner than 2 weeks (eg, if done on 6/20, then no sooner than 7/4).

5.1.1 The assigned person performs the designated monthly checks using Attachment 1, Monthly Communications Test. PPAC X-SEP007 calls up this activity.

5.1.2 The autodialers and FTS-2000 telephones shall be tested by dialing the appropriate number and transmitting a simulated message such as:

"This is the Palisades Nuclear Plant testing its emergency communications system. This message is to verify that the system is working."

5.1.3 The telephone number for the Michigan State Police Predisaster Services shall be tested by dialing the appropriate number from a commercial line in the Technical Support Center and informing the State of the number of the commercial line that this call is being made from.

5.1.4 System failures or incorrect telephone numbers should be noted in the comments section. Plant Nuclear Emergency Planning Coordinator or designate shall ensure corrective actions are taken.

TITLE: COMMUNICATIONS TESTS

5.2 Quarterly: Occurring within a calendar quarter (Jan-Mar; Apr-Jun; Jul-Sept; Oct-Dec). From quarter to quarter, no sooner than 60 days (eg, if done on 3/25, then no sooner than 5/25).

5.2.1 The assigned person performs the designated quarterly checks using Attachment 2, "Quarterly Communications Test Telephone Number Verifications," Attachment 3, "Quarterly Communications Test Telephone Operability Verification," and Attachment 4, "Quarterly Communication Test Sound Powered Phones." PPAC X-SEP006 calls up this activity

5.2.2 Attachment 2, "Telephone Number Verifications" shall be tested by dialing the appropriate number from a commercial line and transmitting a simulated message. (See Step 5.1.2)

5.2.3 Attachment 3, "Telephone Operability Verification" shall be performed by ensuring telephones are connected to appropriate jacks and testing for dial tone.

5.2.4 System failures or incorrect telephone numbers should be noted in the comments section. Corrections are made by the Plant Nuclear Emergency Planning Coordinator (EPC) or designate.

5.3 The purpose of the Annual Communications Test is to verify the accuracy of phone numbers that appear in Emergency Implementing Procedures.

5.3.1 The person performing the Annual Communications Test should use Attachment 5 of this procedure. PPAC X-SEP006 calls up this activity to be done during the fourth quarter of the year.

5.3.2 Incorrect phone numbers should be noted in the "Comments" section of Attachment 5.

5.3.3 Sponsors of procedures which contain incorrect phone numbers should be notified of incorrect numbers.

TITLE: COMMUNICATIONS TESTS

6.0 ATTACHMENTS AND RECORDS

6.1 ATTACHMENTS

6.1.1 Attachment 1, "Monthly Communications Test"

6.1.2 Attachment 2, "Quarterly Communications Test Telephone Number Verifications"

6.1.3 Attachment 3, "Quarterly Communications Test Telephone Operability Verification"

6.1.4 Attachment 4, "Quarterly Communications Test Sound Powered Phones"

6.1.5 Attachment 5, "Annual Communications Test Telephone Number Verifications"

6.2 RECORDS

Records generated by this procedure shall be filed in accordance with Palisades Administrative Procedure 10.46, "Plant Records." Refer to the record matrix attached to Admin 10.46 for information needed to complete Record Indexing Form (Form 104).

MONTHLY COMMUNICATIONS TEST

Month _____ Year _____

Location	Remarks	Equipment	Tested (✓)
Control Room	To Van Buren County	Autodialer	
Control Room	To Michigan State Police	Autodialer	
Control Room	NRC Emergency Notification System	FTS-2000 Telephone Line 700-371-0007 (ENS)	
Technical Support Center	NRC Emergency Notification System	FTS-2000 Telephone Lines 700-371-0003 (HPN)	
		700-371-0007 (ENS)	
		700-371-8914 (Protective Measures)	
		700-371-9640 (Reactor Safety)	
Technical Support Center - NRC Area	NRC Emergency Notification System	FTS-2000 Telephone Lines 700-371-0007 (ENS)	
		700-371-8914 (Protective Measures)	
		700-371-9640 (Reactor Safety)	
Technical Support Center	To Van Buren County	Autodialer	
Technical Support Center	To Michigan State Police	Autodialer	
Technical Support Center	To Michigan State Police Predisaster Services	(1)-517-333-5022	
Emergency Operations Facility	NRC Emergency Notification System	FTS-2000 Telephone Lines *700-371-0071 (Management Counterpart)	
		700-371-0072 (HPN)	
		700-371-0073 (Reactor Safety)	
		*700-371-0074 (Protective Measures)	
		700-371-0075 (ENS)	
Emergency Operations Facility	To Van Buren County	(1)-616-657-3101	
Emergency Operations Facility	To Michigan State Police	(1)-517-336-6250	

* Extension in Manor House bar area Location #47 and #48 (info only).

Comments: _____

Performed By: _____ Date: _____

Emergency Planning Review: _____ Date: _____

QUARTERLY COMMUNICATIONS TEST TELEPHONE NUMBER VERIFICATIONS

Organization	Responsibility	Telephone Number	Tested (✓)
Berrien Sheriff	County Response and EOC	616-983-7141	
Allegan Sheriff	County Response and EOC	616-673-3899	
Covert/Fire/Ambulance	Fire/Ambulance	616-764-1768	
South Haven Community Hospital	Medical	616-637-4169	
Lakeland Regional Health Systems, St Joseph	Medical	616-983-8262	
Medic 1 Ambulance	Ambulance	616-925-2141	
South Haven Ambulance	Ambulance	616-637-5151	
Michigan Dept of Environmental Quality, Radiological Protection Section	Protective Actions	517-335-8190	
South Haven Water Department	Protective Actions	616-637-0712 (day)	
		616-637-5151 (night)	
Karen Sein Ohn, MD	Medical	616-637-3528 or	
		616-637-1380	
Palisades Park	Protective Actions	616-764-8166 (Manager)	
		616-764-8237 (Maintenance)	
Van Buren Park Manager	Protective Actions	616-637-3013 (main-private)	
		616-637-2788 (backup)	
American Nuclear Insurers	Insurance	860-561-3433	
Nuclear Electric Insurance Limited	Insurance	302-888-3000	
Federal Aviation Admin (Operations Center)	Protective Actions	847-294-8400	
Public Affairs	Public Affairs Response	616-764-8931 (day)	
		616-637-5170 (night)	
Dept of Energy	Federal Response	630-252-4800	

QUARTERLY COMMUNICATIONS TEST
TELEPHONE NUMBER VERIFICATIONS

Organization	Responsibility	Telephone Number	Tested (✓)
Coast Guard St Joseph Grand Haven	Federal Response	616-983-1371/616-983-6114	
	Federal Response	616-850-2500	
National Weather Service - Grand Rapids	Protective Actions	616-949-0640	
National Earthquake Information Center	Protective Actions	303-273-8500	
Michigan State Police South Haven	State Response	616-637-2125	
Indiana State Emergency Management Agency (SEMA)	State Response, Ind State Police, ask for Civil Defense Duty	1-800-669-7362	
		317-233-6115	
		317-233-3787 (FAX)	
Consumers Energy	Meet-Me-Conference Line *	1-517-788-2161 1-517-788-1970	
Institute of Nuclear Power Operations		1-800-321-0614 770-644-8549 (FAX) 770-644-8567 (FAX)	

Comments: _____

Performed By: _____ Date: _____

Emergency Planning Review: _____ Date: _____

950/22*06*03/5 Yrs

* This test should be done from your desk. It takes two (2) people to accomplish this test. The first person initiates the call from a Consumers Energy phone line dialing 7-788-2161 and the second person also calls 7-788-2161 (if calling from a Consumers Energy phone line). The phone will keep ringing until the second person places their phone call. This will activate the conference line. Do the same with 7-788-1970. If the second person calls from an outside line, they must dial 1-517-788-2161 and/or 1-517-788-1970.

QUARTERLY COMMUNICATIONS TEST
TELEPHONE OPERABILITY VERIFICATION

EOF LOCATION	EOF TELEPHONE # COMMERCIAL	PLANT EXT	TEST
#1	(616) 637-6608 (Director)	2324	
#2	(616) 637-6615 (Director)	2381	
#3	Hot Line, EOF Director to SED in TSC* and Control Room		
#4	(616) 637-7240 (NRC Management)		
#5	(616) 637-6028 (HP Table)		
#7	(616) 637-7397 (HP Table)		
#8	(HP Table)	2385	
#9	(616) 637-6695 (HP Table)		
#10	(HP Table)	2384	
#11	(616) 637-6114 (HP Table)		
#12	(616) 637-7012 (C1) Dose Comp		
#13	(616) 637-7398 (C2) Dose Comp		
#14	(616) 637-7321 (C3) Dose Comp		
#15	(616) 637-6647 (Eng Table)		
#16	(Eng Table)	2386	
#17	(616) 637-7306 (Eng Table)		
#18	(Eng Table)	2369	
#19	(616) 637-5969 (Eng Table)		
#21	(616) 637-7060 (Eng Table)		
#22	(Eng Table)	2382	
#23	(616) 637-7308 (Eng Table)		
#24	(Comm Table)	2398	
#25	(616) 764-1285 (Comm Table)		
#27	(616) 637-4106 (Comm Table)		
#28	Hot Line, EOF Communication to Comm TSC*		

1e

QUARTERLY COMMUNICATIONS TEST
TELEPHONE OPERABILITY VERIFICATION

EOF LOCATION	EOF TELEPHONE # COMMERCIAL	PLANT EXT	TEST
#29	(616) 637-7307 Admin Table		
#30	(616) 637-6188 Public Affairs		
#31	(616) 637-6787 Public Affairs		
#32	(616) 637-6235 Public Affairs		
#33	(616) 637-3955 Public Affairs		
#34	(616) 637-3944 Security	2478	
#35	(616) 637-1951 Emerg Plan		
#36**	(616) 458-7815 (fax on table)		
#37**	(616) 458-8078 (fax on table)		
#38	(616) 637-7309 Admin Support		
#40	(616) 637-2407 Logistics	2404	
#41***	(616) 637-6615 (EOF Director/ext)	2381	
#42***	(616) 637-5969 (Eng)		
#43***	(616) 637-7240 (NRC Management)		
#44***	(616) 637-5969 (Eng)		
#45***	(616) 637-7240 (NRC Management)		
#46***	(616) 637-6787 (Public Affairs)		
#47***	(700) 371-0074 (Protective Measures)		
#48***	(700) 371-0071 (Management Counterpart)		
#49***	(616) 637-5528 (Open line)		
#50***	(616) 637-7264 (Open line)		
#51***	(616) 637-7060 (Eng)		
#52***	(616) 637-6114 (HP)		
#53	(616) 637-6574 (TIF Table)		
#54	TIF	2383	

**Phone storage location no longer applicable.
*** Using EI-4.3, Attachment 8.1, Pg 4 of 4, check lines in the Manor House for dial tone.

QUARTERLY COMMUNICATIONS TEST
TELEPHONE OPERABILITY VERIFICATION

LOCATION	COMMERCIAL TELEPHONE #	PLANT EXT #	TEST
Control Room	Ring down line to SED and EOF Director*		
TSC #1	OPs Table (Rx Eng)	2282	
TSC #2	764-1445 (OPs Table)		
TSC #3	OPs Table (Chem)	2368	
TSC #4	OPs Table (OPs)	2370	
TSC #5	OPs Table (Chem)	2297	
TSC #6	OPs Table (OPs)	2287	
TSC #7	OPs Table (OPs)	2108	
TSC #8	SED Table	2472	
TSC #9	764-1222 (SED Table)		
TSC #10	Ring down line to EOF Director*		
TSC #11	764-1206 (SED Table)		
TSC #12	TIF (SED Table)	2192	
TSC #13	900 MHZ Cordless Phone (Eng/Maint)	2250	
TSC #14	Eng/Maint	2371	
TSC #15	Eng/Maint	2376	
TSC #16	Eng/Maint	2473	
TSC #17	Eng/Maint	2372	
TSC #18	Eng/Maint	2418	
TSC #19	764-8979 (Security/Public Affairs/Admin)	2354	
TSC #20	764-8235 (HP Table)		
TSC #22	Health Physics	2505	
TSC #23	Ring down line to OSC*		
TSC #24	Health Physics Table	2111	
TSC #25	Health Physics	2504	
TSC #26	Health Physics	2506	
TSC #27	764-8131 (fax)		
TSC #29	Communications	2441	
TSC #30	Communications Table	2236	
TSC #31	Ring down line to EOF Communication*		
TSC #32	764-8159 (fax)		
TSC #33	Communications Table	2008	
TSC #36	Communications Table	2538	

QUARTERLY COMMUNICATIONS TEST
TELEPHONE OPERABILITY VERIFICATION

LOCATION	COMMERCIAL TELEPHONE #	PLANT EXT #	TEST
TSC #37	764-8147 (Telecomputer)		
TSC #38	764-1729 (Telecomputer)		
TSC #39	764-8225 (Telecomputer)		
NRC Office Area #43	On Wall	4028	
SS Office #44		2783	
TSC #46	PPC Table	2274	
OSC	Chem Supv: Metal Box	2596	
OSC	HP Communicator	2409	
OSC	HP Communicator	2410	
OSC	General Use	2346	
OSC	Ring down line to TSC HP*		
OSC	OSC Director	2109	
OSC	TIF	2110	
OSC	Maint Communicator	2243	
OSC	Phone jack under wall phone X2346	764-8994	
OSC	Men's Locker Room	2600	
OSC	Men's Locker Room	2606	

* Requires two people to verify.

Comments: _____

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Performed By: _____ Date: _____

Emergency Planning Review: _____ Date: _____

QUARTERLY COMMUNICATIONS TEST
SOUND POWERED PHONES*

CIRCUIT	TEST
TSC Eng/Maint - OSC Maint Communicator	
HP Control Room Monitor - TSC HP (South and North Connections)	
Men's Locker Room - OSC Maint Communicator (Use Top Connection in OSC Lunchroom)	

* Two people needed to complete test.

Comments: _____

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Performed By: _____ Date: _____

Emergency Planning Review: _____ Date: _____

ANNUAL COMMUNICATIONS TEST
TELEPHONE NUMBER VERIFICATIONS

(See Section 5.3 of this procedure for directions)

Procedure Number	Page*	Item to be Verified	Telephone Number	Verified Y or N
EI-1	Attch 1, Pg 15 of 31	National Earthquake Center Denver, Colorado	1-303-273-8500	
EI-1	Attch 2, Pg 1	Emergency Actions/Notifications	See Procedure	
EI-3	Attch 2, Pg 1	Emergency Support Contact List	See Procedure	
EI-3	Attch 3, Pg 1/2	Emergency Response Facilities Phone List	See Procedure	
EI-4.1	Attch 2, Pg 2 of 5, e.	Autodialer	764-1285	
EI-4.1	Attch 2, Pg 4 of 5, Note	State Director	517-336-2699	
EI-4.1	Attch 2, Pg 5 of 5, Note	Autodialer	764-1285	
EI-4.1	Attch 4, Pg 1 of 3, a.	OSC Maintenance Communicator	2243	
EI-4.1	Attch 7, Pg 2 of 4, b.	Security	2299 2561 2278	
EI-4.2	Attch 9, Pg 1	OSC Director	Ext 2109	
EI-4.3	Attch 1, Pg 2, #2	State Director	(517) 336-2699	
EI-4.3	Attch 2, Pg 1, 4.a	TSC State Notification (Autodialer) State of Michigan, Alternate	764-1285 (517) 336-6198	
EI-4.3	Attch 2, Pg 2, 4.b	ENS/HPN Alternate	(301) 951-0550	
EI-4.3	Attch 2, Pg 2, 4.c	NRC, Region III	(630) 829-9500	
EI-4.3	Attch 2, Pg 3, #5	State Director	(517) 336-2699	
EI-4.3	Attch 2.1, Pg 1	Emergency Telephone Numbers	See Procedure	
EI-4.3	Attch 3, Pg 2, #3	Offsite Team Communication Cellular Telephones	(616) 921-5395 (616) 921-5396	
EI-4.3	Attch 9.1, Pg 1	Security Augmentation List	See Procedure	
EI-6.7	5.3.1	Palisades Met Tower Alternate Phone # Pal Met Tower	764-8288 764-8287	
EI-6.8	5.2.1	Grand Rapids Nat'l Weather Service	(616) 949-0640	
EI-6.8	Attch 1, Pg 5	WSI Customer Service	(978) 670-5052	
EI-8	Attch 7	Operational Support Center Phone List	See Procedure	
EI-9	Attch 6	Operational Support Center/Emergency Offsite Facility Phone List	See Procedure	
EI-12.1	4.5	Security/ Plant Extension	2359/2429	
EI-12.1	5.1.4	Security Fax Plant Extension	764-2599 x2299	
EI-12.1	5.2.6	Site Emergency Director Fax	764-8131	

ANNUAL COMMUNICATIONS TEST
TELEPHONE NUMBER VERIFICATIONS

(See Section 5.3 of this procedure for directions)

Procedure Number	Page*	Item to be Verified	Telephone Number	Verified Y or N
EI-13	6.1.c	Allegan Service Center, 1st Virtual Call Center, 2nd Fax	(517) 374-2301 1-800-382-0015 (517) 484-1516	
EI-13	6.1.e	Allegan Service Center After Activation After Activation Fax	(616) 673-0818 (616) 673-0801 (616) 673-0802 (616) 673-0850	
EI-13	Attch 4, Pg 2	EOF HP Support Group	(616) 637-6028	

***Verify page number information is accurate**

Comments: _____

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Performed By: _____ Date: _____

Emergency Planning Review: _____ Date: _____