

**CLINTON POWER STATION
NUCLEAR SUPPORT
Controlled Document Distribution List**

CPS EMERGENCY PLAN IMPLEMENTING PROCEDURES (EPIPS)

25.	SDC	V-130A	3.	BEOF	V-150
27.	RL	V-455	3A.	BEOF	V-150
56.	SDC/NRC OFFICE	V-130A	183.	JPIC	V-150
62.	RP OFFICE	T-31H	183A.	JPIC	V-150
64.	TSC	T-31B	183B.	JPIC	V-150
64A.	TSC	T-31B	493.	EOF	V-922
64B.	TSC	T-31B	493A.	EOF	V-922
68.	M. KACZOR	T-31Q	493B.	EOF	V-922
70.	D.L. SMITH	V-922	493C.	EOF	V-922
	c/o A. Oleson				
90.	MIKE KIEL	V-130G	493D.	EOF	V-922
110.	SUPV - CHEMISTRY	T-31C	493F.	EOF	V-922
113.	SUPERVISOR	V-995	493G.	EOF	V-922
	SECURITY		493H.	EOF	V-922
179.	OPS	T-31B			
202.	NTD/SIMULATOR	V-922			
202C.	SIMULATOR	V-922			
255B.	DOSIMETRY OFFICE	T-31H	76.	D. V. PICKETT	OS
262A.	MCR/HORSESHOE	T-31B	222/222A.	C. SANGSTER	OS
262C.	SHIFT SUPERVISOR	T-31B	223.	U.S. NRC	
262D.	REMOTE SHUTDOWN	T-31B		DOG CONTROL DESK	OS
273.	TRAINING REQUAL	V-922	225/225A.	IDNS (M. SINCLAIR)	OS
273A.	TRAINING REQUAL	V-922	234.	STATE EOC	OS
422.	INSTR - TRAINING	V-374A	235.	M. STRAIN	OS
467.	MEDICAL	V-374B		(DEWITT CO. ESDA)	
505.	W. L. YAROSZ	V-922	238.	M. SINCLAIR (IDNS)	OS
542.	CAS	T-31M	567.	J. FAIROW	OS
544.	SAS	T-31M		(RADIOLOGICAL EP MANAGER)	

*CLINTON POWER STATION
NUCLEAR SUPPORT DEPARTMENT/DOCUMENT CONTROL
Controlled Document Transmittal*

Transmittal No. 00ALS235 Transmittal Date 7/13/00 Sheet 1 of 1

Letter No. N/A Document Type CONTROLLED DOCUMENTS

REMOVE & DESTROY:

EPIP INDEX dated 6/22/00

AP-02 R/12

EC-01 Form 21 Page 2 of 2

NOTE: Read & destroy CAN cover page. Do not file in manual.

64F only:

NERM Index presently filed

INSERT:

Same; dated 7/11/00

Same; R/13

Same; noting ACN 1/1

Same; dated 7/6/00

Please acknowledge receipt of the attached documents and return this signed transmittal to DOCUMENT CONTROL, V-150. NOTE: Retain a copy of this transmittal for updating instructions, as needed.

Any questions regarding this transmittal should be forwarded to A. Shaffer, extension 3566.

Signature/Date

STATUS REPORT

NUMBER	EPIP TITLE	REVISION	DATE	ACN'S	ACN DATE
<u>ADMINISTRATIVE PROCEDURE (AP)</u>					
AP-01	ORGANIZATION & PREPARATION OF CONTROLLED DOCUMENTS	6	12/13/99	n/a	
AP-02	REVISIONS AND ADVANCE CHANGE NOTICES	13	07/07/00	n/a	
AP-03	EMERGENCY RECORDS RETENTION	4	01/12/96	5/1	02/03/99
AP-04	PREPARATION & CONDUCT OF EMERGENCY DRILLS & EXERCISES	5	08/03/99	n/a	
AP-05	EMERGENCY PREPAREDNESS TRAINING PROGRAM	8	08/03/99	n/a	
AP-06	REVIEW OF EMERGENCY PREPAREDNESS PROGRAM	5	12/20/99	6/1	04/14/00
AP-07	ALERT AND NOTIFICATION SYSTEM	7	06/19/00	n/a	
F-01	ANS Test Report	*	1	09/30/94	2/1 06/19/00
F-02	Siren Maintenance/Repairs Report	*	1	09/30/94	2/1 06/19/00
AP-09	EMERGENCY FACILITY AND EQUIPMENT CHECKS	6	05/18/00	n/a	
AP-10	EMERGENCY RESPONSE ORGANIZATION ASSIGNMENTS	8	01/24/00	n/a	

DOCUMENT CONTROL
JUL 13 2000
223
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CLINTON POWER STATION

* indicates safety screening not required

STATUS REPORT

NUMBER	EPIP TITLE		REVISION	DATE	ACN'S	ACN DATE
<u>EMERGENCY CONTROL (EC)</u>						
EC-01	CPS EMERGENCY RESPONSE ORGANIZATION & STAFFING	*	6	07/12/99	7/1	12/13/99
F-01	Interim Station Emergency Director	*	3	10/23/97	4/1	05/29/98
F-02	Station Emergency Director (SED)	*	3	04/21/99	4/1	07/27/99
F-03	SED Administrative Support	*	1	05/29/98	n/a	
F-04	TSC Administrative Supervisor	*	2	10/23/97	n/a	
F-05	Technical Assessment Supervisor	*	1	04/21/99	n/a	
F-06	Emergency Operations Supervisor	*	1	04/21/99	n/a	
F-07	TSC Radiological Supervisor	*	0	07/28/92	n/a	
F-08	OSC Supervisor	*	1	08/26/99	n/a	
F-09	Station Security Coordinator	*	0	07/28/92	n/a	
F-10	TSC Communicator	*	3	02/24/00	n/a	
F-11	TSC Records Management Coordinator	*	0	07/28/92	n/a	
F-12	TSC Electrical Engineer	*	1	04/21/99	n/a	
F-13	TSC Reactor Engineer	*	1	04/21/99	n/a	
F-14	TSC Chemist-Nuclear	*	2	04/21/99	n/a	
F-15	Operations Coordinator	*	1	04/21/99	n/a	
F-16	TSC Computer Operator	*	5	02/28/00	n/a	

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STATUS REPORT

NUMBER	EPIP TITLE	REVISION	DATE	ACN'S	ACN DATE
F-17	Radiological Engineering Specialist	* 1	11/23/93	n/a	
F-19	RP (TSC) Communicator	* 0	07/28/92	n/a	
F-20	Status Board Keepers	* 0	07/28/92	n/a	
F-21	Radiological Controls Supervisor	* 0	07/28/92	1/1	06/29/00
F-22	In-station Emergency Teams	* 0	07/28/92	n/a	
F-23	OSC Radiological Controls Coordinator	* 0	07/28/92	n/a	
F-24	Assistant OSC Radiological Controls Coordinator	* 0	07/28/92	n/a	
F-25	RP (OSC) Communicator	* 0	07/28/92	n/a	
F-26	Emergency Team Coordinator	* 1	10/18/93	n/a	
F-28	Emergency Manager	* 2	02/06/97	3/1	06/01/98
F-30	EOF Director	* 3	03/05/97	n/a	
F-31	Executive Administrative Support	* 1	06/01/98	n/a	
F-32	Licensing Advisor	* 0	07/28/92	n/a	
F-33	EOF Emergency Advisor	* 2	10/18/96	n/a	
F-34	EOF Technical Advisor	* 0	07/28/92	n/a	
F-36	Technical Information Liaison	* 1	01/22/97	n/a	
F-37	Emergency Action Level/Protective Action Evaluator *	* 0	07/28/92	n/a	
F-38	Security Supervisor	* 0	07/28/92	n/a	
F-39	Radiation Protection Supervisor	* 1	10/18/93	n/a	

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STATUS REPORT

NUMBER	EPIP TITLE	REVISION	DATE	ACN'S	ACN DATE
F-40	EOF Administrative Supervisor	* 1	12/10/93	2/1	01/10/00
F-41	EOF Engineering Supervisor	* 0	07/28/92	1/1	07/28/99
F-42	RP (EOF) Communicator	* 0	07/28/92	n/a	
F-43	Dose Assessment Supervisor	* 1	12/01/93	n/a	
F-44	Dose Assessor	* 0	07/28/92	n/a	
F-45	Field Team Coordinator	* 2	01/10/00	n/a	
F-46	Field Teams	* 0	07/28/92	n/a	
F-47	Radiological Controls Coordinator	* 1	11/23/93	n/a	
F-48	Environmental Lab Coordinator	* 1	11/23/93	2/1	03/25/99
F-49	EOF Monitor	* 0	07/28/92	n/a	
F-50	EOF Records Management Coordinator	* 0	07/28/92	n/a	
F-51	EOF Communicator	* 3	02/24/00	n/a	
F-52	Log Coordinator	* 0	07/28/92	n/a	
F-53	Copy Clerk	* 0	07/28/92	n/a	
F-54	TSC Emergency Advisor	* 0	07/28/92	n/a	
F-55	Procurement Coordinator	* 0	07/28/92	n/a	
F-56	Word Processor	* 0	07/28/92	n/a	
F-57	EOF Computer Operator	* 4	09/02/99	n/a	
F-58	Mechanical/Nuclear Engineer	* 0	07/28/92	n/a	
F-59	EOF Electrical Engineer	* 0	07/28/92	n/a	
F-60	Core Damage Assessor	* 0	07/28/92	n/a	

* indicates safety screening not required

STATUS REPORT

NUMBER	EPIP TITLE	REVISION	DATE	ACN'S	ACN DATE
F-61	Technical Advisor to State/Local Organizations	* 0	07/28/92	n/a	
F-62	EOF Administrative Support	* 0	07/28/92	n/a	
F-63	Fire Brigade Coordinator	* 0	07/28/92	n/a	
F-64	RAFT Liaison	* 0	07/28/92	n/a	
F-65	Warehouseman	* 0	07/28/92	n/a	
F-66	EOF Access Control Coordinator	* 1	10/26/93	n/a	
F-67	PASS Team Leader	* 1	05/24/93	n/a	
F-68	Fitness for Duty (FFD) Coordinator	* 0	07/28/92	n/a	
F-69	HAZMAT Team Leader	* 0	07/28/92	n/a	
F-70	Assistant Emergency Team Coordinator	* 0	07/28/92	n/a	
F-71	OSC Communicator	* 0	07/28/92	n/a	
F-72	OSC Support	* 0	10/05/93	n/a	
F-73	Mechanical Engineer	* 0	07/27/99	n/a	
EC-02	EMERGENCY CLASSIFICATIONS	6	04/24/98	7/1, 7/2, 7/3	01/27/99, 12/13/99, 12/20/99
EC-03	NOTIFICATION OF UNUSUAL EVENT	5	01/02/97	6/1	01/24/00
EC-04	ALERT	4	01/02/97	5/1	01/24/00
EC-05	SITE AREA EMERGENCY	4	01/02/97	5/1, 5/2	10/23/97, 01/24/00
EC-06	GENERAL EMERGENCY	4	01/02/97	5/1, 5/2	10/23/97, 01/24/00

* indicates safety screening not required

STATUS REPORT

NUMBER	EPIP TITLE	REVISION	DATE	ACN'S	ACN DATE
EC-07	EMERGENCY PLAN NOTIFICATION	11	01/31/00	n/a	
	F-01 State and NRC Notifications Checklist	0	02/06/97	n/a	
EC-08	NON-ESSENTIAL PERSONNEL EVACUATION	7	07/17/98	n/a	
EC-09	SECURITY DURING EMERGENCIES	5	03/22/96	6/1, 6/2	09/21/98, 07/30/99
EC-10	PERSONNEL ACCOUNTABILITY	6	10/23/97	n/a	
EC-11	REENTRY	* 4	08/03/99	n/a	
EC-12	EMERGENCY TEAMS	7	02/24/00	n/a	
EC-13	REACTOR CORE DAMAGE ESTIMATION	4	09/19/97	5/1, 5/2	12/01/97, 09/28/99
EC-14	RECOVERY	3	10/21/94	4/1, 4/2, 4/3	02/08/96, 02/03/99, 12/13/99
	F-01 Recovery Checklist	0	10/21/94	n/a	

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STATUS REPORT

NUMBER	EPIP TITLE	REVISION	DATE	ACN'S	ACN DATE
<u>FACILITIES AND EQUIPMENT (FE)</u>					
FE-01	TSC OPERATIONS	6	06/09/97	7/1	01/12/99
FE-02	OSC OPERATIONS	6	06/09/97	7/1	07/23/99
FE-03	EOF OPERATIONS	5	06/09/97	6/1	04/21/99
FE-04	BEOF OPERATIONS	5	06/09/97	6/1	07/23/99
FE-05	EMERGENCY EQUIPMENT & SUPPLIES	11	05/26/97	n/a	
F-02	OSC Emergency Equipment	3	03/25/99	n/a	
F-03	EOF Emergency Equipment	3	07/22/97	n/a	
F-04	BEOF Emergency Equipment	0	04/28/92	n/a	
F-05	EOF Environmental Lab Equipment	0	04/28/92	n/a	
F-06	Emergency Vehicle Kit	0	04/28/92	n/a	
F-07	Field Monitoring Kit	1	07/22/97	n/a	
F-08	Hospital Kit	1	10/07/97	n/a	
F-09	Decontamination Kit	2	10/16/94	n/a	
F-10	TSC Administrative Supplies	3	02/26/97	n/a	
F-11	OSC Administrative Supplies	0	04/28/92	n/a	
F-12	OSC Maintenance Tool Box	2	05/29/98	n/a	
F-13	First Aid Kit (Trauma Kit)	1	05/29/98	n/a	
F-14	EOF Administrative Supplies	1	10/16/94	n/a	
F-15	BEOF Administrative Supplies	0	04/28/92	n/a	
F-16	JPIC Administrative Supplies	1	02/06/97	n/a	

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STATUS REPORT

NUMBER	EPIP TITLE	REVISION	DATE	ACN'S	ACN DATE
	F-17 EOP Supply Kit	4	09/30/99	n/a	
	F-18 EOP MCR Tool Bag	0	10/16/94	n/a	
FE-06	EMERGENCY COMMUNICATIONS EQUIPMENT	4	06/04/92	5/1, 5/2, 5/3	10/06/93, 03/05/97, 04/08/97

MISCELLANEOUS (MS)

MS-01	TRANSPORTATION ACCIDENTS	4	10/13/97	5/1	02/01/00
MS-03	NOTIFICATION OF NEXT OF KIN	4	01/12/96	5/1, 5/2	02/03/99, 12/13/99
MS-04	PROCESSING NRC & IDNS PERSONNEL DURING AN EMERGENCY	* 4	06/06/00	n/a	

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STATUS REPORT

NUMBER	EPIP TITLE	REVISION	DATE	ACN'S	ACN DATE
<u>PUBLIC RELATIONS (PR)</u>					
PR-01	JOINT PUBLIC INFORMATION CENTER ORGANIZATION & STAFFING	6	02/06/97	7/1	12/13/99
F-01	JPIC Administration Coordinator Checklist	1	02/06/97	n/a	
F-02	JPIC Audiovisual Support Checklist	1	02/06/97	n/a	
F-03	JPIC Director Checklist	2	02/06/97	n/a	
F-05	JPIC Assistant Director Checklist	2	02/06/97	n/a	
F-06	JPIC Graphic Support Checklist	0	07/28/92	n/a	
F-07	JPIC Public Information Officer Checklist	1	02/06/97	n/a	
F-08	JPIC Media Coordinator Checklist	0	07/28/92	n/a	
F-09	JPIC Media Monitoring Team Checklist	0	07/28/92	n/a	
F-11	JPIC Security Representative Checklist	0	07/28/92	n/a	
F-12	JPIC Technical Advisor Checklist	0	07/28/92	n/a	
F-13	JPIC Technical Information Coordinator Checklist	0	07/28/92	n/a	
F-14	Writer Checklist	0	07/28/92	n/a	
F-15	IP PIO Steno Checklist	1	07/06/93	n/a	
F-16	JPIC Telefax Operator Checklist	0	07/28/92	n/a	

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STATUS REPORT

NUMBER	EPIP TITLE	REVISION	DATE	ACN'S	ACN DATE
	F-17 JPIC Registration Staff Checklist	0	07/28/92	n/a	
PR-03	PREPARATION AND DISSEMINATION OF EMERGENCY INFORMATION	8	12/13/99	n/a	
PR-05	PUBLIC INFORMATION & EDUCATION	6	08/09/96	7/1, 7/2	02/03/99, 12/13/99

STATUS REPORT

NUMBER	EPIP TITLE	REVISION	DATE	ACN'S	ACN DATE
<u>RADIOLOGICAL ASSESSMENT (RA)</u>					
RA-01	MANUAL RADIOLOGICAL DOSE ASSESSMENT	6	08/20/99	7/1	11/29/99
RA-02	PROTECTIVE ACTION RECOMMENDATIONS	4	08/20/96	5/1	01/15/99
RA-03	RADIOLOGICAL EXPOSURE GUIDELINES	5	10/13/97	n/a	
RA-04	PERSONNEL MONITORING & DECONTAMINATION	7	08/03/99	n/a	
RA-05	PERSONNEL PROTECTION	6	02/24/00	n/a	
RA-06	STATION RADIOLOGICAL SURVEYS	6	06/03/96	n/a	
RA-07	FIELD RADIOLOGICAL MONITORING	6	08/03/99	n/a	
RA-09	POST ACCIDENT SAMPLING	6	10/12/94	7/1	06/19/97
RA-11	STACK EFFLUENT ANALYSIS & SAMPLING	6	08/03/99	n/a	
RA-14	DOSE RATE DETERMINATION BASED ON ENVIRONMENTAL AIR SAMPLES	6	12/14/99	n/a	
RA-15	PREDICTIVE RELEASE RATES	6	02/18/98	n/a	
RA-16	COMPUTERIZED RADIOLOGICAL DOSE ASSESSMENT	5	08/03/99	n/a	
RA-17	RADIOLOGICAL CONTROL OF THE EOF	8	08/30/99	n/a	
RA-18	EOF ENVIRONMENTAL LAB OPERATIONS	4	08/03/99	n/a	

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TITLE: REVISIONS AND ADVANCE CHANGE NOTICES

SCOPE OF REVISION: This revision incorporates USAR change package 9-178 which removes the requirement for the FRG and Plant Manager to review EIPs. Other miscellaneous changes to reflect the new CPS Document Control procedure have also been made. Deleted attachment 5, DOCUMENT REVIEW AND COMMEND RECORD, use CPS 1005.01F002, COMMENT CONTROL FORM.

DOCUMENT CONTROL
 JUL 13 2000
 2003
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 CLINTON POWER STATION

Authority

<u>Function</u>	<u>Signature</u>	<u>Date</u>
Prepared by	Wayne Helenthal	6/22/00
Director-Security & Emergency Planning	<i>James Smith</i>	7/6/00
Concurrence	NA	
Concurrence	NA	
Concurrence	NA	
Independent Reviewer	<i>Keyser</i>	7/7/00
Approval/Effective Date	<i>Dary Baker</i>	7/7/00

TITLE: REVISIONS AND ADVANCE CHANGE NOTICES

CONTENTS

- 1.0 INTRODUCTION
- 2.0 RESPONSIBILITY
- 3.0 DEFINITIONS
- 4.0 INSTRUCTIONS
 - 4.1 Document Approval Process
 - 4.2 Advance Change Notices
 - 4.3 Administrative Changes
 - 4.4 Incorporating Review Comments
 - 4.5 50.59 Reviews
 - 4.6 Document Cancellation
 - 4.7 Centralized Commitment Tracking Review
 - 4.8 Distribution of Controlled Documents
 - 4.9 Records
- 5.0 REFERENCES
- 6.0 ATTACHMENTS
- 7.0 FORMS

TITLE: REVISIONS AND ADVANCE CHANGE NOTICES

1.0 INTRODUCTION

The purpose of this procedure is to establish the administrative guidelines for approval, change, revision, and distribution of all Clinton Power Station (CPS) Emergency Plan, Emergency Plan Implementing Procedures (EPIPs) and Nuclear Emergency Manuals (NERMs), Technical Support Guidelines (TSGs), and Emergency Response Guidelines (ERGs).

2.0 RESPONSIBILITY

- 2.1 Manager-Nuclear Support - is responsible for the approval of this procedure and ensures its implementation.
- 2.2 Director-Security and Emergency Planning - is responsible for the implementation and review of this procedure.
- 2.3 Supervisor-Document Management - is responsible for the distribution of Emergency Preparedness Program controlled documents.

3.0 DEFINITIONS

- 3.1 Approved - Term used to denote that a document has been through the appropriate approval process and is authorized for issuance and use until officially revised or canceled.
- 3.2 Cancellation - The process by which documents are rescinded. A canceled document is no longer authorized for use.
- 3.3 Advance Change Notice - An approved change to a document which is issued to controlled document holders for use prior to incorporation of the change in the next document revision.
- 3.4 Emergency Preparedness Program - The program which coordinates the plans, procedures, equipment and facilities, and ensures trained emergency response personnel and other resources are prepared for responding to an emergency at Clinton Power Station.
- 3.5 Originator - the individual who prepares new Emergency Preparedness Program documents or reviews to Emergency Preparedness Program documents.
- 3.6 Plan - Clinton Power Station Emergency Plan.
- 3.7 50.59 Review - The screening and the evaluation, if required, conducted in accordance with CPS No. 1005.06, Conduct of Safety Reviews.
- 3.8 Unreviewed Safety Question - A question which results from a proposed change, test, or experiment and involves:
 - 3.8.1 The probability of occurrence or the consequences of an accident or malfunction of equipment important to safety previously evaluated in the safety analysis report may be increased, or
 - 3.8.2 The possibility for an accident or malfunction of a different type than any evaluated previously in the safety analysis report may be created, or
 - 3.8.3 The margin of safety as defined in the basis for any Technical Specification is reduced.

TITLE: REVISIONS AND ADVANCE CHANGE NOTICES

4.0 INSTRUCTIONS

4.1 Document Approval Process

New documents and document revisions shall be approved in accordance with the following:

4.1.1 Clinton Power Station Emergency Plan

4.1.1.1 The preparation of Plan revisions shall be coordinated by the Director-Security and Emergency Planning and approved as provided in Attachment 1, CPS EMERGENCY PLAN APPROVAL PROCESS.

4.1.1.2 Concurrence shall be obtained for each Plan revision from all Nuclear Power Program Department Managers in addition to the other Departments/Organizations/Individuals identified on Attachment 1, CPS EMERGENCY PLAN APPROVAL PROCESS.

4.1.1.3 Plan revisions are approved by the CPS Site Vice President or designee.

4.1.1.4 Plan revisions shall be marked with revision bars and/or ACN bars in the right margin where changes have been made since the previous revision.

4.1.1.5 The Director-Security and Emergency Planning shall ensure the preparation of a 50.59 review, in accordance with CPS No. 1005.06, CONDUCT OF SAFETY REVIEWS.

4.1.1.6 The Director-Security and Emergency Planning shall ensure that any change to the CPS Emergency Plan is reviewed against the requirements of 10CFR50.54(q) to ensure that the effectiveness of the plan is maintained.

4.1.1.7 This review is documented by completing Attachment 7, 10CFR50.54(q) SCREENINGS and retaining it with the change package to the CPS Emergency Plan.

4.1.1.8 An advance change notice to the CPS Emergency Plan shall be processed in accordance with this procedure and Attachment 2, IMPLEMENTING PROCEDURE APPROVAL PROCESS .

4.1.2 Emergency Plan Implementing Procedure (EPIP)

4.1.2.1 The preparation of new EPIPs or changes to EPIPs shall be coordinated by the Director-Security and Emergency Planning.

4.1.2.2 New and revised EPIPs are approved as provided in Attachment 2, IMPLEMENTING PROCEDURE APPROVAL PROCESS. Concurrence organization(s) shall include, as a minimum, those organizations or individuals tasked by the EPIP with review responsibility for technical content.

TITLE: REVISIONS AND ADVANCE CHANGE NOTICES

- 4.1.2.3 The Director - Security and Emergency Planning will designate an organization which will be responsible for performing an independent technical review to each EPIP revision. In those cases where more than one organization is required to perform independent technical review for an EPIP revision, the Director - Security and Emergency Planning will designate the procedure sections to be reviewed by each organization.
- 4.1.2.4 For some EPIP revisions, the only technical expertise to perform independent reviews resides within the Emergency Planning Division. In this case the Director - Security and Emergency Planning will designate a member of the Emergency Planning Division to perform the independent technical review. In all cases the individual performing the independent technical review shall meet the selection criteria in ANSI/ANS-3.1-1978, AMERICAN NATIONAL STANDARD, "FOR SELECTION AND TRAINING OF NUCLEAR POWER PLANT PERSONNEL".
- 4.1.2.5 The individual performing the independent technical review shall document it by signing and dating the "Independent Reviewer" line of the title page of the applicable procedure. If more than one individual performed an independent technical review they shall both sign and date the title page and in addition put the sections of the procedure they reviewed next to their signature.
- 4.1.2.6 Manager-Nuclear Support or designee shall have final approval of new and revised EIPs..
- 4.1.2.7 Procedure revisions shall be marked with revision bars and/or ACN bars in the right margin where changes have been made since the previous revision.
- 4.1.2.8 The Director-Security and Emergency Planning shall ensure that 50.59 reviews are conducted as needed in accordance with Section 4.5 of this procedure.
- 4.1.3 Emergency Plan Implementing Procedure Forms
 - 4.1.3.1 Revisions and advance change notices to forms shall be processed in accordance with applicable requirements similar to emergency plan implementing procedures.
 - 4.1.3.2 Forms that are used as an aid in performing/documenting an activity (i.e., data sheet) may be approved using the administrative process as described in this procedure. Forms designated as administrative are listed in Attachment 5, ADMINISTRATIVE FORMS.
 - 4.1.3.3 Forms not fitting the criteria listed in 4.1.3.2 above shall be approved in accordance with Attachment 2 to this procedure.
 - 4.1.3.4 Forms should be listed on the implementing procedure status report underneath their applicable procedure.

TITLE: REVISIONS AND ADVANCE CHANGE NOTICES

4.1.4 Nuclear Emergency Response Manual (NERM)

4.1.4.1 Each NERM is unique in that its contents are specific to the needs of the particular Emergency Response Organization position to which it is assigned. The Director-Security and Emergency Planning determines the contents of the NERMs, incorporating recommendations of the personnel assigned to the emergency response organization.

4.1.4.2 The Director-Security and Emergency Planning shall transmit a revised list of NERM contents to the Supervisor-Document Management whenever changes are made to NERM contents.

- a. EIPs in the NERMs are approved as provided elsewhere in this procedure.
- b. The NERM contents other than the EIPs are approved by the Director-Security and Emergency Planning with no other concurrence or review required.
- c. NERMs and revisions to it are distributed by the Document Control Group.

4.1.5 Technical Support Guidelines and Emergency Response Guidelines

4.1.5.1 The contents of Technical Support Guidelines (TSGs) and Emergency Response Guidelines (ERGs) are controlled by the Director-Security and Emergency Planning. Recommendations of the personnel who use these documents are incorporated into the appropriate document as it is revised.

4.1.5.2 The Director-Security and Emergency Planning controls the TSG's and ERGs by transmitting a list of controlled document holders to the Supervisor-Document Management whenever changes are made.

4.2 Advance Change Notices (ACN)

4.2.1 An advance change notice (ACN) shall be issued to change a document when:

- a. the change should be entered and effective before the expected date of the next revision, and
- b. the change does not alter the intent or scope of the document.

4.2.2 The Director-Security and Emergency Planning coordinates the preparation and approval of ACNs in accordance with the process specified in Attachment 2, IMPLEMENTING PROCEDURE APPROVAL PROCESS.

4.2.3 The Director - Security and Emergency Planning shall ensure that 50.59 reviews, as needed, are conducted in accordance with Section 4.5 of this procedure.

4.2.4 ACNs shall normally be incorporated into the next revision of the applicable document within 60 days after the effective date of the fifth outstanding ACN.

TITLE: REVISIONS AND ADVANCE CHANGE NOTICES

4.2.5 ACNs shall be numbered for each document and shall include the number of the next revision and sequential number of the ACN as illustrated below:

ACN n/m

where
n = number of the next document revision
m = sequential number (up to 5) of the ACN to the document.

4.2.6 Each ACN shall be issued in an ACN distribution package and shall include the following:

- a. Advance Change Notice Authorization Page (a copy is enclosed as Attachment 3).
- b. Replacement pages of the affected document which incorporate the change(s).

4.2.7 Replacement pages shall be denoted with a revision bar in the right side of the affected page(s) which spans those lines which have been changed by the ACN. To the right of these revision bars shall appear "ACN n/m" where the appropriate numbers for "n" and "m" are entered.

4.2.8 The Manager-Nuclear Support or designee shall approve ACNs.

4.2.9 Approved ACNs shall be issued by the Supervisor-Documents Management and be incorporated into applicable controlled documents.

4.2.10 ACNs shall be annotated on the implementing procedure status report or list of effective pages.

4.3 Administrative Changes

4.3.1 Administrative changes to the emergency plan or procedures, such as telephone numbers or position titles not described in the emergency plan, do not require the review of the Facility Review Group.

4.3.2 For administrative changes, 50.59 reviews and CCT reviews are not required.

4.3.3 The Director-Security and Emergency Planning is the only signature required prior to issuance of the change.

4.3.4 The ACN Authorization Page shall be issued with the administrative change.

4.3.5 Administrative changes shall count as an ACN to the procedure and be numbered as specified in Section 4.2.5.

4.3.6 Issuance of administrative changes are handled in accordance with issuance of ACNs as specified in Section 4.2.

TITLE: REVISIONS AND ADVANCE CHANGE NOTICES

4.4 Incorporating Review Comments

- 4.4.1 As Emergency Preparedness Program documents proceed through the review process, comments may be made which must be resolved before the document receives final approval. If a comment(s) results in a change(s) to a document which has completed all or part of the concurrence and approval process and received one or more concurrence signatures prior to the change being made it must be returned for concurrence.
- 4.4.2 Review comments should be submitted to the Director - Security and Emergency Planning using a CPS Comment Control Form.
- 4.4.3 Reconcurrence signatures shall be dated. They may be made beside the first signature on the original concurrence sheet or on a new cover sheet.

4.5 50.59 Reviews

- 4.5.1 Revisions to the CPS Emergency Plan must receive a 50.59 review in accordance with CPS No. 1005.06, CONDUCT OF SAFETY REVIEWS.
- 4.5.2 Revisions to the CPS Emergency Plan Implementing Procedures must receive a 50.59 review in accordance with the requirements of CPS No. 1005.06 unless the Emergency Plan Implementing Procedure has been determined to be exempt from the 50.59 review process
- 4.5.3 Section 4.8 of this procedure lists the criteria by which the determination is made for 50.59 reviews of Emergency Plan Implementing Procedures.
- 4.5.4 Preparation of 50.59 reviews shall be conducted by certified individuals as specified in CPS No. 1005.06.
- 4.5.5 Instructions for preparation of 50.59 reviews are contained in CPS No. 1005.06.
- 4.5.6 The Director-Security and Emergency Planning shall ensure that the 50.59 review is prepared and submitted with the proposed document revision/change in accordance with Attachments 1 and 2 to this procedure.

4.6 Document Cancellation

- 4.6.1 To recommend cancellation of an Emergency Preparedness Program Document, or part thereof, the recommending individual(s) shall forward a written recommendation and explanation to the Manager-Nuclear Support for consideration.
- 4.6.2 If in agreement, the Director - Security and Emergency Planning shall have a cancellation notice (Attachment 6) prepared which identifies the document, or portions thereof, to be canceled.
- 4.6.3 The cancellation notice shall be approved as an advance change notice.

TITLE: REVISIONS AND ADVANCE CHANGE NOTICES

4.7 Centralized Commitment Tracking (CCT) Review

- 4.7.1 To ensure that the proposed revisions and/or changes or cancellations to Emergency Preparedness Program documents do not void the implementation of commitments identified in the Centralized Commitment Tracking (CCT) Database, a review shall be conducted of the CCT System data base using Attachment 4, DOCUMENT REVISION CCT REVIEW for documentation.
- 4.7.2 The Director - Security and Emergency Planning shall ensure that Attachment 4, DOCUMENT REVISION CCT REVIEW, is completed for each document revision and vaulted per CPS 1017.01, RECORDS MANAGEMENT.
- 4.7.3 In such cases where CCT impact is identified:
- a. the affected document shall be amended to reflect the proposed change and the CCT data base updated, or
 - b. the change shall be altered to remove the CCT impact.

4.8 Determination of Need for 50.59 Reviews

- 4.8.1 At any time an Emergency Plan Implementing Procedure may be exempted from future 50.59 reviews once an approved screening can answer "no" to all of the following:
- Affect any licensing basis document other than the Emergency Plan?
 - Contain any information described in the SAR?
 - Affect the design basis as listed in the SAR?
 - Constitute a test or experiment not described in the SAR?
 - Affect any Technical Specification?

NOTE:

The screening removing the EPIP should state that future changes to the EPIP will not require a 50.59 review.

- 4.8.2 Emergency Plan Implementing Procedures that are exempt from 50.59 reviews must still be reviewed for impact on the Emergency Plan to ensure that the requirements of 10CFR50.54(q) are met.
- 4.8.3 This review is documented in accordance with Section 4.7 of this procedure. The CCT search ensures Emergency Plan commitments are maintained.
- 4.8.4 The removal of any EPIP or series of EIPs from the need for a 50.59 review is accomplished by performing a screening using the guidelines in Section 4.8.1. The screening will document through the appropriate USAR search that no impacts are identified to the USAR for the whole EPIP or EIPs that are to be exempted.
- 4.8.5 Once the EPIP or EIPs have been approved as being exempt from 50.59 reviews the Emergency Plan Implementing Procedure Status Report will be updated to indicate this.

TITLE: REVISIONS AND ADVANCE CHANGE NOTICES

4.8.6 EIPs that are listed on the Implementing Procedure Status Report as not requiring 50.59 reviews may at some future point require a 50.59 review. This would occur when the scope of the procedure was significantly changed such that commitments had been added that affect USAR sections.

4.9 Distribution of Controlled Documents

4.9.1 The Director - Security and Emergency Planning shall provide a distribution list with the names of individuals and organizations who shall be provided controlled copies of the CPS Emergency Plan and Implementing Procedures to the Supervisor-Documents Management.

4.9.2 These organizations shall receive a controlled copy of the CPS Emergency Plan and appropriate Implementing Procedures.

4.9.3 Any changes to the distribution list shall be sent to the Supervisor-Documents Management.

4.9.4 All approved revisions and ACNs to the CPS Emergency Plan, EIPs, TSGs, ERGs, and NERMs, are promptly transmitted to the Supervisor Document-Management for distribution.

4.9.5 The Supervisor-Documents Management shall distribute these revisions and ACNs in accordance with CPS 1017.10, CPS DOCUMENT CONTROL.

4.9.6 The Supervisor-Documents Management shall distribute revisions and ACNs to the NRC within 30 days of receiving these documents.

4.10 Records

4.10.1 The Clinton Power Station Emergency Plan and Emergency Plan Implementing Procedures and their revisions and ACNs shall be considered as records requiring vaulting.

5.0 REFERENCES

5.1 Corporate Nuclear Procedure 4.03, EMERGENCY PREPAREDNESS PROGRAM.

5.2 CPS Emergency Plan, Chapter 5, MAINTAINING EMERGENCY PREPAREDNESS.

5.3 10CFR50.54(q), CONDITIONS OF LICENSES.

5.4 10CFR50.59, CHANGES, TESTS AND EXPERIMENTS.

5.5 CNP 1.14, RECORDS MANAGEMENT.

5.6 CNP 1.09, NUCLEAR SAFETY REVIEWS.

5.7 ANSI/ANS-3.1-1978, American National Standard, "For selection and training of nuclear power plant personnel".

5.8 ANSI/ANS-3.2-Rev. N18.7-1972, American National Standard, "Administrative Controls and Quality Assurance for the Operational Phase of Nuclear Power Plants".

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- 5.9 Record of Coordination dated 8/10/87 on Emergency Planning, File Code Y-205650, L30-87(08-13)-6.
- 5.10 CPS 1017.01, RECORDS MANAGEMENT
- 5.11 CPS 1017.10, CPS DOCUMENT CONTROL
- 5.12 CNP 1.01, PREPARATION AND CONTROL OF CORPORATE NUCLEAR PROCEDURES, AND DEPARTMENT PROCEDURES
- 5.13 CPS 1005.06, CONDUCT OF SAFETY REVIEWS

6.0 ATTACHMENTS

- 1. CPS EMERGENCY PLAN APPROVAL PROCESS
- 2. IMPLEMENTING PROCEDURE APPROVAL PROCESS
- 3. ADVANCE CHANGE NOTICE AUTHORIZATION PAGE
- 4. DOCUMENT REVISION CCT REVIEW
- 5. ADMINISTRATIVE FORMS
- 6. CANCELLATION NOTICE
- 7. 10CFR50.54(q) SCREENING

7.0 FORMS

None

CPS EMERGENCY PLAN APPROVAL PROCESS

<u>Step Number</u>	<u>Individual/Group</u>	<u>Responsibility</u>
1.	Originator	<ul style="list-style-type: none">• Prepares Plan revision and applicable review documents<ul style="list-style-type: none">- Screening and safety evaluation, if required.- CCT Review- 50.54(q) effectiveness review.
2.	Director-Security and Emergency Planning	<ul style="list-style-type: none">• Review and concur Plan revision and documents<ul style="list-style-type: none">- For ACNs - only affected department Managers need to concur
3.	Nuclear Power Program Managers	<ul style="list-style-type: none">• Review for technical content and concur
4.	CPS Facility Review Group	<ul style="list-style-type: none">• Review for technical content and sign Plan cover sheet
5.	CPS Plant Manager	<ul style="list-style-type: none">• Review and concur Plan revision
6.	Manager-Nuclear Support	<ul style="list-style-type: none">• Review and concur Plan revision
7.	CPS Site Vice President	<ul style="list-style-type: none">• Review and approve Plan revision
8.	Administrative Support Personnel	<ul style="list-style-type: none">• Transmit approved Plan for distribution

IMPLEMENTING PROCEDURE APPROVAL PROCESS

<u>Step Number</u>	<u>Individual/Group</u>	<u>Responsibility</u>
1.	Originator	<ul style="list-style-type: none">• Prepares Procedure/Form/ACN revision and applicable review documents<ul style="list-style-type: none">- 50.59 review, if necessary- CCT Review
2.	Director-Security and Emergency Planning	<ul style="list-style-type: none">• Review and concur Procedure/Form/ACN revision and documents• Determine appropriate concurrence
3.	Concurrence Organization(s)	<ul style="list-style-type: none">• Conduct Independent Technical review in accordance with Operational Requirements Manual• Sign Procedure/Form/ACN cover sheet and/or provide comments
4.	CPS Facility Review Group (Emergency Plan Only)	<ul style="list-style-type: none">• Review Procedure/Form/ACN revision, review documents, and sign cover sheet
5.	CPS Plant Manager (Emergency Plan Only)	<ul style="list-style-type: none">• Review and approve Procedure/Form/ACN revision
6.	Manager-Nuclear Support	<ul style="list-style-type: none">• Review and approve Procedure/Form/ACN revision
7.	Administrative Support Personnel	<ul style="list-style-type: none">• Transmit approved Procedure/Form/ACN for distribution

ADVANCE CHANGE NOTICE AUTHORIZATION PAGE

Document: _____ ACN Number: _____

Summary of Change:

Reason for Change:

Replacement Pages:

	Signature	Date
Originator:	_____	_____
Director-Security and Emergency Planning:	_____	_____
Concurrence:	_____	_____
Concurrence:	_____	_____
Concurrence:	_____	_____
Independent Reviewer:	_____	_____
Facility Review Group: (Needed for Emergency Plan Only)	_____	_____
Manager-Clinton Power Station: (Needed for Emergency Plan Only)	_____	_____
Approved/Effective Date:	_____	_____

DOCUMENT REVISION CCT REVIEW

A. The Document being reviewed is: _____

B. Centralized Commitment Tracking (CCT) System Database Review

CCT Numbers

C. Affected Chapters of the SAR:

<u>Chapters</u>	<u>Title</u>	<u>Section(s)</u>
13.3	CPS Emergency Plan	

D. Evaluation (use additional pages as necessary):

Prepared By: _____
Name Date

Reviewed By: _____
Director-Security and Emergency Planning Date

CLINTON POWER STATION
EMERGENCY PLAN IMPLEMENTING PROCEDURE

PROCEDURE: AP-02
REVISION: 13
ATTACHMENT: 5
PAGE: 1 of 1

ADMINISTRATIVE FORMS

<u>EPIP</u>	<u>Form#</u>	<u>Attachment Title</u>
AP-07	F-01	ANS Test Report
AP-07	F-02	Siren Maintenance/Repair Report
FE-05	8	Hospital Kit
FE-05	10	TSC Administrative Supplies
FE-05	11	OSC Administrative Supplies
FE-05	14	EOF Administrative Supplies
FE-05	15	BEOF Administrative Supplies
FE-05	16	JPIC Administrative Supplies

CLINTON POWER STATION
EMERGENCY PLAN IMPLEMENTING PROCEDURE

PROCEDURE: AP-02
REVISION: 13
ATTACHMENT: 7
PAGE: 1 of 1

10CFR50.54(q) Screening

CPS Emergency Plan Rev/ACN: _____

1. Are any of the sixteen planning standards from 10CFR50.47(b) impacted by the change(s)? YES NO

If YES, Explain/Justify:

2. Are any of the planning standards from 10CFR50 Appendix E impacted by the change(s)? YES NO

If YES, Explain/Justify:

3. Are any of the planning standards from Reg. Guide 1.101 (NUREG 0654/FEMA REP 1) impacted by the change(s)? YES NO

If YES, Explain/Justify:

4. Based upon the above information, does this change decrease the effectiveness of the plan resulting in the loss of reasonable assurance that adequate protection can and will be taken in the event of a radiological emergency? YES NO

If YES, this change requires prior NRC approval per 10CFR50.54(q).

If NO, this change does not require prior NRC approval per 10CFR50.54(q).

Prepared by: _____ Date: _____

Concurrence by: _____ Date: _____

ADVANCE CHANGE NOTICE AUTHORIZATION PAGE

Document: EC-01 Form 21 Rev. 0 ACN Number: 1/1

Summary of Change: This is an administrative ACN only to correct an incorrect title on page 2.

Reason for Change: Page 2 of the form had an incorrect title.

Replacement Pages: 2 of 2

	Signature	Date
Originator:	<u>A. Oleson /</u>	<u>6/28/00</u>
Director-Security and Emergency Planning:	<u>M.R. Hider for D. Smith /</u>	<u>6/29/00</u>
Concurrence:	<u>NA /</u>	
Concurrence:	<u>NA /</u>	
Concurrence:	<u>NA /</u>	
Independent Reviewer:	<u>NA /</u>	
Facility Review Group:	<u>NA /</u>	
Manager-Clinton Power Station:	<u>NA /</u>	
Approved/Effective Date:	<u>NA /</u>	<u>6/29/00</u>

RADIOLOGICAL CONTROLS SUPERVISOR

| ACN 1/1

Activation Level: ALERT or more severe

Location: Technical Support Center

Position Description:

The Radiological Controls Supervisor shall report to the TSC Radiological Supervisor and is responsible for assisting with and coordinating in-station radiation protection activities for the TSC Radiological Supervisor.

Duties:

1. Coordinate and direct in-station radiological controls.
2. Assist the other TSC supervisors in determining the cause and magnitude of the emergency.
3. Provide RP assistance to other activities, such as fire fighting, first aid, search and rescue, etc., as required.
4. Through the TSC Radiological Supervisor and Station Emergency Director, request additional assistance from the Emergency Response Organization and offsite agencies, as required.
5. Maintain a record of major emergency related activities within the TSC Radiological Supervisor's scope of responsibility.
6. Ensure that the appropriate bioassay procedures are implemented for onsite personnel involved in the emergency, if required.
7. Coordinate initial offsite radiological surveys by field monitoring teams until this duty is assumed by the Dose Assessment Supervisor in the EOF.