

50-461

CLINTON POWER STATION
NUCLEAR SUPPORT
Controlled Document Distribution List

CPS EMERGENCY PLAN IMPLEMENTING PROCEDURES (EPIPS)

| | | | | | |
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| 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 | | DOC. 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) | |
| 502. | MANAGER - CPS | T-31A | 238. | M. SINCLAIR (IDNS) | OS |
| 505. | W. L. YAROSZ | V-922 | 567. | J. FAIROW | OS |
| 542. | CAS | T-31M | | (RADIOLOGICAL EP | |
| 544. | SAS | T-31M | | MANAGER) | |

A045

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

Transmittal No. 00ALS255 Transmittal Date 7/28/00 Sheet 1 of 1

Letter No. N/A Document Type CONTROLLED DOCUMENTS

REMOVE & DESTROY:

EPIP Index presently filed

EC-01 Form 40 R/1

EC-08 R/7

INSERT:

Same; dated 7/27/00

Same; R/2 (Incorporates ACN 2/1)

Same; R/8

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 | |

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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 | * 2 | 07/25/00 | n/a | |
| 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 | |

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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 |

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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 | 8 | 07/23/00 | 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 | |

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

| <u>NUMBER</u> | <u>EPIP TITLE</u> | <u>REVISION</u> | <u>DATE</u> | <u>ACN'S</u> | <u>ACN DATE</u> |
|---------------|--|-----------------|-------------|------------------|------------------------------------|
| 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 | |

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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CLINTON POWER STATION
EMERGENCY PLAN IMPLEMENTING PROCEDURE

PROCEDURE: EC-01
REVISION: 2
FORM: 40
PAGE: 1 of 4

TITLE: EOF ADMINISTRATIVE SUPERVISOR

SCOPE OF REVISION: Removed the duties of the Fitness for Duty Coordinator to contact the EOF Administrative Supervisor and transferred to the EOF Security Supervisor. Changed the requirement for the Management Summary of Events from 1/2 hour to initial issue within two hours and updates hourly. This revision incorporates ACN 2/1.

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Authority

| | <u>Function</u> | <u>Signature</u> | <u>Date</u> |
|--|-----------------|--------------------|-------------|
| Prepared by | | W. Helenthal | 7/17/00 |
| Director-Security & Emergency Planning | | <i>James Smith</i> | 7/20/00 |
| Concurrence | | <i>m. R. Widen</i> | 7/19/00 |
| Concurrence | | NA | |
| Concurrence | | NA | |
| Independent Reviewer | | <i>Kevin</i> | 7/19/00 |
| Approval/Effective Date | | <i>Dary Bah</i> | 7/25/00 |

CLINTON POWER STATION
EMERGENCY PLAN IMPLEMENTING PROCEDURE

PROCEDURE: EC-01
REVISION: 2
FORM: 40
PAGE: 2 of 4

TITLE: EOF ADMINISTRATIVE SUPERVISOR

Activation Level: ALERT or more severe

Location: Emergency Operations Facility

Position Description:

The EOF Administrative Supervisor is responsible for providing food, lodging and transportation services for the Station Emergency Response Organization. In addition, the EOF Administrative Supervisor is responsible for continuity of manpower and equipment necessary for emergency operations and EOF communications.

Duties:

1. Obtain equipment, technical documents, and supplies necessary for emergency operations.
2. Arrange for food, lodging, and transportation of CPS Station Emergency Response Organization personnel.
3. Arrange for additional communications equipment, if required.
4. Arrange for relief and continual manning of emergency positions. Coordinate with Radiation Protection Supervisor to ensure relief personnel reporting to the site will not transit through a radioactive plume.
5. Maintain a log of major emergency related activities within the EOF Administrative Supervisor's scope of responsibility.
6. Assume lead Administrative Supervisor role and provide support and guidance to the TSC Administrative Supervisor.
7. Ensure that all records, documents, and communique's generated by an emergency or drill are forwarded to the Director-Security and Emergency Planning.
8. Assume responsibility for performing communications with offsite agencies, except with the NRC, from the TSC Administrative Supervisor.
9. Supervise the collection of emergency log sheets.
10. Prepare a Management Summary of Events for the Emergency Manager two hours after the EOF is activated and once every hour during the emergency based on data from collected Emergency Log sheets.
11. Direct support personnel preparing management summary of events.
12. Ensure continuity of EOF operations over protracted periods.

CLINTON POWER STATION
EMERGENCY PLAN IMPLEMENTING PROCEDURE

PROCEDURE: EC-01
REVISION: 2
FORM: 40
PAGE: 3 of 4

TITLE: EOF ADMINISTRATIVE SUPERVISOR

13. Ensure individuals are assigned to provide status-boards:
 - Engineering Data
 - Dose Assessment Data
 - Radiological Data
 - General Data (Key Events and Problem Boards)
14. Coordinate administrative matters and needs of Federal, State, and local response organizations.
15. Coordinate with the EOF Engineering Supervisor to initiate and maintain contact with General Electric and INPO at SITE AREA EMERGENCY or more severe. Coordinate with the TSC Administrative Supervisor to continue contact if already initiated.

CLINTON POWER STATION
EMERGENCY PLAN IMPLEMENTING PROCEDURE

PROCEDURE: EC-01
REVISION: 2
FORM: 40
PAGE: 4 of 4

TITLE: EOF ADMINISTRATIVE SUPERVISOR

Checklist:

| | <u>Description</u> | <u>Initials</u> |
|----|--|-----------------|
| 1. | Ensure adequate administrative staff for: <ul style="list-style-type: none">◦ Communicators◦ Status Board Keepers◦ Clerical and Word Processing. | _____ |
| 2. | Ensure personnel are completing the EOF Facility Staffing Status Board as they arrive. | _____ |
| 3. | Ensure the preparation of Management Summary of Events is initiated. | _____ |
| 4. | Ensure relief shift assignments. | _____ |
| 5. | Arrange for food, lodging, and transportation for station emergency response organization personnel as necessary. | _____ |
| 6. | Act as liaison for Federal, State, INPO and local response activities, excluding law enforcement agencies. (i.e., coordinate logistics, provide administrative services, etc.) | _____ |
| 7. | Assume lead administrative responsibilities from the TSC Administrative Supervisor. | _____ |

Performed By: _____ / _____
Name Date

TITLE: NON-ESSENTIAL PERSONNEL EVACUATION

SCOPE OF REVISION: Revised titles due to recent organizational changes. Change location of 2nd onsite assembly area to the 762' radwaste building. Removed reference to Illinois Power Company. Changed the offsite assembly areas due to the purchase of CPS by AmerGen. Updated Attachment 1, Offsite Assembly Areas. This revision serves as the biennial review. Incorporated ACN 7/1.

Authority

| | <u>Function</u> | <u>Signature</u> | <u>Date</u> |
|--|-----------------|-----------------------|-------------|
| Prepared by | | Wayne Helenthal | 7/7/00 |
| Director-Security & Emergency Planning | | <i>James Smith</i> | 7/21/00 |
| Concurrence | | Charles D. Williamson | 7/20/00 |
| Concurrence | | NA | |
| Concurrence | | NA | |
| Independent Reviewer | | <i>Ken</i> | 7/21/00 |
| Approval/Effective Date | | <i>Larry Bahr</i> | 7/23/00 |

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CLINTON POWER STATION
EMERGENCY PLAN IMPLEMENTING PROCEDURE

PROCEDURE: EC-08
REVISION: 8
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TITLE: NON-ESSENTIAL PERSONNEL EVACUATION

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1.0 INTRODUCTION

The purpose of this procedure is to define the criteria and methodology for evacuating non-essential personnel during emergencies from both the Protected Area and the Exclusion Area and their reassembly after evacuation.

2.0 RESPONSIBILITY

- 2.1 Individual with command authority - is responsible for ensuring the implementation of this procedure and should confer with Radiation Protection prior to evacuating a radiologically controlled area.
- 2.2 Director-Security and Emergency Planning - is responsible for the review of this procedure.
- 2.3 Director-Plant Radiation - is responsible for the review of this procedure for radiological control content.
- 2.4 Supervisor-Security - is responsible for the review of this procedure for Security Force actions content.
- 2.5 Manager-Nuclear Support - is responsible for final approval of this procedure.

3.0 DEFINITIONS

- 3.1 Non-Essential Personnel - Individuals without emergency assignments under the CPS Emergency Plan or Emergency Plan Implementing Procedures.
- 3.2 Evacuation - the action necessary to remove non-essential personnel from an area of immediate or potential danger to an area of safety.
- 3.3 Onsite Assembly Areas - posted areas for assembly of personnel for safety, accountability, and/or radiological monitoring. These areas are illustrated in Attachment 1, ONSITE ASSEMBLY AREAS.
- 3.4 Offsite Reassembly Areas - designated offsite locations in Bloomington, Monticello, and Decatur which may be used for reassembly of personnel evacuated from the site for radiological monitoring and/or further instructions. These areas are illustrated in Attachments 2, 3, 4, and 5.
- 3.5 Exclusion Area - The area surrounding the plant in which AmerGen has the authority to determine all activities including exclusion or removal of personnel and property from the area. At CPS, the exclusion area boundary is an imaginary circle of radius 975 meters or 3200 feet centered at the station standby gas treatment system vent. (For illustration see EC-09, SECURITY DURING EMERGENCIES, Attachment 3, CPS EXCLUSION AREA.)
- 3.6 Owner Controlled Area - The area external and contiguous to the Protected Area which may be controlled by AmerGen for security purposes. (For illustration see EC-09, SECURITY DURING EMERGENCIES, Attachment 2, OWNER CONTROLLED AREA.)

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4.0 INSTRUCTIONS

NOTE

If an immediate site evacuation is necessary, go directly to step 4.2.

4.1 Assembly of Onsite Personnel

4.1.1 The following actions should be implemented by non-essential personnel upon declaration of a NOTIFICATION OF UNUSUAL EVENT or an ALERT.

- non-essential personnel working in the Main Control Room (MCR) should stabilize their work and exit the MCR. These personnel should report back to their supervisor for further instructions.
- non-essential personnel working in other parts of the plant should keep alert for changing conditions and stay clear of the emergency.

4.1.2 If any of the following conditions occur,

- Any and all fires not confined to one fire area, or
- One radiation monitor in an unexpected HIGH radiation or TREND alarm mode, with that alarm being verified as valid, or
- Two or more radiation monitors in a single building unexpectedly reaching their HIGH or TREND alarm setpoints, or
- Report of a major radioactive spill, or
- Report of a significant unexplained increase in the level of radiation or airborne activity in a work area, or
- Imminent lifting of safety relief valves, or
- Simultaneous loss of reactor coolant level, high Drywell pressure, and leakage to the Drywell floor/equipment sumps which is indicative of a loss of coolant accident condition, or
- In the Shift Manager's opinion evacuation of an area is warranted, or
- The individual with command authority determines that dangerous conditions exist which warrant assembling individuals onsite.

THEN

The individual with command authority shall notify the Central Alarm Station or Secondary Alarm Station and direct the evacuation of personnel from the affected area(s) or building(s) to an onsite assembly area(s) using the station public address system. Security should monitor the affected area by utilizing the security computer system.

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4.1.3 Areas shown on Attachment 1, ONSITE ASSEMBLY AREAS, are the:

- 762' Radwaste
- Service Building Lunchroom

4.1.4 Activate the Plant General Purpose Alarm, Plant Fire Alarm in case of fire, or Containment Evacuation Alarm in case of containment evacuation.

4.1.5 When personnel are to utilize an onsite assembly area or evacuate a single area, the MCR should announce over the station public address system an announcement similar to the following:

"ATTENTION ALL PERSONNEL. ATTENTION ALL PERSONNEL. THERE IS A (WHAT) IN/AT (WHERE). ALL NON-ESSENTIAL PERSONNEL IN THE (WHERE) ARE TO EVACUATE TO (WHERE) VIA (DESCRIBE THE DESIGNATED ROUTE)." Repeat as necessary.

NOTE

The evacuation route should be designated by the individual with command authority with Radiation Protection personnel recommendations/consultation, time permitting.

4.1.6 The individual with command authority should, if possible, direct that a search be made of the affected area to ensure no one has been left behind per EC-12, EMERGENCY TEAMS.

4.2 Site Evacuation

NOTE

Upon declaration of an ALERT or higher Emergency Classification where a site evacuation is implemented, Security shall open the exit side of the Craft Security Portal (CSP) if not already open to expedite the evacuation of personnel.

4.2.1 A site evacuation should be implemented upon the declaration of a SITE AREA EMERGENCY, GENERAL EMERGENCY, or whenever the individual with command authority deems appropriate, taking into account external factors which might affect the evacuation, such as severe weather.

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- 4.2.2 When a site evacuation is implemented the individual with command authority should determine whether to evacuate to an offsite reassembly area or to send individuals home.

NOTE

Security Force personnel should be notified of the decision to send individuals home or to evacuate to an offsite reassembly area.

- 4.2.3 When a site evacuation is ordered; the individual with command authority shall direct that the Plant General Purpose Alarm be sounded and a Plant Public Address announcement similar to the following be made:

NOTE

If conditions exist that would prevent an evacuation from occurring at one of the security portals, the announcement shall include this information.

"ATTENTION ALL PERSONNEL. ATTENTION ALL PERSONNEL. ALL NON-ESSENTIAL PERSONNEL ARE TO EVACUATE THE SITE. EXIT THE PROTECTED AREA AT THE OPERATIONS GATE HOUSE OR CRAFT SECURITY PORTAL." (Repeat or modify announcement as necessary.)

NOTE

Following the station public address announcement Security should implement applicable procedures in regard to evacuation support including necessary notifications.

- 4.2.4 Onsite personnel should normally exit through the Operations Gatehouse or Craft Security Portal.
- 4.2.5 Radiological monitoring of evacuees shall be performed using the portal monitors located at the security portals in accordance with RA-04, PERSONNEL MONITORING AND DECONTAMINATION.
- 4.2.6 Evacuees may be sent home or may be requested to report to an Offsite Reassembly Area. Evacuees should use their personnel vehicles when evacuating the site. Onsite Assembly Areas should not be used to hold evacuees when a site evacuation is necessary.
- 4.2.7 IF EVACUEES ARE NOT GOING TO BE SENT HOME, BUT ARE TO REASSEMBLE OFFSITE, THEN Security should give copies of maps to the appropriate offsite reassembly area selected by the individual with command authority to evacuees as they are leaving. These maps are shown on the attachments to this procedure and copies are located at the Craft Security Portal and Operations Gatehouse.
- 4.2.8 Once a site evacuation is ordered, ensure accountability of the Protected Area is implemented in accordance with EC-10, PERSONNEL ACCOUNTABILITY, if not already in progress.

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- 4.2.9 The individual with command authority should also consider evacuation of the Exclusion Area and the Owner Controlled Area in the event that non-essential personnel are ordered to evacuate from the site.
- 4.2.10 In the event that the individual with command authority orders the evacuation of the Exclusion Area or the Owner Controlled Area (OCA), Security Force personnel should:
 - 4.2.10.1 Communicate the evacuation order in accordance with EC-09, SECURITY DURING EMERGENCIES and PSO-029, EMERGENCY SECURITY NOTIFICATIONS.
 - 4.2.10.2 Keep the Security Supervisor in the EOF apprised of the status of the evacuation.

4.3 Offsite Reassembly

Follow these steps only if a site evacuation has occurred, with evacuees being requested to report to Offsite Reassembly Areas instead of being sent home.

- 4.3.1 Upon arrival at the Offsite Reassembly Area personnel should follow Radiation Protection directions for decontamination, as required.
- 4.3.2 If radiological control has been forfeited upon evacuation, then Radiation Protection personnel shall monitor arriving personnel and vehicles for contamination, as appropriate per RA-04, PERSONNEL MONITORING AND DECONTAMINATION.
- 4.3.3 Personnel are to remain at the Offsite Reassembly Area(s) until they are released by the individual with command authority.

NOTE

Radiation Protection personnel as directed by the TSC Radiological Supervisor should take the decontamination kits from the onsite assembly areas to the offsite reassembly areas.

4.4 Contingency

- 4.4.1 The decision as to the scope of an evacuation should be made by the individual with command authority based on a careful evaluation of circumstances surrounding an emergency situation and, if possible, with the concurrence of Radiation Protection supervision. It should be recognized that no two situations are the same, and that actions appropriate for one situation may not be appropriate for the next.
- 4.4.2 Other assembly areas may be designated by the individual with command authority if needed. For instance, if there is a large number of personnel onsite, such as during an outage, then the Personnel Processing Center could be used as well as the Training Center, the Operations Gate House (for 75-100 people), the Nuclear Program Support Building, and the Energy & Environmental Center.

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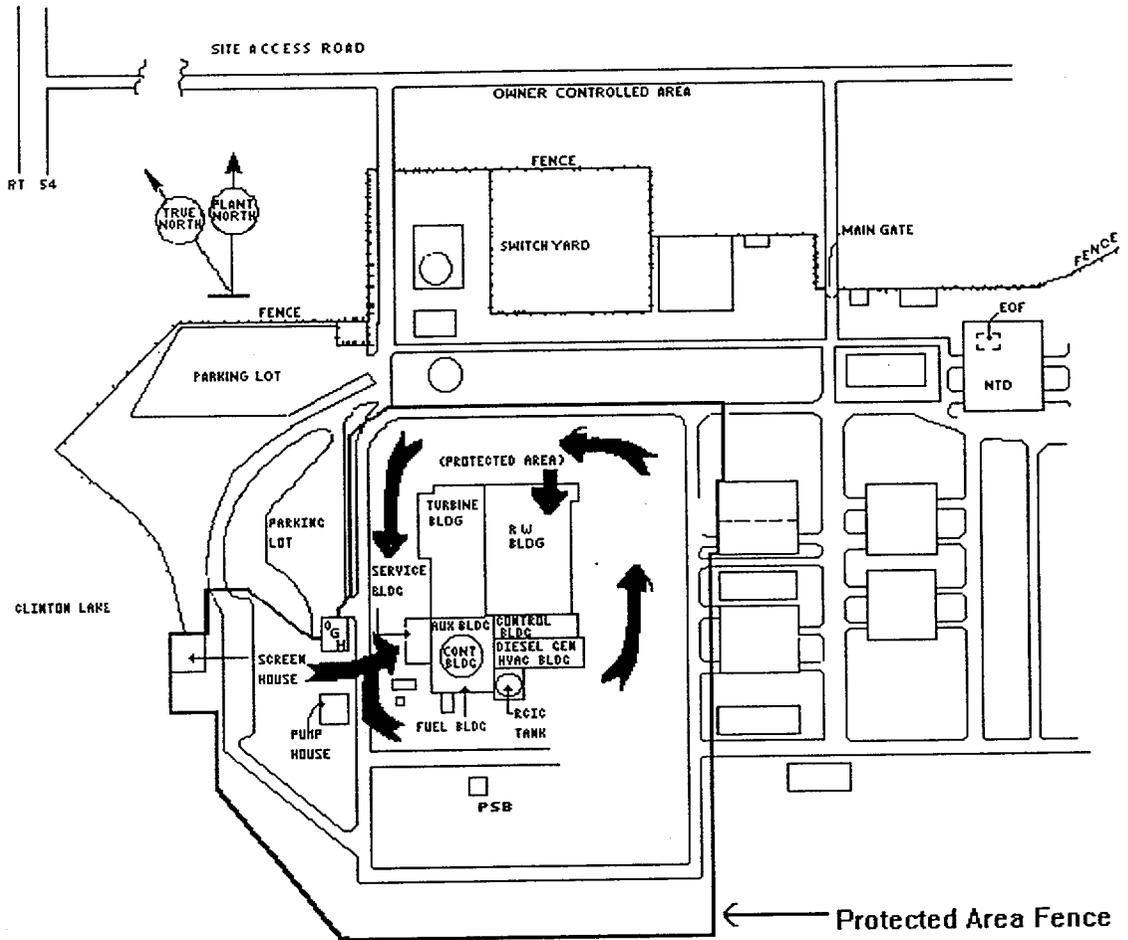
5.0 REFERENCES

1. EC-10, PERSONNEL ACCOUNTABILITY
2. EC-09, SECURITY DURING EMERGENCIES
3. EC-12, EMERGENCY TEAMS
4. RA-04, PERSONNEL MONITORING AND DECONTAMINATION
5. CPS Emergency Plan, Sections 4.3.1.3 and 4.3.1.4
6. PSO-029, EMERGENCY SECURITY NOTIFICATIONS

6.0 ATTACHMENTS

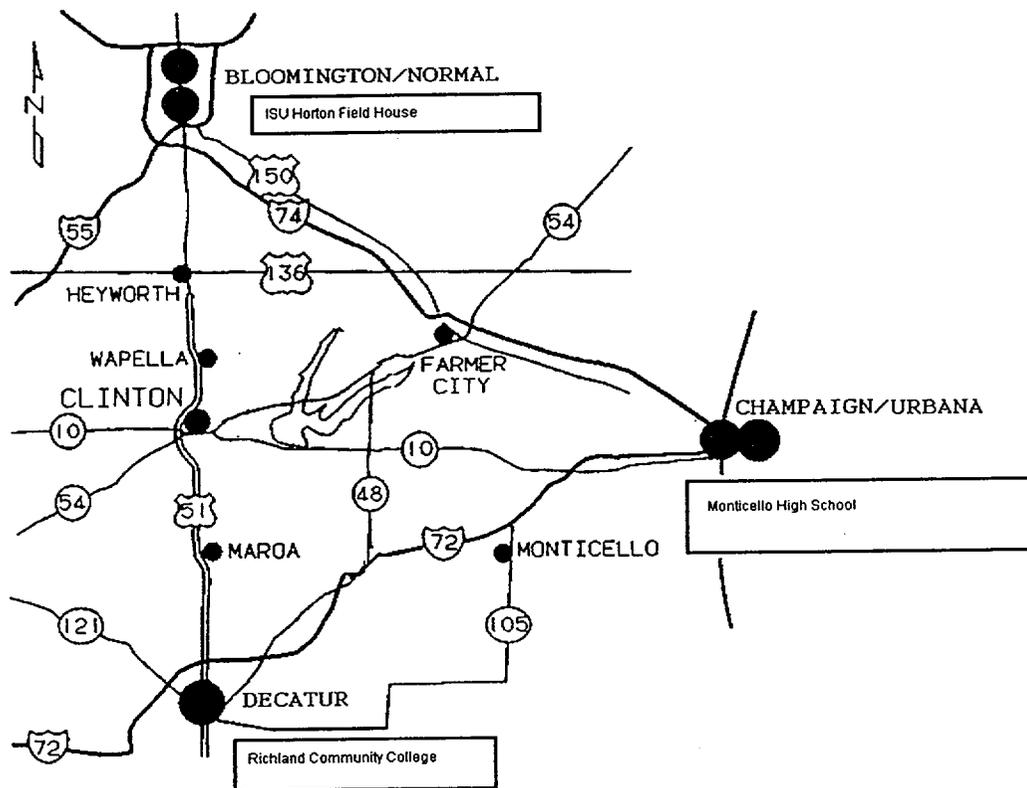
1. ONSITE ASSEMBLY AREAS
2. EVACUATION ROUTES TO OFFSITE REASSEMBLY AREAS
3. LOCATION OF BLOOMINGTON OFFSITE REASSEMBLY AREA
4. LOCATION OF MONTICELLO OFFSITE REASSEMBLY AREA
5. LOCATION OF DECATUR OFFSITE REASSEMBLY AREA

ONSITE ASSEMBLY AREAS



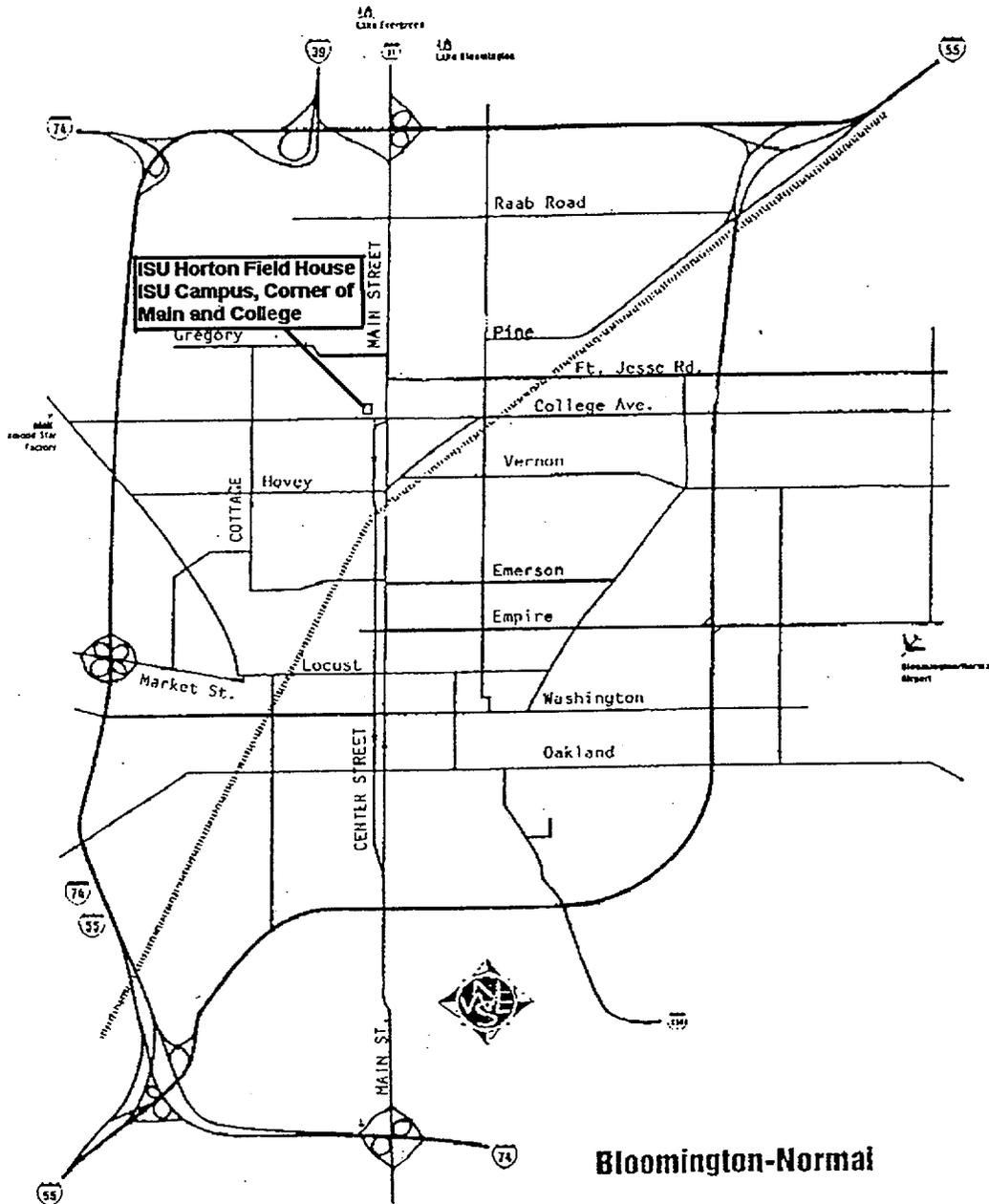
EVACUATION ROUTES TO OFFSITE REASSEMBLY AREAS

- 1) Bloomington, ISU Horton Field House, Corner of Main and College
- 2) Monticello, Monticello High School, 100 W. Jefferson
- 3) Decatur, Richland Community College, One College Park



LOCATION OF BLOOMINGTON OFFSITE REASSEMBLY AREA

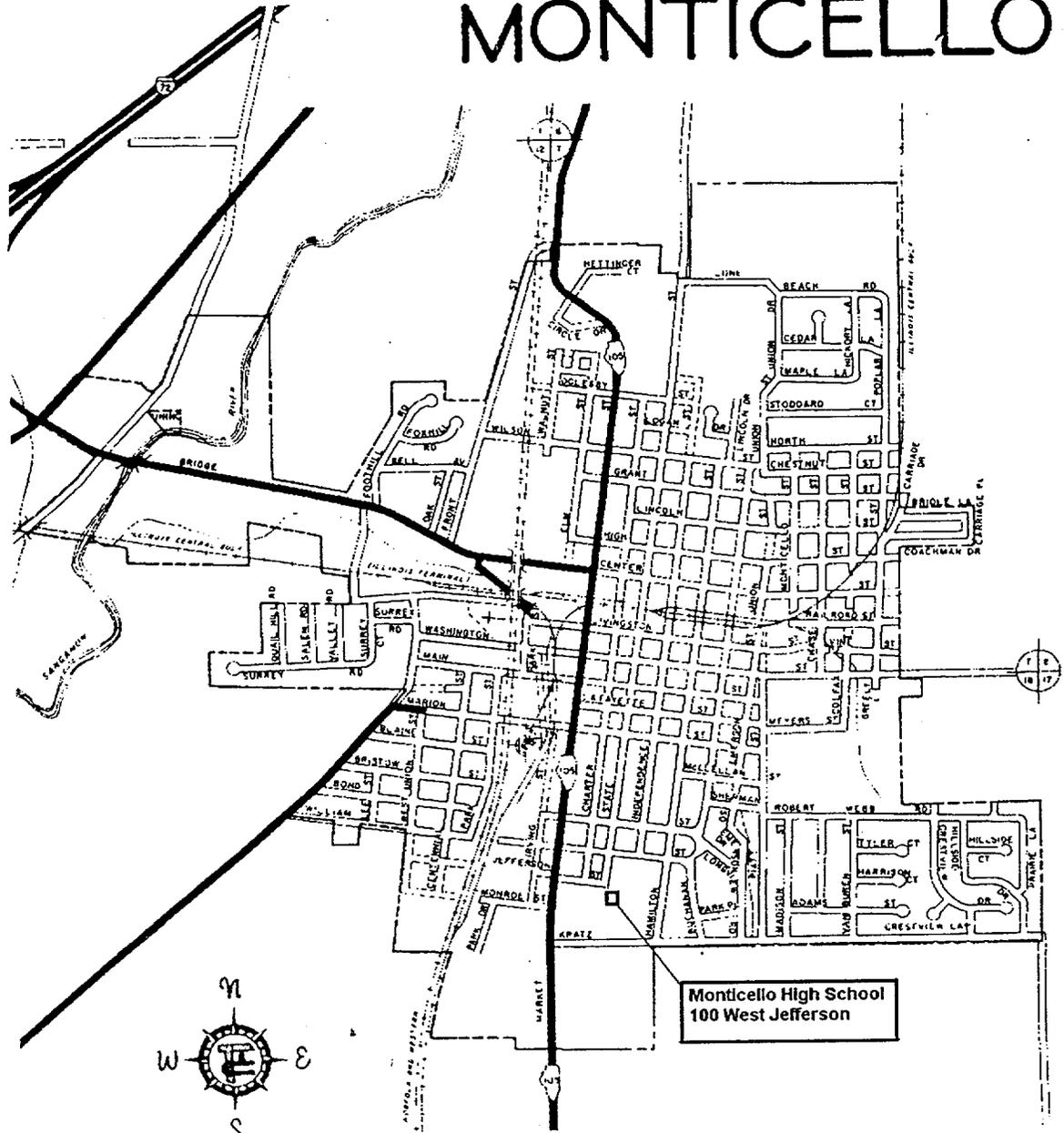
ISU HORTON FIELD HOUSE



LOCATION OF MONTICELLO OFFSITE REASSEMBLY AREA

MONTICELLO HIGH SCHOOL

MONTICELLO



LOCATION OF DECATUR OFFSITE REASSEMBLY AREA

RICHLAND COMMUNITY COLLEGE
Brush College Road

