

Southern Nuclear  
Operating Company, Inc.  
Post Office Drawer 470  
Ashford, Alabama 36312



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FNP-033-NRC-DC  
AUGUST 7, 2000

DIRECTOR, OFFICE OF NUCLEAR REACTOR REGULATION  
ATT: DOCUMENT CONTROL DESK  
C/O JIM MCKNIGHT  
US NUCLEAR REGULATORY COMMISSION  
WASHINGTON, DC 20555

DEAR SIR,

ATTACHED YOU WILL FIND THE NEW REVISION TO THE PROCEDURES LISTED BELOW.

IF YOU HAVE QUESTIONS PLEASE CALL ME AT 334-899-5156 EXTENSION 3439.

FNP-0-EIP-0.0 REVISION 11 (1 COPY)  
FNP-0-EIP-3.0 REVISION 12 (1 COPY)  
FNP-0-EIP-8.0 REVISION 96 (1 COPY)  
FNP-0-EIP-8.3 REVISION 06 (1 COPY)

SINCERELY,

A handwritten signature in cursive script that reads "Donnie Hardy". The signature is written in black ink and is positioned above a horizontal line.

DONNIE HARDY

DOCUMENT CONTROL SUPERVISOR

DCH:llb  
CC: FILE RTYPE A4.54

Memo Disk 1 - NRC

A045

FARLEY NUCLEAR PLANT  
EMERGENCY PLAN IMPLEMENTING PROCEDURE  
FNP-0-EIP-8.0

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NON-EMERGENCY NOTIFICATIONS

PROCEDURE USAGE REQUIREMENTS PER FNP-0-AP-6	SECTIONS
Continuous Use	
Reference Use	
Information Use	ALL

Approved:

  
\_\_\_\_\_  
Nuclear Plant General Manager



Date Issued 7-31-00

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FIGURE 1 FNP INCIDENT NOTIFICATION FORM

## NON-EMERGENCY NOTIFICATIONS

## 1.0 Purpose

This procedure delineates the 48-hour or less reporting requirements for events that occur at the plant that do not result in the declaration of an emergency classification.

## 2.0 References

See Table 1.

## 3.0 General

- 3.1 For declared emergencies, reporting requirements are described in FNP-0-EIP-9.0. A fire or personnel injury may require notifications from both procedures.
- 3.2 Prior to using this procedure to make a non-emergency report, determine if emergency declaration is required, using FNP-0-EIP-9.0.
- 3.3 Notification responsibility. In the event of certain occurrences at Farley Nuclear Plant, several off-site authorities must be notified. It is the responsibility of plant officials to make the notifications to the appropriate authorities. The plant officials responsible for official notifications are:
  - Shift Supervisor
  - Emergency Director
- 3.4 The On-Call Emergency Director (ED) will be informed by the Operations Shift Superintendent (OSS) of any notification required by this procedure. The OSS is responsible for notifying the ED and the Emergency Support Manager (ESM) for those situations listed in this procedure that require them to be notified. The notification of the ESM may be done by the ED if agreed to by the ED and the OSS at time of notification. The ED will determine if the Recovery Manager (RM) needs to be informed of the notification immediately. If the RM is to be notified immediately, the ED will make the notification or direct the OSS to do so.
- 3.5 Incident Notification Form, Figure 1, will be used for transmitting Non-Emergency and Security Notifications to the NRC Operations Center (NRCOC).
- 3.6 Communication equipment operating instructions are located in FNP-0-EIP-8.3. Plant personnel who are familiar with the use of the equipment are not required to have the procedure with them when using the equipment.

- 3.7 Emergency phone numbers are located in FNP-0-EIP-8.1.
- 3.8 The plant notification roster, which contains the home addresses and phone numbers of the plant staff, is located in FNP-0-EIP-8.2.
- 3.9 The On-Call Memo contains the phone number and beeper number of all members of the plant staff who are on call. This memo is located at the front of the Emergency Phone Directory, FNP-0-EIP-8.1.

#### 4.0 Notification Means

**NOTE: When dialing a Federal Telephone System (FTS 2000) phone, do not dial a "1" prior to dialing the 10 digit number.**

- 4.1 The NRCOC shall be contacted by use of the FTS 2000 Emergency Notification System (ENS) for notifications required in one hour or four hours of the occurrence or event.
- 4.2 Phone numbers for use on the FTS 2000 ENS are located on labels on the ENS phones or can be found in FNP-0-EIP-8.1.

**NOTE: Additional FTS 2000 phone circuits are located in the Technical Support Center (TSC) and Emergency Operations Facility (EOF). Not all of the phones are connected at all times. Refer to FNP-0-EIP-8.1.**

- 4.3 For ENS failures, any other FTS 2000 phone can be used to contact the NRCOC by dialing the same numbers as listed on the ENS phones.

**NOTE: FTS 2000 phone numbers can be dialed from any commercial phone, but they must be preceded by a "1", just like dialing any long distance phone number.**

- 4.4 For ENS or FTS 2000 failures, any commercial phone line can be used to contact the NRCOC by accessing an outside line, dialing 1, and then the phone number as listed on the ENS phones.
- 4.5 Other agencies or individuals can be contacted by using the commercial phones. The phone numbers are located in FNP-0-EIP-8.1.

#### 5.0 Notifications for EIP-11, "Handling Of Injured Personnel"

**NOTE: During a declared emergency the Emergency Director will direct all of the EIP-11 notifications. When there is no declared emergency the OSS should continue with the ED notifications until the ED arrives on site or otherwise relieves the OSS of the responsibility.**

- 5.1 Ensure all required FNP-0-EIP-11.0, Guideline 1, notifications are completed.

- 5.2 Notify the Emergency Support Manager.
- 5.3 Notify the Recovery Manager if required by the On-Call ED.
- 5.4 Notify office of Alabama Radiation Control if a radiation casualty is to be transported to an off-site medical facility.
- 5.5 Notify the NRC, per step 10.6, if the injury requires the transport of a radioactively contaminated person to an off-site medical facility.
- 5.6 Occupational Safety and Health Administration (OSHA) shall be notified within 8 hours after learning of a single fatality or in-patient hospitalization of three or more employees as a result of a single work related accident. This requirement applies to any fatality or hospitalization that occurs within 30 days of the work related accident. The OSHA phone number is located in FNP-0-EIP-8.1.
- Report the establishment name, contact name and phone number, number of individuals involved, location, time, and a brief description of the incident.
- 5.7 Refer to the following steps if a transportation accident is involved with an injury or fatality:
- Step 10.7
  - Step 15.4
  - Step 15.7
  - Step 17.0
- 5.8 Refer to the following step if radiation overexposure has occurred or is suspected.
- Step 10.9
- 5.9 If the NRC has not been notified of the event for other reasons refer to step 11 for possible additional notification requirements.
- 6.0 Notification for EIP-13, "Fire Emergencies"

**CAUTION: A PLANT FIRE MAY REQUIRE AN EMERGENCY DECLARATION, DEPENDING ON WHAT EQUIPMENT HAS FAILED.**

**NOTE: During a declared emergency, the Emergency Director will direct all of the EIP-13 notifications. When there is no declared emergency the OSS should continue with the ED notifications until the ED arrives on site or otherwise relieves the OSS of the responsibility.**

- 6.1 The OSS shall ensure the following are notified:
- 6.1.1 Plant Fire Brigade.
  - 6.1.2 When requesting support for Dothan Fire Department (DFD) to FNP, provide the responder with the route to take to the site to avoid unnecessary radiological exposure, if applicable.
  - 6.1.3 Dothan Fire Department, if needed. Call DFD and request that DFD call back to verify the request for assistance. When DFD calls, verify the need for assistance.
  - 6.1.4 Plant Security, if the fire involves breaches of plant security or if off-site agencies are to be escorted on-site.
  - 6.1.5 The On-Call Emergency Director.
  - 6.1.6 The Plant Fire Marshall.
  - 6.1.7 When requesting support from Air Products to FNP, provide the responder with the route to take to the site to avoid unnecessary radiological exposure, if applicable.
  - 6.1.8 Air Products, if the emergency involves a liquid hydrogen tank, a liquid oxygen tank, or associated use systems.
- 6.2 The ED shall notify:
- 6.2.1 Appropriate portions of the Plant Emergency Organization.
  - 6.2.2 Emergency Support Manager, if PCB transformers are involved in the fire-related incident. Provide ESM with appropriate Environmental Protection Agency notification information from FNP-0-EIP-13.0.
  - 6.2.3 NRC (notification to be made as required by appropriate emergency classification.)

**NOTE: See Step 8.0 for One-Hour Special Nuclear Material Reports. See Step 9.0 for One-Hour Reportable Safeguards Events.**

7.0 One-Hour Reports [10CFR 50.72(b)(1)].

If not reported as a declaration of an emergency class per FNP-0-EIP-9.0, the NRC Operation Center and the Emergency Support Manager shall be notified by the OSS or the Emergency Director within one hour of the occurrence of any of the following: (Figure 1 will be used.)

- 7.1 The initiation of any nuclear plant shutdown required by Technical Specifications [10CFR50.72(b)(1)(i)(A)].
- 7.2 Any deviation from the plant's Technical Specifications authorized pursuant to 10CFR50.54(x) (i.e., a deviation from Technical Specifications dictated by emergency conditions) [(10CFR50.72(b)(1)(i)(B)].
- 7.3 Any event or condition during operation that results in the condition of the nuclear power plant, including its principal safety barriers being seriously degraded; or results in the nuclear power plant being: [(10CFR50.72(b)(1)(ii)].
- 7.3.1 In an un-analyzed condition that significantly compromises plant safety, [(10CFR50.72(b)(1)(ii)(A)]. **or**
- 7.3.2 In a condition that is outside the design basis of the plant, [(10CFR50.72(b)(1)(ii)(B)]. **or**
- 7.3.3 In a condition not covered by the plant's operating and emergency procedures [(10CFR50.72(b)(1)(ii)(C)].
- 7.4 Any natural phenomenon or other external condition that poses an actual threat to the safety of the nuclear power plant or significantly hampers site personnel in the performance of duties necessary for the safe operation of the plant [(10CFR50.72(b)(1)(iii)].
- 7.5 Any event that results or should have resulted in Emergency Core Cooling System (ECCS) discharge into the reactor coolant system as a result of a valid signal [(10CFR50.72(b)(1)(iv)].
- 7.6 Any event that results in a major loss of emergency assessment capability, off-site response capability, or communications capability. Examples: [(10CFR50.72(b)(1)(v)].
- 7.6.1 Emergency Response Facilities (one of the following inaccessible or unusable and the facility cannot be restored within 75 minutes of being required [(10CFR50.72(b)(1)(v)]:
- TSC
  - EOF
- 7.6.2 Emergency communications facilities and equipment (one of the following inoperable for over 15 minutes) [(10CFR50.72(b)(1)(v)]:
- ENS

- ENN, loss of ability to communicate with the State of Alabama (Dothan AND Montgomery).
- ENN, loss of ability to communicate with the State of Georgia (Blakely AND Atlanta).
- Microwave communications via Met Tower (total loss).
- Land line communications via Graceba and GTE (total loss).

7.6.3 Public Prompt Notification System [(10CFR50.72(b)(1)(v)].

- Tone alert radio system inoperable for 15 minutes.
- Siren control panel or repeater at Houston County Courthouse inoperable for 15 minutes.
- Simultaneous loss of Gordon, Ashford, and Columbia sirens for 15 minutes.
- Notification that the tone alert radio system or all 3 sirens have failed their functional test. If it is determined that the one-hour report was not necessary, then a corrected report is to be made to the NRC.
- Off-site equipment failures will be reported to APCo Southeast Division.

7.6.4 Emergency Assessment Capability [(10CFR50.72(b)(1)(v)].

- Plant monitors necessary for accident assessment (four or more accident monitoring channels from STS Table 3.3-11 under 48 hour LCO).

7.7 Any event that poses an actual threat to the safety of the nuclear power plant, including fires, toxic gas releases, or radioactive releases [(10CFR50.72(b)(1)(vi)].

8.0 One-Hour Special Nuclear Material Control and Accountability Manual, (10CFR72.74)

The OSS or Emergency Director shall notify the NRC Operations Center and Emergency Support Manager within one hour of occurrence of any of the following:

- 8.1 Any accidental criticality (10CFR72.74.a).
- 8.2 Any loss of licensed special nuclear material as defined in Reference 10 (10CFR72.74.a).

9.0 One-Hour Reportable Safeguards Events, 10CFR73, Appendix G

The OSS or the Emergency Director shall notify the NRC Operations Center and the Emergency Support Manager within one hour of the occurrence of any of the following.

The Licensing Supervisor will prepare a follow-up written report per FNP-0-AP-30. The report shall be documented by completion of the applicable portions of Figure 1.

- 9.1 Fitness-for-duty events are reportable in 24 hours, see step 12.
- 9.2 Any event in which a person has committed or caused, or attempted to commit or cause, or has made a credible threat to commit or cause: (10CFR73, Appendix G.I.a)
- Theft or unlawful diversion of any special nuclear material at FNP or of nuclear fuel enroute to FNP: (10CFR73, Appendix G.I.a.1)
  - Significant physical damage to either FNP unit, spent fuel pool or nuclear fuel transport vehicle to the extent that it cannot perform its normal function: (10CFR73, Appendix G.I.a.2)
  - Interruption of normal operation of either FNP unit through the unauthorized use of or tampering with its machinery, components, or controls, including security systems: (10CFR73, Appendix G.I.a.3)
- 9.3 An actual entry of an unauthorized person into an FNP protected area or vital area with malevolent intent. Examples of partial failures of the access authorization or access control program which are not reportable, yet shall be logged, are listed in paragraph 11.0. (10CFR73, Appendix G.I.b)
- 9.4 The failure, degradation, or discovered vulnerability in a safeguards system that could allow unauthorized or undetected access to an FNP protected area, vital area, or nuclear fuel transport vehicle for which compensatory measures have not been established within ten (10) minutes. (10CFR73, Appendix G.I.c)
- If extenuating circumstances prevent compensation within ten (10) minutes, the event need not be reported within one (1) hour provided there was no malevolent intent, nothing adverse resulted from the delay, and plant security takes appropriate measures to ensure a more timely response or other necessary actions in the future.
- Major loss of security computer function.
  - Major loss of security alarm capability.
- 9.5 An actual or attempted introduction of firearms, explosives, or incendiaries into an FNP protected area, vital area, or nuclear fuel transport vehicle, with malevolent intent and which constitutes a threat or attempted threat to the safety of the plant, plant employees, or the general public. (10CFR73, Appendix G.I.d)
- 10.0 Four-Hour Reports [(10CFR50.72(b)(2)].

If not reported under paragraph 5 of this procedure, or paragraph 6.1, the NRC Operations Center and Emergency Support Manager shall be notified by the OSS or the Emergency Director within four hours of the occurrence of any of the following (Figure 1 will be used):

- 10.1 Any event found while the reactor is shutdown that, had it been found while the reactor was in operation, would have resulted in the nuclear power plant (including its principal safety barriers) being seriously degraded or being in an un-analyzed condition that significantly compromises plant safety. [(10CFR50.72(b)(2)(i)]
- 10.2 Any event or condition that results in a manual or automatic actuation of any Engineered Safety Feature (ESF), including the Reactor Protection System (RPS), except when: [(10CFR50.72(b)(2)(ii)]
- 10.2.1 The actuation results from, and is part of, a preplanned sequence during testing or reactor operation.
- OR**
- 10.2.2 The actuation is invalid **AND**:
- Occurs while the system is properly removed from service.
- OR**
- Occurs after the safety function has already been completed.
- OR**
- Involves only the following specific systems:
    - ◆ Control room emergency ventilation system.
    - ◆ Containment building ventilation system.
    - ◆ Fuel building ventilation system. (Spent Fuel Pool Ventilation)
    - ◆ Auxiliary building ventilation system. (Penetration Room Filtration)
- 10.3 Any event or condition that alone could have prevented the fulfillment of the safety function of structures or systems that are needed to: [(10CFR50.72(b)(2)(iii)]
- 10.3.1 Shut down the reactor and maintain it in a safe shutdown condition, [(10CFR50.72(b)(2)(iii)(A)].
- 10.3.2 Remove residual heat, [(10CFR50.72(b)(2)(iii)(B)].
- 10.3.3 Control the release of radioactive material, or [(10CFR50.72(b)(2)(iii)(C)].
- 10.3.4 Mitigate the consequences of an accident [(10CFR50.72(b)(2)(iii)(D)].

- 10.4 Any airborne radioactive release that, when averaged over a time period of one hour, results in a concentration in unrestricted areas that exceeds 20 times the applicable concentration limits specified in Appendix B, Table 2, column 1 of 10CFR20. [(10CFR50.72(b)(2)(iv)(A)]
- 10.5 Any liquid effluent release that, when averaged over a time period of one hour, exceeds 20 times the applicable concentration specified in Appendix B, Table 2, column 2 of 10CFR20, at the point of entry into the receiving water (i.e., unrestricted area) for all radionuclides except tritium and dissolved noble gases. (Immediate notifications made under this paragraph also satisfy the requirements of paragraphs (a)(2) and (b)(2) of 10CFR20.2202.). [(10CFR50.72(b)(2)(iv)(B)]
- 10.6 Any event requiring the transport of a radioactively contaminated person to an off-site medical facility for treatment. [(10CFR50.72(b)(2)(v)] See step 5 for possible additional reporting requirements.

**NOTE: Paragraph 10.7 also satisfies section 4.1 of the FNP Environmental Protection Plan.**

- 10.7 Any event or situation related to the health and safety of the public or onsite personnel or to protection of the environment, for which a news release is planned or notification to other government agencies has been or will be made. [(10CFR50.72(b)(2)(vi)]

Examples:

- An onsite fatality - See section 5 for possible additional reporting requirements.
  - Inadvertent release of radioactively contaminated materials.
  - Notification of governmental agencies required by FNP-0-AP-60.
- 10.8 Any loss or theft of licensed material in an aggregate quantity equal to or greater than 1000 times the quantity specified in Appendix C of 10CFR20 and under such circumstances that it appears that an exposure could result to persons in unrestricted areas. Immediate notifications made under this paragraph satisfies the requirements of paragraph a(1) of 10CFR20.2201.
- 10.9 Any event involving licensed material that may have caused or threatens to cause an individual to receive any of the doses listed in the below table. Notifications made under this paragraph satisfy the requirements of paragraphs a(1) and b(1) of 10CFR20.2202. See section 5 for possible additional reporting requirements.

TOTAL EFFECTIVE DOSE EQUIVALENT	EYE DOSE	SHALLOW DOSE EQUIVALENT	HOT PARTICLES (See Information Notice 90-48)	
			IN CONTACT WITH SKIN	NOT IN CONTACT WITH SKIN
TEDE	LDE	SKIN OR EXTREMITIES	WHOLE BODY OR EXTREMITIES	
5 REM	15 REM	50 REM	75 $\mu$ ci-hr	50 RAD

- 11.0 Security Quarterly Log. Security Supervision shall record the following events in the Reportable Safeguards Event Quarterly Log within 24 hours of occurrence. Security Supervision will periodically have a copy of Safeguards Event Quarterly Log entries transmitted to Document Control for retention.
- 11.1 Any failure, degradation, or discovered vulnerability in a safeguards system that could have allowed unauthorized or undetected access to an FNP protected area, vital area, or nuclear fuel transport vehicle-had compensatory measures not been established. If it is determined that unauthorized or undetected access could have been gained during any of the following events, a thorough search of the affected area shall be initiated as soon as practicable for sabotage devices, evidence of tampering, or persons who may have achieved unauthorized access. If additional information is subsequently discovered that establishes the event as significant, a one-hour report, as previously described in section 9.0, should be made.
- 11.1.1 A design flaw or vulnerability in a protected area, controlled access area, material access area, or vital area safeguards barrier.
- 11.1.2 A failed compensatory measure such as inattentive or sleeping security personnel, or equipment that fails after being successfully established as an effective compensatory measure for a degraded security system. If security personnel are ineffective because of alcohol or drugs, the security degradation can be logged under 10CFR73.71, and the positive results of the for-cause test included in the data submitted to the NRC under 10CFR26.71(d).
- 11.1.3 Discovery of contraband inside the protected area that is not a significant threat. Such a condition could be the discovery of a few bullets. (If contraband is found in a vehicle located in a parking lot outside the protected area, no report or log entry is required.)
- 11.1.4 Compromise (including loss or theft) of safeguards information that could not significantly assist an individual in gaining unauthorized or undetected access to FNP, or would not significantly assist an individual in an act of radiological sabotage or theft of Special Nuclear Materials.

- 11.1.5 Loss of all AC power supply to security systems, or loss of all computer systems provided adequate compensatory measures can be maintained until systems are restored. If a power loss or computer failure could not enable unauthorized or undetected access, no report or log entry is required. A computer failure would not require reporting if it is negated by an automatic switch over to a functioning backup computer without a time delay. Momentary loss of lighting caused by a power interruption would not require reporting if the loss could not have allowed undetected or unauthorized access.
  - 11.1.6 Uncompensated suppressed alarm point when subsequent investigation reveals no unauthorized entries were made at the alarm point and no additional information is discovered that establishes the event as significant.
- 11.2 Partial failure of the FNP access authorization or access control program. The following are examples of partial failures:
- 11.2.1 A vendor who has been cleared and authorized to receive a badge permitting unescorted access to protected and vital areas inadvertently enters the protected area through a vehicle gate before being searched and issued a badge. When the event is discovered, the individual shall be searched, issued a badge, and corrective actions taken to prevent recurrence.
  - 11.2.2 Search equipment fails and the failure is not detected, thereby allowing unsearched individuals to enter the protected area. If the failure is detected before anyone goes through unsearched, and other available equipment with the same capabilities is used (such as hand-held or walk-through searching devices), no report or log entry is required.
  - 11.2.3 An individual who is required to have an escort for a particular area inadvertently becomes separated from his or her escort, but the escort or another person authorized unescorted access recognized the situation and corrects it. If an individual separates from his or her escort to use a rest room which has limited means of egress and the escort remains nearby and has full view of the egress area, no report or log entry is required.
  - 11.2.4 An employee or contractor enters a vital area improperly without realizing that the card reader is processing a preceding employee's card, or the employee walks in behind another employee without using a key card. This event can be logged even if the employee was not authorized access to any vital area, if the improper entry was inadvertent or without malevolent intent.
  - 11.2.5 An individual enters a vital area to which he or she is authorized unescorted access by inadvertently using an access control medium (key card or badge) intended for another individual who also is authorized unescorted access to the area.

- 11.2.6 An individual authorized only protected area access is incorrectly issued a badge granting vital area access, but does not enter any vital areas or does not enter any vital areas with malevolent intent.
- 11.2.7 Improper control (to include loss or off-site removal) of access control media, including picture badges, keys, key cards or access control computer codes, that could be used to gain unauthorized or undetected access.
- Proper compensation includes preventing successful use of the medium and initiation of measures to determine if the medium was used during the period it was lost or off-site.
  - If it is determined that the medium was used during this period, a report of the event shall be made to the NRC within 1 hour from the time the use was discovered.
  - If it is determined that the medium could not have been used to gain unauthorized or undetected access, the event does not have to be reported or logged. Examples include the following:
- 11.2.7.1 An authorized individual only momentarily takes a badge outside of the protected area, and the event is immediately discovered and corrected by return of the badge before a compromise could occur.
- 11.2.7.2 If a badge or key is only momentarily misplaced, and the event is discovered and corrected before anyone could reasonably use the device for entry.
- 11.2.7.3 If a badge is automatically deleted from the system when taken offsite, a new badge with a different access code is issued to the individual involved upon reentry, and the previous access code is not used in another badge.
- 11.2.8 Card reader failure that causes vital area doors to unlock in the open position or to lock in the closed position, but with no functioning alarm. If card reader failure causes vital area doors to lock in the closed position and the door alarms function properly, no report or log entry is required, provided proper access control measures are implemented before allowing individuals into the vital area.
- 11.2.9 Incomplete pre-employment screening records (to include falsification of a minor nature), or inadequate administration, control or evaluation of psychological tests. Unescorted access of the individual shall be canceled or suspended until the identified anomaly is resolved. If it is determined that unescorted access would have been denied based on developed information, a One-Hour Report is required after discovery of the new information.

- 11.3 Any other threatened, attempted or committed act not defined in ¶9.1 or ¶9.2, with the potential for reducing the effectiveness of the safeguards systems below that committed to in the FNP Security Plan, the FNP Contingency Plan, or the actual condition of such reduction in effectiveness.
- 12.0 Fitness-For-Duty Events (10CFR26.73). The OSS or the Emergency Director shall notify the NRC Operations Center and Emergency Support Manager within 24 hours of the occurrence of any of the following. The report shall be documented by completion of the applicable portions of Figure 1.
- 12.1 Sale, use or possession of illegal drugs within the protected area.
- 12.2 Commission of any of the following acts by a licensed operator, senior operator or FNP supervisory employee.
- 12.2.1 Sale, use, or possession of a controlled substance.
- 12.2.2 Confirmed positive test for a controlled substance.
- 12.2.3 Use of alcohol within the protected area.
- 12.2.4 Determination that the employee is unfit for scheduled work due to the consumption of alcohol.
- 12.3 Fitness-for-duty events shall be reported under 10CFR26.73 (¶9.3), rather than under 10CFR73.71 (¶9.1).
- 13.0 Miscellaneous Notifications
- 13.1 Reactor Trip Breaker Failures (Generic Letter 83-28 Commitment). Other circumstances requiring NRC notification within 24 hours by commercial telephone.
- 13.1.1 Any failure of the UV trip attachment on either a reactor trip breaker or bypass breaker to open or close during functional testing or while in service.
- 13.1.2 Any failure of a reactor trip breaker or bypass breaker to open on demand, either in service or during surveillance testing by either the under voltage trip or the shunt trip.
- 13.2 Overdue Nuclear Fuel Transport Vehicle (10CFR73.67).
- The OSS shall notify the On-Call Reactor Engineer when a nuclear fuel transport vehicle is over four hours overdue, based on its scheduled arrival time. The On-Call Reactor Engineer will initiate a trace investigation to determine if the shipment is lost, stolen or diverted.

**13.3 Inadvertent Siren/Tone Alert Radio Activation**

The OSS or Emergency Director shall notify the Houston County Emergency Management Agency (EMA) upon an inadvertent activation of the tone alert radio system, or an inadvertent activation of the Ashford, Columbia, or Gordon alert siren. Refer to FNP-0-EIP-2.0 for additional requirements.

**14.0 48-Hour Reports (10CFR50.9(b)), Significant Event, Condition or Information)**

If not reported under another paragraph of this procedure, the NRC Operations Center and Emergency Support Manager shall be notified by the OSS or the Emergency Director within 48 hours (or within two working days) of an event, condition, or newly discovered information that has a significant implication for public health and safety (Figure 1 will be used). Such an event, condition, or new information is reportable under 10CFR50.9(b) if it meets both of the following criteria:

14.1 It is not reportable under any other NRC notification or updating requirement.

14.2 It has a significant implication for public health and safety or common defense and security. Significant means that:

14.2.1 It is relevant to the NRC in its regulatory capacity. Information relating solely to economics, labor relations or industrial safety may not be relevant to the NRC's nuclear safety role.

**AND**

14.2.2 It is material, in that it would have a tendency to influence the NRC on the issue of regulatory compliance.

**15.0 Additional Emergency Support Manager Notifications**

To ensure that the appropriate company upper management positions receive timely reports concerning unusual significant events, the guidelines listed below shall be used.

The OSS (unless specifically relieved of such responsibility on an event-by-event basis by the Nuclear Plant General Manager or his alternate, who is designated at the time as the On-Call Emergency Director) shall verbally report the following events to the On-Call Emergency Support Manager:

15.1 Any initiation of an event as outlined sections 7, 8, 9, 10 and 14 of this procedure (taken from 10CFR50, paragraph 50.72).

15.2 "Limiting conditions of operations" (LCOs), as contained in the Technical Specifications that could require unit shutdowns within the next twelve (12) hours.

15.3 Unscheduled shutdowns or power reductions to below 30%.

- 15.4 Serious personnel injuries. See section 5 for possible additional reporting requirements.
- 15.5 Events of high public or news media interest.
- 15.6 False siren activation.
- 15.7 Transportation incidents (49CFR171.15) involving radioactive materials or new fuel in which: (See step 5 for possible additional reporting requirements.)
  - 15.7.1 A person is killed.
  - 15.7.2 A person receives injuries requiring medical treatment.
  - 15.7.3 Measurable property damage occurs to the carrier or to some other entity.
  - 15.7.4 Fire, breakage, spillage, or suspected radioactive contamination occurs.
  - 15.7.5 A continuing danger of life exists at the scene of the incident.
  - 15.7.6 The Emergency Director determines that it is in SNC or APCo's best interest that off-site agencies be notified.
  - 15.7.7 If unable to contact the Emergency Support Manager within four hours, the Emergency Director shall notify the Department of Transportation (DOT) and American-Nuclear Insurers (ANI).
- 15.8 Other events that are not exactly specified above, but which are considered at the time of the occurrence to be of possible concern to upper management.
- 16.0 EPA Notifications
  - 16.1 Reporting of natural oil spills, synthetic oil spills and polychlorinated biphenyl (PCB) spills is addressed in FNP-0-AP-60.
  - 16.2 Reporting of releases, fires or explosions which involve hazardous wastes is addressed in FNP-0-AP-60.
  - 16.3 Reporting of releases of hazardous substances or extremely hazardous substances (including radionuclides) is addressed in FNP-0-AP-60.

**NOTE: Refer to step 15.7 of this procedure for other notification requirements.**

- 17.0 Transportation accidents involving hazardous substances or extremely hazardous substances (including radioactive materials) - see section 5.0 for possible additional reporting requirements involving fatalities or hospitalization.

- 17.1 Ensure that the Department of Transportation/Coast Guard National Response Center has been notified in the event that hazardous materials cause one or more of the following (this is driver/carrier responsibility):
  - 17.1.1 A person is killed.
  - 17.1.2 A person receives injuries requiring hospitalization.
  - 17.1.3 Estimated carrier or other property damage exceeds \$50,000.
  - 17.1.4 Fire, breakage, spillage, or suspected radioactive contamination occurs involving shipment of radioactive material.
  - 17.1.5 Fire, breakage, spillage, or suspected contamination occurs involving shipment of etiologic agents (includes sewage and medical waste).
  - 17.1.6 Continuing danger to life exists at the scene of the incident.
- 17.2 Notify the Emergency Director.
- 17.3 Notify the On-Call Environmental Supervisor (non-rad shipment) or On-Call HP Manager (rad shipment) to prepare a follow-up report per 49CFR171.15 and to assess whether APCo should provide support at the scene of the accident.
- 17.4 Notify the Emergency Support Manager and request that the ESM notify SNC Environmental Services to provide support.

## TABLE 1

**REFERENCES**

1. Joseph M. Farley Nuclear Plant Emergency Plan
2. FNP-0-EIP-3.0, Duties of the Emergency Director
3. FNP-0-EIP-9.0, Emergency Classification and Actions
4. FNP-0-EIP-10.0, Evacuation and Personnel Accountability
5. FNP-0-EIP-11.0, Handling of Injured Personnel
6. FNP-0-EIP-13.0, Fire Emergencies
7. FNP-0-AP-60, Oil Spill Prevention Control and Countermeasures Plan
8. 10CFR50.72, ENS Notification Criteria
9. 10CFR73.71, Reportable Safeguards Events
10. FNP-0-SNM-0, Special Nuclear Material Control and Accountability Manual
11. 10CFR50.9, Reporting Requirements (NS-88-0145)
12. 49CFR171.15, Hazardous Materials Incidents
13. 10CFR26, Fitness for Duty
14. Reporting of Safeguards Events (USNRC Generic Letter 91-03)
15. Enforcement Policy for Hot Particle Exposure (Information Notice 90-48)
16. 29CFR part 1904 - Reporting of Fatality or Multiple Hospitalization Incidents

FIGURE 1

FARLEY NUCLEAR PLANT INCIDENT NOTIFICATION FORM

A. DATE YY MM DD \_\_\_\_ / \_\_\_\_ / \_\_\_\_ TIME HH MM \_\_\_\_ / \_\_\_\_ CENTRAL

B. PERSON MAKING NOTIFICATION:
[ ] SHIFT SUPERINTENDENT [ ] OTHER
PHONE NUMBER 1-334-899-5156 EXT \_\_\_\_ FTS 2000 ENS 700-221-0807

C. EVENT CLASSIFICATION (check appropriate block and list EIP paragraph #\* and CFR paragraph number if available)
[ ] 10 CFR 50.72 NON-EMERGENCY NOTIFICATION
[ ] 10 CFR 50.9(B) SIGNIFICANT EVENT, CONDITION OR INFORMATION
[ ] 10 CFR 73, APP. G REPORTABLE SAFEGUARDS EVENT
[ ] 10 CFR 26.73 FITNESS FOR DUTY EVENT
[ ] 10 CFR 71 SPECIAL NUCLEAR MATERIAL CONTROL
[ ] MISCELLANEOUS NOTIFICATIONS

D. DESCRIPTION:
WHAT HAPPENED:
CAUSE:
CONSEQUENCES:
ACTIONS:
CURRENT STATUS:

E. AGENCIES NOTIFIED PERSON NOTIFIED / TIME
[ ] ALABAMA RADIATION CONTROL DIVISION
[ ] HOUSTON COUNTY EMA
[ ] GEORGIA EMA
[ ] EARLY COUNTY EMA
[ ] NRC OPERATIONS CENTER
[ ] NRC RESIDENT
[ ] EMERGENCY DIRECTOR
[ ] RECOVERY MANAGER
[ ] OPERATIONS MANAGER
[ ] EMERGENCY SUPPORT MANAGER
[ ] OTHER:

F. HAS A PRESS RELEASE BEEN MADE OR PLANNED? [ ] YES [ ] NO
\*Paragraph number is for plant reference only

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SHARED

FNP-0-EIP-8.3  
July 19, 2000  
Revision 6

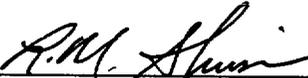
FARLEY NUCLEAR PLANT  
EMERGENCY PLAN IMPLEMENTING PROCEDURE  
FNP-0-EIP-8.3

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COMMUNICATIONS EQUIPMENT  
OPERATING PROCEDURES

PROCEDURE USAGE REQUIREMENTS PER FNP-0-AP-6	SECTIONS
Continuous Use	
Reference Use	ALL
Information Use	

Approved:

  
\_\_\_\_\_  
Nuclear Plant General Manager



Date Issued 7-31-00

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## COMMUNICATIONS EQUIPMENT OPERATING PROCEDURES

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## COMMUNICATIONS EQUIPMENT OPERATING PROCEDURES

### 1.0 Purpose

This procedure provides guidance and instructions for using various communications equipment that is specified in the EIPs.

### 2.0 References

See Table 1.

### 3.0 General

3.1 This procedure provides step-by-step instructions and, in some cases, an outline or quick instructions for operating some of the communications equipment specified in the Emergency Plan Implementing Procedures. When the operator of the communications equipment is familiar with the equipment, then this procedure is not required to be used during equipment operation.

3.2 Telephone numbers for the communications equipment and plant personnel are located in FNP-0-EIP-8.1 or FNP-0-EIP-8.2.

### 4.0 Gai-Tronics Use

4.1 Channel 5 on the public address system is reserved for use during plant emergencies or emergency drills. Other channels of the public address system, if clear, may also be used during emergencies or drills.

4.2 The Gai-Tronics selector switch in the TSC should be maintained in the TSC I COM position for communications among the TSC, EOF, service building auditorium, service building maintenance shop and shift foreman's office. The Gai-Tronics volume control should be turned up before use.

### 5.0 Authentication of Emergency Notifications

5.1 When a declared emergency notification message is sent out over the ENN, authentication of the notification is not required.

5.2 When a declared emergency notification message is sent out by any means other than the ENN, then authentication of that message shall be accomplished by the off-site party utilizing the ENN or by calling the call-back number provided on the notification form.

## 6.0 PAX Phone Usage

- 6.1 Dialing company phones (prefix 276, 286, 257, 832, 288, etc.) from other company phones can be accomplished by first dialing an 8, then the seven digit phone number listed in the EIPs. Do not dial the prefix to dial a phone on the same prefix.
- 6.2 Farley Nuclear Plant extensions, including off premises extensions (OPX) (prefix 276), can be dialed from any other Farley Nuclear Plant extension or OPX by dialing the last four numbers.
- 6.3 Farley Nuclear Plant extensions and OPX (prefix 276) can also be dialed from any Bell phone from outside the company system by dialing 899-5156 or 794-0800, and then asking for or dialing the extension when requested.
- 6.4 Farley Nuclear Plant Direct Inward Dial (DID) extensions (extensions 4500-4999) can be dialed directly from offsite by dialing Area Code 334, Ashford prefix 814, followed by the four digit extension, or as described in step 6.3.
- 6.5 Farley Nuclear Plant DID extensions act like a PAX extension in all respects except as described in step 6.4.
- 6.6 Birmingham APCo corporate headquarters' extensions and OPX (prefix 257) can also be dialed from any Bell phone outside the company system by dialing area code 205 and then dialing the seven digit number.
- 6.7 Birmingham SNC corporate headquarters' extensions (prefix 992) can be dialed from any Bell phone outside the company system by dialing area code 205 then the seven digit number.
- 6.8 All in-state long distance phone calls must be preceded by area code 205, 256 or 334, depending on location.

## 7.0 ROLM Phone Functions

The following steps describe how to perform various functions available on ROLM phones.

- 7.1 **PARK** - allows you to transfer a call to an extension and hold it there.
  - Press park or flash \* 6
  - Dial new extension number

- 7.2 **CALL FORWARDING** - allows you to have your calls ring at another extension.
- Get dial tone
  - Press forward or # 9
  - Dial extension
  - Hang up
- CANCEL CALL FORWARDING**
- Get dial tone
  - Press forward or # #9
  - Hang up
- 7.3 **CAMP ON AUTOMATIC** - allows you to stay on the line and wait for a free outside line or a busy extension.
- Listen for any type of busy signal
  - Remain on the line
  - The call will be placed when the outside line or extension is free
- 7.4 **CAMP ON CALLBACK** - calls you back when there is a free outside line or the busy extension is free.
- Listen for any type of busy signal
  - Press camp or #1
  - Hang up
  - The call will be placed when the outside line or extension is free.
  - When you hear a long ring, pick up the phone to place the call.
  - When camping on an outside line, you may have to press connect to complete the call.
- CANCEL CAMP ON CALLBACK**
- Get dial tone
  - Press camp or # #1
  - Hang up
- 7.5 **HOLD** - allows you to temporarily hang up a line, either to take a call on another line or to attend to another matter, without disconnecting your caller. To make a second call, see Consultation Call.
- Press hold
  - Hang up
- To Reconnect:
- Press line button of call being held
  - Pick up receiver

- 7.6 **CONSULTATION CALL** - allows you to talk privately with a second party while the first party is waiting. During a call:
- Press flash
  - Dial ext. or dial 9 and outside number
- To reconnect with first party:
- Press connect
- 7.7 **CONFERENCE CALL** - allows up to eight parties in a conversation. Call the first person, then use the steps below to add each new party.
- Press flash
  - Dial next ext. or dial 9 and outside number
  - Press CONF or flash \* 4 to connect party
- Reconnect with conference if call is not completed
- Press connect
- To drop the last added party (on the CBX II 9000):
- Press flash
  - Press \*\*4
- 7.8 **CALL PICK-UP** - allows you to answer a call to another extension from your own extension, as long as you know the other extension's number.
- Get dial tone
  - Press pick or \*3
- GROUP PICK-UP** - allows you to pick up a call to an extension in your pick-up group from your own extension without knowing the other extension's number.
- Get dial tone
  - Press pick two times or \*\*3
- 7.9 **TRANSFER** - allows you to transfer a call to another extension or the operator.
- Press transfer
  - Dial extension number
  - Announce caller
  - Hang up
- 7.10 **CONNECT** - allows you to connect to a camped-on or parked call, or a new available outside line.
- Press connect

7.11 **SAVE AND REPEAT** - allows you to “save” a number you have dialed so you can “redial” the number later by pressing the SAVE/REPEAT button again.

To save an extension or outside number:

- Get dial tone
- Dial 9 and outside number or dial extension number
- Press save/repeat or flash #4
- Hang up

To call your saved number:

- Get dial tone
- Press save/repeat or #7

## 8.0 FTS 2000 NRC Phones

The following NRC essential emergency communications functions will be provided by Federal Telephone System (FTS) 2000 voice service.

- **Emergency Notification System (ENS):** Initial notification by the licensee, as well as ongoing information on plant systems, status, and parameters.
- **Health Physics Network (HPN):** Communication with the licensee on radiological conditions (in-plant and off-site) and meteorological conditions, as well as their assessment of trends and needs for protective measures on-site and off-site.
- **Reactor Safety Counterpart Link (RSCL):** Established initially with the base team and then with the NRC site team representatives, once they arrive at the site to conduct internal NRC discussions on plant and equipment conditions separate from the licensee and without interfering with the exchange of information between the licensee and NRC. This is the channel by which the NRC Operations Center (NRCOC) supports NRC reactor safety personnel at the site. In addition, this link may also be used for discussion between the reactor safety team director and the licensee plant management at the site.
- **Protective Measures Counterpart Link (PMCL):** Established initially with the base team and then with the NRC site team representatives, once they arrive at the site, to conduct internal NRC discussions on radiological releases and meteorological conditions and the need for protective actions separate from the licensee and without interfering with the exchange of information between the licensee and NRC. This is the channel by which the NRCOC supports NRC protective measures personnel at the site. In addition, this link may also be used for discussion between the protective measures team director and the licensee plant management at the site.
- **Emergency Response Data System (ERDS) Channel:** This is the channel over which the raw reactor parametric data is transmitted from the site.

- Management Counterpart Link (MCL): Established for any internal discussions between the executive team director or executive team members and the NRC director of site operations or top level licensee management at the site.
- Local Area Network (LAN) Access: Established with the base team and the NRC site team for access to any of the products or services provided on the NRCOC's local area network. This includes technical projections, press releases, status reports, E-mail, and various computerized analytical tools.

#### 8.1 Dialing Procedures

The FTS 2000 Network utilizes dial tone from one of the FTS 2000 Network service nodes located throughout the United States. To place a call over the FTS 2000 Network, a user must do the following:

**NOTE: NO ACCESS CODES NEED TO BE DIALED. ONLY DIAL THE APPROPRIATE 10-DIGIT TELEPHONE NUMBER.**

- Lift the receiver on the telephone instrument and listen for dial tone. After receiving dial tone, dial the first number listed on the sticker located on the telephone instrument, using all 10 digits. If the first number is busy, proceed with the second, etc.

#### 8.2 Phone Numbers Listed on FTS 2000 Phones

##### RED STICKER

301-816-5100 Main  
 301-951-0550 Backup 1  
 301-415-0550 Backup 2  
 301-816-5151 FAX

#### 8.3 Phone Numbers of FTS 2000 Circuits

ENS -	700-221-0807
HPN -	700-221-0802
MCL -	700-221-0806
PMCL -	700-221-0800
RSCL -	700-221-0805
LAN -	700-221-0801
ERDS Unit 1	700-221-0804
ERDS Unit 2	700-221-0803

#### 8.4 Location of FTS 2000 Phones

- Control Room  
ENS Unit 2 SS desk
- Shift Foreman's office  
ENS Communication Equipment Cabinet
- TSC  
ENS Communications cabinet and NRC desk  
HPN Communications cabinet and HP manager desk  
MCL NRC desk  
PMCL NRC desk  
RSCL NRC desk  
LAN NRC desk
- EOF  
ENS Room 105 and room 106  
HPN Room 106 (2 phones)  
MCL Room 105  
PMCL Room 106  
RSCL Room 106  
LAN Room 105

#### 8.5 Failure Notification

In the event of a failure of the FTS 2000 system, the NRCOC should be contacted to arrange repairs with AT&T. The FTS 2000 system or commercial phone lines can be used. The phone numbers used to contact NRCOC for both FTS 2000 phones or commercial phones are those listed in FNP-0-EIP-8.1 or step 8.2 of this procedure. Once contacted, the NRC will have their contractors trouble-shoot the system and make necessary repairs. Once repairs have been completed, the NRC will inform FNP. If the problem is on site, our telecommunications personnel will have to do the trouble-shooting and repairs.

#### 9.0 Portable Cellular Phone in the Security Tower

A portable cellular phone is located in the security tower. This phone can be moved to a different location at the discretion of the emergency director or shift supervisor. This phone is intended for **EMERGENCY USE ONLY**.

- 9.1 The transportable cellular phone has two available phone numbers. The primary number is 334-797-4336 on the Bell South Mobility cellular system (B system). The secondary number is 334-790-3381 on the Cellular One system (A system). Only one of these numbers/systems can be active at any time as the home system. The phone should normally be left on the primary number as the home system.
- 9.2 To determine which number/system is selected, press the recall (RCL) button, then the number (#) button. The current phone number will be displayed.
- 9.3 To change the selected number/system, press the recall (RCL) button, then the number (#) button, then the store (STO) button. The phone will now display the phone number for the system that has just been selected.
- 9.4 A locked phone will be indicated by the display of "LOC'd". The phone should not normally be locked. If the phone is inadvertently locked, press "END/Clr", then dial 336 (the last three digits of the phone number).
- 9.5 The phone should normally be left in the ON position and powered as described in step 9.8. The magnetic mount antennae should be attached to the phone and placed in an area that provides the best signal strength. To turn on the phone, press the "PWR" button. The display will indicate "PWR" in the lower right-hand corner and "NoSvc" (no service) next to it. After the phone has acquired a signal, it will display a signal strength display of an S, with bars to its right. The more bars that are displayed indicates higher signal strength. Adjust the position of the antennae to obtain the highest signal strength. If "NoSvc" remains displayed, move to a different location.
- 9.6 To receive calls, when the phone rings, simply pick up the phone and start talking -- **do not try to use the hands-free mode**. At the end of the conversation, hang up the phone and press the "End/CLR" button. The phone will remain connected and not be able to receive additional calls unless the "End/CLR" button is pushed.
- 9.7 To place calls, enter the desired number. If an error is made, press "End/CLR" to clear the last number or hold it down to erase the entire display. When the number is entered, press "Snd" and pick up the handset - **do not try to use the hands-free mode**. At the end of the conversation, hand up the phone and press the "End/CLR" button. The phone will remain connected and unavailable to receive additional calls unless the "End/CLR" button is pushed. Because the plant is on a fringe area, some of the calls that may normally be considered local could be long distance. If your local call does not go through, try it with the area code.

- 9.8 The normal power supply for this phone will be the 12 volt DC regulated power supply. This power supply can be plugged into any 120 volt AC wall outlet. The cigarette lighter plug should then be plugged into the 12 volt DC power supply. Being plugged into the power supply will keep the installed battery charged. When plugged into the power supply, the phone should normally remain powered up.
- 9.9 The backup power supply for this phone is the installed battery. In standby operation, the battery should last approximately 10 to 12 hours. While operating in the talk mode, the battery will only last a maximum of 90 to 120 minutes. To determine the remaining battery capacity, push the "Fcn" button, then 4. A "b" will be displayed with bars to the right. The more bars displayed indicates a higher battery capacity; with just a "b" displayed indicates minimum capacity.
- 9.10 Volume of the ringer can be adjusted by using the button on the side of the phone when no call is in progress. Volume of the earpiece can be adjusted when a call is in progress using the same button. Holding the button down will either raise or lower the volume. After releasing the button and pressing it a second time, the volume will go in the other direction. A volume meter will be displayed; the more bars that are displayed, the higher the volume.
- 9.11 For other specific details of phone operation, see the user's manual that is enclosed with the phone.

#### 10.0 Emergency Response Data System (ERDS)

**NOTE: THIS PROCEDURE CAN BE PERFORMED FROM ANY PLANT COMPUTER TERMINAL FOR THE UNIT THAT IS TO SEND DATA TO THE NRC. TERMINALS ARE LOCATED IN THE CONTROL ROOM, TSC, AND COMPUTER ROOM.**

**IF THE PLANT COMPUTER IS IN A SPECIFIC FUNCTION, SUCH AS POINT DETAIL, "ESCAPE" WILL HAVE TO BE PUSHED TO EXIT THAT FUNCTION PRIOR TO STARTING ERDS TRANSMISSION.**

**STEPS 10.1 THROUGH 10.6 DESCRIBE THE OPERATION OF THE REGULATORY REQUIRED ERDS THAT IS REQUIRED TO BE STARTED UP AT AN "ALERT" CLASSIFICATION OR HIGHER. NON-REGULATORY ERDS, FOR USE IN THE TSC, EOF AND EOC, IS DESCRIBED IN STEP 10.7.**

#### 10.1 Rapid REGULATORY ERDS Startup

- 10.1.1 If you are not familiar with operation of the plant computer and the ERDS function, or problems are encountered, then proceed to step 10.2 for detailed operating instructions.
  - 10.1.2 Ensure that you are at a terminal that is dedicated to or selected to the unit from which you want to send data.
  - 10.1.3 Access computer services screen and select the ERDS function.
  - 10.1.4 From the ERDS screen, select the "start transmission" message. The confirmation screen should now be displayed.
  - 10.1.5 If there are any ERDS alarms activated in the TSC, proceed to step 10.6.
- 10.2 Accessing the REGULATORY ERDS Status Display
- 10.2.1 Ensure that you are at a plant computer terminal for the unit that is to send the information to the NRCOC, or that the correct unit is selected on dual unit terminals.
  - 10.2.2 Press the HOME key. The cursor should move to the upper left-hand corner of the screen. If it does not, press ESCAPE, then HOME again.
  - 10.2.3 Press the COMPUTER SERVICES button. The display should change to the computer services screen.
  - 10.2.4 From the computer services screen, tab to EMERGENCY RESPONSE DATA SYSTEM (ERDS), then press SELECT. The EMERGENCY RESPONSE DATA SYSTEM STATUS page should be displayed.
  - 10.2.5 To leave the ERDS STATUS page without changing ERDS status, press the ESCAPE button.
  - 10.2.6 To start ERDS transmission to the NRCOC, proceed to step 10.3.
  - 10.2.7 To terminate ERDS transmission to the NRCOC, proceed to step 10.4.
  - 10.2.8 To view ERDS display screens, proceed to step 10.5.
  - 10.2.9 To respond to ERDS alarms, proceed to step 10.6.

- 10.3 Starting REGULATORY ERDS Transmission to the NRCOC
- 10.3.1 Perform step 10.2 if the current display is not EMERGENCY RESPONSE DATA SYSTEM STATUS for the affected unit.
- 10.3.2 The status of the ERDS system should normally be as indicated in Figure 3. The system will still be able to transmit to the NRC if at least one unit ERDS does not have a TSC alarm, and that same unit is not already transmitting data.
- 10.3.3 Use the TAB keys to verify that the cursor is on "SELECT TO START TRANSMISSION OF ERDS DATA TO THE NRC", and press the SELECT button. The display should change to the ERDS confirmation screen (Figure 4).

**NOTE: IT MAY TAKE UP TO SEVEN MINUTES FROM THE TIME THAT CONFIRMATION OF TRANSMISSION IS SELECTED UNTIL THE ACTUAL TRANSMISSION WILL BE STARTED.**

- 10.3.4 Use the TAB keys to verify that the cursor is on "SELECT TO CONFIRM THE ACTIVATION OF ERDS", and press SELECT. The display should remain on the same screen with the message changed to "SELECT TO CONFIRM THE TERMINATION OF ERDS". **Do not** press SELECT with the termination message displayed, or ERDS transmission will be terminated!
- 10.3.5 Press ESCAPE to exit the ERDS function.
- 10.3.6 To determine the status of ERDS, access the ERDS STATUS screen (Figure 3), per step 10.1. If the ERDS PC has started the transmission process, "ERDS DATA TRANSMISSION REQUESTED?" should say OK, and "ERDS 1(2) TRANSMITTING UNIT 1(2) DATA" should say YES. There is no way, from the plant computer terminal, to determine if the actual transmission process is in operation. Within five minutes of the status page changing to this state, ERDS will call the NRCOC and start transmission. If the connection cannot connect, the ERDS alarm in the TSC (for that unit) will also alarm.
- 10.3.7 Press ESCAPE to exit the ERDS function.

## 10.4 Terminating REGULATORY ERDS Transmission to the NRCOC

**NOTE: THE NRC CAN TERMINATE THE TRANSMISSION OF DATA AT ANY TIME. THE ONLY INDICATION THAT THIS HAS OCCURRED WOULD BE FROM THE "ERDS STATUS" DISPLAY. FOR ONE MINUTE AFTER THE TERMINATION WAS DONE, THE STATUS BARS FOR TRANSMITTING FROM THE UNIT THAT WAS TRANSMITTING WILL GO TO A REVERSE VIDEO MESSAGE THAT STATES, "THE NRC HAS TERMINATED TRANSMISSION OF DATA FROM THE ERDS COMPUTER". AFTER ONE MINUTE, THAT DISPLAY WILL GO AWAY AND THE DISPLAY SHOULD LOOK LIKE THE ONE IN FIGURE 3.**

10.4.1 Perform step 10.2 if the current display is not "EMERGENCY RESPONSE DATA SYSTEM STATUS" for the affected unit.

10.4.2 Using the TAB, verify that the cursor is on "SELECT TO STOP ERDS TRANSMISSION TO THE NRC", then press the SELECT key. The display should change to the confirmation display.

10.4.3 Using the TAB, verify that the cursor is on "SELECT TO CONFIRM THE TERMINATION OF ERDS", and press SELECT.

10.4.4 Press ESCAPE to exit the ERDS function.

## 10.5 Viewing REGULATORY ERDS Group Displays

**NOTE: THE VALUES THAT ARE DISPLAYED ON THE ERDS GROUP REVIEW PAGES MAY DIFFER FROM WHAT IS SEEN ON THE NORMAL GROUP REVIEW PAGES. THE DATA DISPLAYED ON THESE PAGES SHOWS ONE MINUTE AVERAGES, INSTEAD OF BEING CONSTANTLY UPDATED. MANY OF THE VALUES DISPLAYED ARE EITHER AVERAGES OF MULTIPLE INSTRUMENTS OR AN AUCTIONEERED HIGH OR LOW VALUE, INSTEAD OF JUST SINGLE INSTRUMENT VALUES.**

10.5.1 Perform step 10.2 if the current display is not "EMERGENCY RESPONSE DATA SYSTEM STATUS" for the affected unit.

10.5.2 From the ERDS STATUS display, press PAGE DOWN to view the group review pages. From the group review pages, you can page back to the STATUS display by pressing PAGE UP.

- 10.5.3 While viewing the ERDS group review pages, the same functions that are available from other group review pages (such as Point Detail) are also available. When you press ESCAPE to exit the Point Detail, you will also exit the ERDS function.
- 10.5.4 Press PAGE FORWARD or PAGE BACK to view the other group review pages.
- 10.5.5 Press ESCAPE to exit the ERDS function.
- 10.6 Response to REGULATORY ERDS TSC Alarms
- 10.6.1 There are two alarms, one for Unit 1 ERDS personal computer and one for Unit 2 ERDS personal computer, with audible and visual indication in the TSC. When there is no data being transmitted to the NRC, these alarms will actuate if the PC is not communicating properly with either Unit 1 or Unit 2 plant computer. When data is being transmitted or attempted to be transmitted, the alarm will actuate for any problem with the plant computer or any of the communications equipment that would prevent transmitting data from that PC to the NRC.
- 10.6.2 If attempting to transmit from either unit ERDS PC and the alarm for that unit actuates, the ERDS should attempt to transmit via the opposite unit's PC if that unit is not already transmitting. It may take up to five minutes to complete the connection. If the connection can still not be made, then the second ERDS alarm will actuate.

**CAUTION: SENDING PERSONNEL TO THE COMPUTER ROOM MAY REQUIRE THE GUIDANCE OF FNP-0-EIP-14, "PERSONNEL MOVEMENT, RELOCATION, REENTRY AND SITE EVACUATION", DEPENDING ON PLANT AND EMERGENCY STATUS.**

- 10.6.3 If the ERDS alarm has sounded while attempting to transmit, contact computer services personnel to determine if the ERDS is transmitting data to the NRCOC. This will require entry into the computer room for the affected unit. Contacting the NRCOC on the FTS 2000 system can also be used.
- 10.6.4 If the ERDS alarm sounds in a non-emergency condition, contact computer services to determine the cause.
- 10.6.5 If necessary, have computer services personnel correct the problem.

10.6.6 If the ERDS system is incapable of transmitting data to the NRCOC during a declared emergency, report this to the NRCOC.

#### 10.7 Operation of NON-REGULATORY ERDS

Instructions for operation of the Non-Regulatory ERDS are discussed in FNP-0-EIP-9.1.

#### 11.0 Community Alert Network (CAN)

The Community Alert Network (CAN) will be the normal method of contacting on-call TSC and EOF personnel upon activation of those facilities. Normally, the full staff of both facilities will be called out at the ALERT level.

For an actual emergency call-out, request that both a CAN INBOUND activation per step 11.2, and a CAN OUTBOUND actuation per step 11.3 be activated.

During activation drills or plant emergency drills, activate portions of the CAN as instructed by a drill monitor or Emergency planning staff.

Call-out can be accomplished in three ways; the preferred sequence is listed below:

1. CAN INBOUND - (PAGER ACTIVATION) The CAN system activates all CAN pagers and the on-call crew calls in to the 800 number displayed to receive the message (STEP 11.2).
2. CAN OUTBOUND - The CAN system calls all home phone numbers of personnel on the on-call memo and provides the message (STEP 11.3).
3. MANUAL CALL-OUT - The communicator contacts the on-call crew individually, using either pagers or home phone numbers (STEP 11.4)

**NOTE: A COPY OF TABLE 2, WITH THE CURRENT PASSWORD, IS LOCATED WITH THE UNIT 2 SHIFT SUPERVISOR, THE SECONDARY ALARM STATION (SAS) OPERATOR, AND THE SECURITY SHIFT FOREMAN. TABLE 2 CAN BE USED TO START THE CAN ACTIVATION PRIOR TO REFERRING TO THIS PROCEDURE.**

#### 11.1 Determine the Message to be Sent.

Based on plant conditions, the Shift Supervisor/Emergency Director should select one of the messages that is to be sent from Table 2.

## 11.2 CAN Inbound (pager activation)

If there is a general failure of the CAN system, then call-out of the on-call staff should be accomplished using step 11.4.

- 11.2.1 Determine the message number to be sent per step 11.1.
- 11.2.2 Obtain the CAN password from Table 2 in the sealed envelope located in the Unit 2 shift supervisor's desk, the SAS, or from the security foreman.
- 11.2.3 Initiate a call to the CAN hotline, 1-800-552-4226. If the CAN cannot be reached at the 800 number, the backup number is 1-518-862-0411 or a final number to try is 1-518-862-0987.
- 11.2.4 When the CAN operator answers, provide the information listed in Table 2.
- 11.2.5 After receiving the above information, the CAN operator will activate the CAN; pagers will be activated. A 1-800 number will be displayed on the pagers.
- 11.2.6 The security force member (SFM) in the SAS (CSC tower) has a CAN pager. When it is activated, the SFM will call the shift clerk to report pager activation. If, after a reasonable time, there is no report from the security tower, contact security. If, in fact, the pager has not activated, call the CAN hotline.
- 11.2.7 Approximately ten minutes after pager activation, the CAN operator will telecopy a report to the TSC and the SAS telecopiers.

**NOTE: POSITIONS WITH 99 MINUTES INDICATED FOR RESPONSE TIME ARE NOT ON CALL AND WILL NOT BE RESPONDING TO THE PLANT, BUT ARE AVAILABLE TO RESPOND IF NEEDED.**

- 11.2.8 The communicator will review the report to determine if any position was not filled.
- 11.2.9 Approximately 10 minutes after the first report, a second and final report will be sent to the TSC and the SAS.
- 11.2.10 If first report indicates that no positions were filled, indicating a system-wide paging failure, proceed to step 11.3 to perform a FARLEY CAN OUTBOUND message.

11.2.11 Initiate actions of step 11.4 for any positions that were not indicated as being filled on the first report.

11.2.12 The second report can be used to help determine which positions were filled.

### 11.3 Farley CAN Outbound

If there is a general failure of the CAN system, then call-out of the on-call staff should be accomplished using step 11.4.

11.3.1 Determine the message number to be sent per step 11.1.

11.3.2 Obtain the CAN password from Table 2 in the sealed envelope located in the Unit 2 shift supervisor's desk, the SAS, or from the security foreman.

11.3.3 Initiate a call to the CAN hotline, 1-800-552-4226. If the CAN cannot be reached at the 800 number, the backup number is 1-518-862-0411 or a final number to try is 1-518-862-0987.

11.3.4 When the CAN operator answers, provide the information listed in Table 2.

11.3.5 After receiving the above information, the CAN operator will initiate a phone call to the home phone numbers of all individuals listed on the on-call memo.

11.3.6 After activation of the outbound system, the CAN operator will telecopy a report to the TSC.

**NOTE: POSITIONS WITH 99 MINUTES INDICATED FOR RESPONSE TIME ARE NOT ON CALL AND WILL NOT BE RESPONDING TO THE PLANT, BUT ARE AVAILABLE TO RESPOND IF NEEDED.**

11.3.7 The communicator will review the report to determine if any position was not filled.

11.3.8 Initiate actions of step 11.4 for any positions that were not indicated as being filled on the first report.

11.4 Manual Call-Out

- 11.4.1 Determine the message to be sent per step 11.1; this is the information that should be provided to the individuals that you are calling.
- 11.4.2 Use Table 3 as a guide for establishing a call list.
- 11.4.3 Establish a call-back phone number different from the phone being used to place calls.
- 11.4.4 Utilize as many people as possible to place calls to minimize the time required to contact on-call staff.
- 11.4.5 If a system-wide pager failure is not indicated, individual pager numbers from the on-call memo may be activated in an attempt to contact individuals.
- 11.4.6 Call home phone numbers from the on-call memo.
- 11.4.7 Continue attempts to contact at least one individual for each position listed on Table 3 until all positions are filled.
- 11.4.8 If any position cannot be filled, inform the emergency director.

11.5 CAN User Response

**NOTE: A TOUCH TONE TELEPHONE IS REQUIRED TO RESPOND TO THE PROMPTS.**

- 11.5.1 When the on-call individual (caller) receives a page with the 800 number, the caller should immediately call the 800 number from a touch tone telephone.
- 11.5.2 If there is no touch tone phone or one that can be switched to touch tone, the caller should call the plant at the numbers listed below and ask for the SAS operator or the shift clerk to determine the required response.

SAS Operator	794-0800 or 899-5156	EXT. 2336
	899-4614	
Shift Clerk	794-0800 or 899-5156	EXT. 4532/6068/2445
	814-4532	

- 11.5.3 It may take more than one call to connect with the CAN system. If contact cannot be made with the CAN system 800 number in a reasonable amount of time, contact the shift clerk as described in step 11.5.2.
- 11.5.4 When the CAN system answers, it will deliver this message: "This is the Community Alert Network emergency response activation service for Farley Nuclear Plant. Please enter your 9 digit social security number now..."
- 11.5.5 Enter your 9 digit social security number.
- 11.5.6 If a valid social security number was entered, the CAN would deliver one of the messages listed on Table 2, followed by "Enter the number of minutes it will take you to reach the facility now..."

**CAUTION: DO NOT ENTER ZERO (0) MINUTES; THE SYSTEM DOES NOT RESPOND WELL!**

**NOTE: THE COMMITMENT FOR STAFFING THE EMERGENCY RESPONSE FACILITIES IS THAT THEY WILL BE STAFFED AND READY TO PERFORM THEIR FUNCTIONS WITHIN 75 MINUTES TOTAL FROM THE TIME OF A DECLARATION FOR WHICH THEY ARE REQUIRED TO BE STAFFED. THE 75 MINUTE NUMBER IS BASED ON 15 MINUTES FOR NOTIFICATION AND 60 MINUTES TO GET TO THE FACILITY AND BE READY TO PERFORM FUNCTIONS. THIS TIME WILL INCLUDE THE NECESSARY TIME TO DRESS, TRAVEL, GET THROUGH THE PAP. AS AN ON-CALL INDIVIDUAL, YOU ARE OBLIGATED TO BE READY TO MEET THESE TIME REQUIREMENTS.**

- 11.5.7 If you are in an on-call status, enter a number greater than zero, but less than 60.
- 11.5.8 If you are not in an on-call status, but called in for information, enter 99. This will alert the SAS operator or shift clerk that you will not be responding to the plant, but are available to respond if needed.
- 11.5.9 The computer will respond with, "This is the end of the message".
- 11.5.10 If the Farley outbound system is activated, the CAN system will call all of the phone numbers of those people who are on the on-call list. When you answer your phone, the CAN system will respond as described in

step 11.5.4. If the CAN system receives no valid social security number, it will call back two more times.

## 12.0 Telecopier Operation

**NOTE: THE FIRST STEPS OF THIS SECTION DESCRIBE THE BASIC PROCEDURE FOR TRANSMITTING THE INITIAL NOTIFICATION MESSAGE OF A DECLARED EMERGENCY. THE SAME BASIC PROCEDURE CAN BE FOLLOWED FOR TRANSMITTING ANY MESSAGE.**

**THESE INSTRUCTIONS FOR OPERATION OF THE TELECOPIER ARE INTENDED AS GUIDANCE AND ARE NOT REQUIRED TO BE FOLLOWED IN A RIGID STEP-BY-STEP MANNER.**

### 12.1 Verify Telecopier Operability

12.1.1 Ensure the telecopier(s) is (are) energized and displaying the correct date and time. (This shows that the telecopier is on standby and ready for use.)

12.1.2 If the correct date and time are displayed, then proceed to step 12.2. If the correct date and time are not displayed, then perform step 12.11 and return to step 12.2.

12.2 Instruct all stations via ENN to ensure their telecopier is in receive mode.

12.3 Insert documents face down into either operable Canon FAX-L770 automatic document feeder.

**NOTE: ONE-TOUCH SPEED DIALING NUMBERS ARE IDENTIFIED IN STEP 12.14 AND IN FNP-0-EIP-9.0, FIGURE 3, ALONG WITH KEYPAD ABBREVIATIONS.**

**CAUTION: PRESSING THE STOP BUTTON WILL RESULT IN THE TERMINATION OF ANY TRANSMISSIONS IN PROGRESS. RE-TRANSMISSION WILL BE REQUIRED.**

### 12.4 Transmission to Multiple Locations

- 12.4.1 Determine the group dialing number from FNP-0-EIP-9.0, Figure 3.

**CAUTION: IF A "MEMORY FULL" MESSAGE APPEARS WHEN TRANSMITTING A DOCUMENT, CLEAR MEMORY PER STEP 12.12 AND ATTEMPT TO TRANSMIT AGAIN.**

- 12.4.2 Press the button determined from FNP-0-EIP-9.0, Figure 3. The document will be stored in memory and then transmitted. Transmission has started when the green light flashes.
- 12.4.3 If both telecopiers are operable when the original document has been stored in memory in the first telecopier, return to step 12.3 for the second telecopier.
- 12.4.4 Re-transmission to individual locations. Press the one-touch speed dialing number that corresponds to the coded speed dialing number for the specific location (reference step 12.14 or FNP-0-EIP-9.0, Figure 3).

OR

Retransmit the message to a different location per step 12.9

- 12.5 When transmission is complete, an activity report will be printed. Verify that the required locations received the message per this report. If an error occurred in the transmission to any location, an error will be indicated with the number of the location not receiving a copy.
- 12.6 Re-transmit to all locations that failed to receive telecopy per step 12.4.4 or 12.9.
- 12.7 The machine is now ready for another transmission.
- 12.8 Verify receipt of all transmissions using the ENN.
- 12.9 Transmitting Documents Manually
- 12.9.1 Insert documents face down into the document feeder.
- 12.9.2 Dial the number from the keypad on the machine according to the desired location for the transmission.
- 12.9.3 Press START (GREEN KEY). It will feed the document in and then transmit it.
- 12.9.4 If the line is busy or there is no answer, it will attempt two redials.

## 12.10 Trouble-Shooting

Refer to Canon Instruction Book for trouble-shooting.

## 12.11 Registering the Date and Time

12.11.1 Open both speed dialing covers and press the DATA REGISTRATION BUTTON.

**CAUTION: IF YOU PAUSE AND DO NOT MAKE ANY ENTRIES FOR MORE THAN 60 SECONDS, THE TELECOPIER RETURNS TO STANDBY.**

12.11.2 With REGISTRATION / 1. DATA REGISTRATION displayed, press SET.

12.11.3 With DATA REGISTRATION / 1. USER SETTINGS displayed, press SET.

12.11.4 With USER SETTINGS / 1. DATE & TIME displayed, press SET.

12.11.5 Use the number keys and the cursor keys to set the correct time in the 24 hour format.

12.11.6 With the correct date and time now displayed, press SET.

12.11.7 Press STOP, then close the one-touch speed dialing panels.

## 12.12 Clearing the Memory of Documents That Could Not be Sent:

**NOTE: ANY TIME A MESSAGE IS STORED IN MEMORY AND CANNOT BE SENT, IT WILL REMAIN IN MEMORY. IF THIS OCCURS SEVERAL TIMES AND THE MEMORY FILLS UP, NO MESSAGES CAN BE SENT BY ONE-TOUCH DIALING.**

12.12.1 Press the STOP pushbutton.

12.12.2 Open both of the one-touch speed dialing panels and press "memory reference".

12.12.3 Press "5", then press "SET" to call up the clear memory file.

- 12.12.4 If a TX/RX number appears in lower right-hand corner of the display, press "SET", then press ":"\*" to erase that message. Continue to press "SET", then "\*" until there is no number displayed in the lower right-hand corner of the display.
- 12.12.5 Press "STOP", then close both one-touch speed dialing panels.
- 12.12.6 Any messages that were in the process of being transmitted will be lost and must be re-transmitted.

**NOTE: IF A DOCUMENT HAS BEEN RECEIVED IN MEMORY, BUT NOT PRINTED DUE TO EMPTY PAPER TRAY OR OTHER PROBLEMS, THE MESSAGE "RECEIVED IN MEMORY" WILL BE FLASHING.**

- 12.13 Clearing memory of documents received but not printed by loading paper, changing the cartridge, or fixing whatever the error that caused the message not to print will cause the message to be printed automatically.
- 12.14 TSC/EOF telecopiers one-touch speed dialing numbers
- 12.14.1 To determine which group or individual dialing number to use, based on the current status of the emergency, refer to FNP-0-EIP-9.0, Figure 3.
- 12.14.2 Alabama Telecopier Individual Speed Dialing Numbers:

One Touch Speed Dialing	Coded Phone Number	Location/ Telephone Number	Keypad Abbreviation
01	9P1334-264-4396	AL Rad.Control Division (334-264-4396)	ARCD
02	9P1404-627-4850	GEMA (404-627-4850)	GEMA
03	1535	AL Rad.Control Division Houston Co. (AL FEOC) (OPX 1535)	AL FEOC
04	2455	Early Co. EMA (GEMA FEOC) (OPX 2455)	GA FEOC
05(from TSC)	1035	EOF (OPX 1035)	EOF
05(from EOF)	1155	TSC (OPX 1155)	TSC
06	8-992-5473	General Office EOC (8-992-5473)	GO-EOC
07	9P1205-280-2495	AEMA (205-280-2495)	AEMA
08	9P18504887841	Florida Dept. of Emergency Management	FDEM
09	8-276-4661	Simulator Used for Drills	SIM

12.14.3 Georgia Telecopier Individual Speed Dialing Numbers:

One Touch Speed Dialing	Coded Phone Number	Location/ Telephone Number	Keypad Abbreviation
01	9P1334-264-4396	AL Rad.Control Division (334-264-4396)	ARCD
02	9P1404-627-4850	GEMA (404-627-4850)	GEMA
03	8-257-1535	AL Rad.Control Division Houston Co. (AL FEOC) (OPX 1535)	AL FEOC
04	8-257-2455	Early Co. EMA (GEMA FEOC) (OPX 2455)	GA FEOC
05(from TSC)	8-257-1035	EOF (OPX 1035)	EOF
05(from EOF)	8-257-1155	TSC (OPX 1155)	TSC
06	8-992-5473	General Office EOC (8-992-5473)	GO-EOC
07	9P1205-280-2495	AEMA (205-280-2495)	AEMA
08	9P18504887841	Florida Dept. of Emergency Management	FDEM
09	4661	Simulator Used for Drills	SIM

**NOTE: REFER TO FNP-0-EIP-9.0, FIGURE 3 TO DETERMINE WHEN TO USE THE FOLLOWING GROUP SPEED DIALING NUMBERS.**

**NOTE: THE ABBREVIATION D-INIT STANDS FOR DUAL TELICOPIERS INITIAL MESSAGE AND IS USED ON BOTH MACHINES IF TWO TELECOPIERS ARE AVAILABLE. INIT STANDS INITIAL MESSAGE AND IS USED IF ONLY ONE MACHINE IS AVAILABLE.**

12.14.4 Alabama Telecopier Group Speed Dialing Numbers:

One-Touch Speed Dialing Number	Receiving Locations	Keypad Abbreviation
25	ARCD/AL FEOC/AEMA/TSC/EOF/SIM – when required for drills	D-INIT
28	ARCD/GEMA/AL FEOC/GA FEOC/GO EOC/TSC/EOF/AEMA/FDEM/SIM – when required for drills	INIT

12.14.5 Georgia Telecopier Group Speed Dialing Numbers:

One-Touch Speed Dialing Number	Receiving Locations	Keypad Abbreviation
25	GEMA/GA FEOC/GO EOC/FDEM/SIM – when required for drills	D-INIT
28	ARCD/GEMA/AL FEOC/GA FEOC/GO EOC/TSC/EOF/AEMA/FDEM/SIM – when required for drills	INIT

### 13.0 EMERGENCY NOTIFICATION NETWORK (ENN)

13.1 ENN phones are installed in multiple locations in Alabama and Georgia to provide communication capability between Farley Nuclear Plant (FNP), Alabama Radiation Control Division, Georgia Emergency Management Agency, Houston County Emergency Management Agency, Early County Emergency Management Agency, and the Alabama Emergency Management Agency. The following is a specific listing by address and location of the ENN stations:

<u>Address</u>	<u>Location</u>
11	ALABAMA RADIATION CONTROL DIVISION AT MONTGOMERY EOC
12	STATE TROOPERS IN MONTGOMERY
13	ALABAMA RADIATION CONTROL DIVISION AT ALABAMA FORWARD EOC
21	GEORGIA EMERGENCY MANAGEMENT AGENCY AT ATLANTA EOC
22	GEORGIA EMERGENCY MANAGEMENT AGENCY AT GEORGIA FORWARD EOC
31	HOUSTON COUNTY SHERIFF IN DOTHAN
41	EARLY COUNTY EMERGENCY MANAGEMENT AGENCY AT EARLY COUNTY EOC
42	EARLY COUNTY SHERIFF IN BLAKELY
51	ALABAMA EMERGENCY MANAGEMENT AGENCY AT CLANTON EOC
61	FNP SHIFT FOREMAN'S OFFICE
62	FNP TSC
63	FNP EOF
64	FNP ALTERNATE EOF IN HEADLAND
65	FNP EOC IN BIRMINGHAM
71	FNP SIMULATOR
72	FNP SIMULATOR INSTRUCTORS BOOTH

#### 13.2 Press to Talk

All of the phones are muted. In order to talk, the operator must press the button on the handset. The earpiece is always open to allow hearing any conversation on the ENN.

#### 13.3 Disabled Dialing

All of the phones in the system can perform individual dialing, ALL CALL dialing and group dialing except for the State Troopers in Montgomery, Houston

County Sheriff in Dothan, and Early County Sheriff in Blakely. These three phones have their dialing disabled.

#### 13.4 Individual Dialing

All phones, except those with disabled dialing, can dial any other phone in the system by dialing the address listed above. Dialing an individual location will ring the location dialed, as well as open the speaker and turn on a red light at that location. Lifting the handset to talk will turn off the red light and close the speaker if that phone normally has a closed speaker. Any phone with an open speaker or with the handset picked up will be able to hear the conversation.

#### 13.5 ALL CALL Dialing

All phones, except those with disabled dialing, can dial phones in the system at the same time by dialing ALL CALL (\*\*). ALL CALL opens all phone speakers, turns on the red light on each phone, and generates a 10 second audible tone from each phone except the initiating phone. The person who initiated an ALL CALL should wait 10 seconds to begin talking in order to allow the audible tone to stop. Anyone listening to the open speaker or with the handset picked up will be able to hear the conversation. For stations that normally have their speakers closed, lifting the handset will close the speaker. Lifting the handset on any phone will turn off that phone's red light. Dialing (\*#) can be used to close all normally closed speakers and turn off all red lights. ALL CALL will normally be used for initial notification of emergency classification.

#### 13.6 Group Dialing

13.6.1 Dialing group A2 has been established for use when making ENN notifications after the first initial notification. Dialing group A3 has been created for internal FNP use for making notifications during drills. Dialing group A1 is reserved for future use. Figure 11 is a flow chart showing when to use ALL CALL or dialing groups.

13.6.2 When dialing a group number, the phones in the dialed group will respond in the same manner as described in ALL CALL.

13.6.3 Group A2 can be used for notifications after the first initial notification when ALABAMA RADIATION CONTROL DIVISION, Houston County Emergency Management Agency and Early County Emergency Management Agency have informed FNP that they are at their respective EOCs per the ENN Flowchart (Figure 11).

## 13.6.4 Group A2 Includes:

- 11 ALABAMA RADIATION CONTROL DIVISION AT MONTGOMERY EOC
- 13 ALABAMA RADIATION CONTROL DIVISION AT ALABAMA FORWARD EOC
- 21 GEORGIA EMERGENCY MANAGEMENT AGENCY AT ATLANTA EOC
- 22 GEORGIA EMERGENCY MANAGEMENT AGENCY AT GEORGIA FORWARD EOC
- 61 FNP SHIFT FOREMAN'S OFFICE
- 62 FNP TSC
- 63 FNP EOF
- 64 FNP ALTERNATE EOF IN HEADLAND
- 65 FNP EOC IN BIRMINGHAM
- 71 FNP SIMULATOR
- 72 FNP SIMULATOR INSTRUCTORS BOOTH

## 13.6.5 Group A3 is to be used for all notifications during drills in which the state and local agencies are not participating. Group A3 includes:

- 61 FNP SHIFT FOREMAN'S OFFICE
- 62 FNP TSC
- 63 FNP EOF
- 64 FNP ALTERNATE EOF IN HEADLAND
- 65 FNP EOC IN BIRMINGHAM
- 71 FNP SIMULATOR
- 72 FNP SIMULATOR INSTRUCTORS BOOTH

## 13.7 Simulator ENN Phones

The ENN phones in the simulator and the simulator instructors booth are not normally connected to the rest of the ENN circuit. These phones are on a separate bridge that can be used for simulating notifications to state and local agencies during training. During drills, the simulator ENN phones may be connected to the rest of the ENN through a switch in the EOF communications room, room 108.

## 13.8 Permanently Open Speakers

Locations that have open speakers can hear all conversations that are conducted on the ENN if the handset is in the cradle. If the handset is lifted, the speaker is muted. Replacing the hand set will again open the speaker. The following locations have open speakers:

**CAUTION: TO ENSURE THAT COMMUNICATIONS ARE NOT MISSED, PHONES THAT HAVE OPEN SPEAKERS MUST NOT BE LEFT UNATTENDED WITH THE HANDSET OFF OF THE CRADLE OR A HEADSET PLUGGED INTO THE PHONE!**

61 FNP SHIFT FOREMAN'S OFFICE  
 62 FNP TSC  
 63 FNP EOF  
 64 FNP ALTERNATE EOF IN HEADLAND  
 65 FNP EOC IN BIRMINGHAM  
 71 FNP SIMULATOR  
 72 FNP SIMULATOR INSTRUCTORS BOOTH

### 13.9 Additional Open Speakers

All phones in the system can be made to have open speakers by issuing the command code of CC9907 from any of the FNP phones. If the handset is lifted, the speaker is muted, but replacing the hand set will not reopen the speaker. CC9900 closes all speakers that are not permanently open.

### 13.10 Backup ENN

To replace an inoperable ENN phone, the backup ENN may be used at the discretion of the emergency director during a drill or actual emergency--if the failed ENN phone was actually in use. The backup ENN consists of a tie between a teleconferencing bridge located in the Service Building Communications Room and the ENN circuit.

**CAUTION: WAITING TO ESTABLISH A BACKUP ENN TO MAKE THE INITIAL NOTIFICATION OF AN EMERGENCY CLASSIFICATION OR UPGRADE OF AN EMERGENCY CLASSIFICATION IS INAPPROPRIATE. ESTABLISHING A BACKUP ENN WILL TAKE SEVERAL MINUTES. COMMUNICATIONS WITH ANY STATION THAT HAS A FAULTY ENN SHOULD BE DONE BY WHATEVER TELEPHONE LINE OR TELECOPIER CIRCUIT THAT CAN BE ESTABLISHED AS LISTED IN FNP-0-EIP-8.1 UNTIL THE MOST APPROPRIATE METHOD TO COMMUNICATE IS DETERMINED. IF A BACKUP ENN IS ESTABLISHED, IT MAY THEN BE USED AS THE PRINCIPAL MEANS OF COMMUNICATION.**

13.10.1 When a Backup ENN is desired obtain a phone number for the individual who will be using the backup ENN.

- 13.10.2 Dispatch an individual to the Central Security Control (CSC) (Security Building) to obtain the key labeled "Backup ENN Communications Room". Use the key to gain entrance to the Service Building Communications Room.
- 13.10.3 In the Service Building Communications Room, place the ENN BRIDGE SWITCH to the ON position. The ENN BRIDGE SWITCH is located at approximately eye level on the East wall of the Service Building Communications Room, just to the right as you enter the room.
- 13.10.4 Obtain the ENN backup bridge password located in an envelope at the Shift Supervisors desk.
- 13.10.5 When the ENN BRIDGE SWITCH is in the ON position and the ENN backup bridge password has been obtained, then contact the individual needing the backup ENN, have that individual dial the ENN bridge as described below and, after the tone is heard from the bridge, dial the password.

To gain access to the ENN bridge, use one of the below methods:

- ◆ From any plant phone or plant OPX, dial 6700, then dial password.
  - ◆ From any other company phone, dial 8-276-6700, then dial password.
  - ◆ From any commercial phone, dial the plant using any of the commercial phone numbers, then obtain ext. 6700, then dial the password.
- 13.10.6 Nine additional Backup ENN phones can be established by repeating the above step. If additional ENN phones are required beyond 10, contact the telecommunications staff or an EP Coordinator.
  - 13.10.7 Additional uses for the bridge during drills or emergencies:

A maximum of five phones can be connected to a management bridge, four phones to a status board bridge, and 5 phones to drill control bridge. If these numbers need to be revised, contact the telecommunications staff or an EP Coordinator to have these numbers revised.

To access the bridge, dial the ENN bridge (6700) as described above and enter the password that is available on wallet sized cards.

### 13.11 Drill Notifications

When any drill notifications are made and the state and local agencies are not participating, dial group A3, then notifications shall be made over the ENN as described in the FNP-0-EIP-9.0 notification form (Figure 6).

### 13.12 First Initial Notification of any Level of Declared Emergency (i.e., Message 001) Per the ENN Flowchart (Figure 11)

Dial ALL CALL (\*\*) to alert all stations, wait 10 seconds for audible tone to stop, then notifications shall be made over the ENN as described in the FNP-0-EIP-9.0 notification form (Figure 6). Upon completion of the message, dial “\*#” to close all of the speakers that were opened.

### 13.13 Upgrade to a higher level emergency classification notifications per the ENN Flowchart (Figure 11). ALL CALL (\*\*) should be used if there is doubt as to the proper group to use.

13.13.1 If Alabama Radiation Control Division, Houston County Emergency Management Agency or Early County Emergency Management Agency have not reported that they are at their respective EOC or FEOC, then dial ALL CALL (\*\*) to alert all stations. Notifications shall then be made over the ENN as described in the FNP-0-EIP-9.0 notification form (Figure 6). Upon completion of the message, dial “\*#” to close all of the speakers that were opened.

13.13.2 If Alabama Radiation Control Division, Houston County Emergency Management Agency and Early County Emergency Management Agency have all reported that they are at their respective EOC or FEOC, then dial group A2, notifications shall then be made over the ENN, as described in the FNP-0-EIP-9.0 notification form (Figure 6). Upon completion of the message, dial “\*#” to close all of the speakers that were opened.

### 13.14 False Notification

13.14.1 In the event of an attempted false notification or other misuse of the ENN, the speakers at Farley Nuclear Plant will be activated, and FNP personnel will receive the message transmitted. If the message is an attempt to cause a false notification, FNP supervisory personnel will lift the phone, dial ALL CALL (\*\*), and state “Negative, Negative, Negative”, followed by “This is (Name and Title), acknowledge negative”.

Dispatchers will acknowledge and proceed in accordance with their procedures.

#### 13.15 Subsequent Communications

The ENN may also be used for coordination of public notification system activation, for the transmission of technical, radiological and meteorological data, for recommendations based on evaluation of this data, for transmission of action statements, and for verification of receipt of telecopied data.

The Technical Support Center (TSC) or the Emergency Operations Facility (EOF) at the Farley Nuclear Plant shall be net control for all ENN communications. The TSC or EOF shall have priority in transmitting information and may govern ENN use by other organizations.

#### 13.16 Communications Checks

The ENN will normally be tested the first Tuesday of each month, per FNP-0-STP-60.0. This time may be changed based on agreement with all parties involved with the STP.

#### 13.17 System Security

The possibility for misuse and/or abuse of this type system is obvious. Therefore, each organization that has an ENN unit installed in locations not manned on a 24-hour basis shall provide adequate security measures to minimize the probability of misuse and abuse.

#### 13.18 Records

Records of communication checks will be documented per FNP-0-STP-60.0.

### 14.0 Paging Instructions

- 14.1 APCo pagers are those pagers that are issued to emergency plan on-call personnel at the plant site, and to the Birmingham on-call personnel. The CAN pagers are state-wide pagers that should work everywhere in the state of Alabama. Other on-site issued pagers may only work in the area shown on Figures 5 and 6.

14.1.1 Paging from the Plant Site (on a Touch-Tone Phone)

**NOTE: DIALING 6866 AUTOMATICALLY DIALS 8-257-1666.**

- a. Dial extension 6866.
- b. After the tone, enter the number of the pager you wish to contact.
- c. The system will prompt "Enter the number you wish displayed", then a beep will be heard.
- d. Enter one of the status codes if desired:
  - 111 - call immediately
  - 222 - call within approximately one hour
- e. Enter the phone number you wish the party to call.
- f. After the beep, hang up.

14.1.2 Paging from Off Site

Access the paging system from one of the following numbers and proceed per step 14.1.1.b.

**NOTE: WHEN CALLING 794-0800 OR 899-5156 TO PAGE FROM OFF SITE, THE OPERATOR MUST DIAL 6866. THIS EXTENSION WILL NOT WORK IF DIRECTLY DIALED FROM OFF SITE.**

<u>Exchange</u>	<u>Commercial</u>	<u>Company</u>
Ashford	334-899-5156	8-276-6866
	x-6866 via operator	
Dothan	334-794-0800	8-276-6866
	x-6866 via operator	
Headland	334-693-2171	8-257-1666
Montgomery	334-832-3496	8-283-3496
Birmingham	205-257-1666	8-257-1666

14.2 Southern Company Services (SCS)

14.2.1 Paging from the Plant Site

- a. Dial extension 8-992-7243.
- b. After the tone, enter the number of the pager you wish to contact.
- c. The system will prompt "Enter your number" and beep.
- d. Enter the number you wish the party to call.
- e. Hang up.

#### 14.2.2 Paging from Off Site

- a. Dial 1-205-992-7243 and proceed with step b in section 14.2.1.

### 14.3 Satelink Pager

Paging from plant site or off site:

- a. Dial 1-800-443-7243.
- b. When prompted for the pager ID number, enter the satelink number.
- c. When prompted, enter the phone number the party needs to call.
- d. Hang up.

### 14.4 SNC (Material Support Only)

#### 14.4.1 Paging from Plant Site

- a. Dial extension 8-992-5746.
- b. Allow the phone to ring until the voice mail message identifies the current on-call individual.
- c. Dial extension 6866.
- d. After the tone, enter the FNP extension number of the individual on-call.
- e. The system will prompt "Enter the number you wish displayed", then a beep will be heard.

f. Enter one of the status codes if desired:

111 - call immediately.

222 - call within approximately one hour.

g. Enter the number you wish the party to call.

h. After the beep, hang up.

#### 14.4.2 Paging from Off Site

a. Dial 1-205-992-5746.

b. Allow the phone to ring until the voice mail message identifies the current on-call individual.

c. Dial 1-334-693-2171 and proceed with step d of section 14.4.1.

**NOTE: EMERGENCY DIRECTOR OR RECOVERY MANAGER'S APPROVAL IS REQUIRED FOR AFTER HOURS SUPPORT OF SNC ENVIRONMENTAL AFFAIRS.**

#### 14.5 SNC Environmental Services

##### Paging from Plant Site or Off Site

a. Dial 1-800-522-2246.

b. After the telephone rings, you will be prompted for the pager ID number. Enter the number 044-4071.

c. When prompted again, enter the number you wish environmental services to call, and press the “#” key.

d. Hang up.

- 15.0 Emergency Notification Form Guidance is provided below. The guidance is provided for filling out the Emergency Notification Form of FNP-0-EIP-9.0. This step of the procedure can be used as guidance when filling out the form or for training.

**CAUTION: THE NOTIFICATION FORM HAS TIME LIMITS THAT MAY BE EXCEEDED IF THE GUIDANCE IS USED AS A STEP-BY-STEP PROCEDURE WHEN FILLING OUT THE FORM.**

**NOTE: THE BOXES CAN BE INDICATED BY A CHECK, AN "X", OR BY FILLING OR BLACKENING IN.**

- Line 1 Check A or B **and** C or D. "C" should be checked for initial and upgrade notifications. Note the single asterisk associated with box D. The message number is sequential, starting with 001.
- Line 2 Specify Unit 1, 2, or both. "Reported by" is the individual who is operating the ENN.
- Line 3 Fill in the time/date of this message. The time should be filled in when the form is read over the ENN for initial or upgrade notifications, and the actual transmission time when sent by fax or HOCS.
- Line 4 This line is not used at FNP. It remains on the form to maintain conformity with other state forms.
- Line 5 Check A, B, C or D (only one). Check no boxes if this is a termination.
- Line 6 Check A or B. Time is for the declaration checked in line 5 or the time of termination. The time should be the same as line 16 time for each "initial" notification. Termination should only be done after conversation with off-site authority per FNP-0-EIP-28.0. If this is a termination, go to line 16.
- Line 7 Provide a brief, concise summary of plant conditions that requires the classification and other pertinent information. If more space is needed, check box E and use the continuation sheet. If any of the items in block A, B, C or D apply, be sure to check them as well. If this is a follow-up message and none of the information in lines 8 through 14 has changed, you may go directly to 15.
- Line 8 Check A, B or C **and** check D and/or E if appropriate.
- Line 9 Check A or B. If B is checked, provide the current reactor power from N41, 42, 43 or 44.

- Line 10 Check A, B, C or D (only one). If A or B is checked, go to line 14 to provide meteorological data. Off-site agencies still want this information in order to know what zones might be affected. Box B should be checked for potential failures of the final barrier to the release of fission fragments. Examples of potential release are the RCS and clad barriers that are known to be failed and containment pressure is above design value, or the clad and containment barriers are failed and a pressurizer safety valve is stuck with PRT pressure rising. For potential releases, do not put estimated or potential values for the release information in lines 11, 12, or 13. If an emergency release is occurring or has occurred, then check C or D as appropriate. An emergency release should be considered to exist if an abnormal increase in radiological release rate by a factor of 10 over and above normal operating levels has occurred. Normal operating levels are average release levels for steady-state operations (may be obtained from ADMS, control room recording, or plant computer).

**NOTE: THE INFORMATION ON LINES 11 THROUGH 14 MAY NOT BE IMMEDIATELY AVAILABLE FOR AN INITIAL NOTIFICATION. BASED ON THE DOUBLE ASTERISK, DO NOT DELAY SENDING THIS MESSAGE BY WAITING TO GET THIS INFORMATION. IT IS MORE IMPORTANT TO LET THE OFF-SITE AGENCIES KNOW OF THE DECLARATION AS RAPIDLY AS POSSIBLE. A FOLLOW-UP MESSAGE SHOULD BE SENT AS SOON AS POSSIBLE TO PROVIDE THIS INFORMATION. FOR ALL FOLLOW-UP MESSAGES, THIS INFORMATION SHOULD BE FILLED IN, UNLESS IT HAS NOT CHANGED SINCE THE LAST MESSAGE (BASED ON THE SINGLE ASTERISK).**

- Line 11 For actual releases only, check A or B **and** fill in actual start/stop times for C, D, E and F as appropriate.
- Line 12 For actual releases only, Check A or B to indicate release rate or total release. Release rate is preferred and is what is printed on the form by the MIDAS computer. Check C or D to indicate if release is above or below Technical Specification limits. Fill in the values for E, F, G and H that are available. Release Magnitude information is not available for ODCM calculations for NOUE and Alert declarations. In these cases the only information that can be filled in for line 12 is above or below Technical Specification limits.
- Line 13 For actual releases only, check A or B. Fill in the length of time that the release is expected to continue from the current time. Use four hours if the actual time is unknown. Fill in the values for D through K only if the release information is based on EDCM calculations from MIDAS for example. For ODCM calculations (for NOUE or Alert), do not enter dose information here. Place the dose information in the comments at line 7, along with the notes that are specified in the NOUE and Alert Guidelines if declaration is based on the ODCM.

- Line 14 Fill in the meteorological data required in A through D. This information is not required on initial or upgrade notification if it is not readily available.
- Line 15 Either box A or B must be checked for every initial and follow-up message. If there are no protective action recommendations, check box A and proceed to step 16. If a general emergency is declared, box B must be checked, and boxes C through F must be checked and filled out as appropriate. Specific protective actions must be made for a general emergency. For other classifications where protective action recommendations are required per EIP-9, check box B and check and fill in boxes C through F, as appropriate.

The following guideline should be used when reading line 15 over the ENN:

- A. For the first initial message, all checked boxes should be read over the ENN.
  - B. For any general emergency initial notification, all checked boxes should be read over the ENN.
  - C. For all follow-up messages and upgrades to alert or site area only, box A or B should read over the ENN. The specifics of boxes C through F should be discussed separately.
- Line 16 "Approved by" should be the emergency director or the Unit 2 shift supervisor, with the current date and time. If an "initial" notification, fill in the time for line 6 at this time also.
- Line 17 If possible, the form should be faxed at the same time that it is being read. Do Not let faxing the form interfere with the reading of the form on the ENN. The voice transmission is the official means of notification.
- Line 18 Line 18 and substeps provide instructions for notification using the ENN.

The time requirement for making notifications is one hour for NOUE and 15 minutes for all other declarations. The time is measured from time of declaration to time of notification. The time of declaration is listed on line 6 and should be the same as line 16 time for "initial" notifications. The time of notification is when all required agencies have stated that they are ready to receive the message and you start to read the message.

For a General Emergency, the agencies that are required to be notified on the ENN are the State of Alabama (21.1), via the Alabama Radiation Control Division or the state troopers; the state of Georgia (21.2), via the Georgia Emergency Management Agency; Houston County (21.5), via the Houston County EMA Office or the Sheriffs Dispatcher; and Early County (21.6), via the Early County EMA Office or the

Sheriff's Dispatcher. If the ARCD has moved to the FEOC in Dothan, then the Houston County (21.5) notification will be satisfied when ARCD has been informed, because they are at the same location. If the GEMA has moved to the FEOC in Early County, then the Early County (21.6) notification will be satisfied when GEMA has been informed, because they are at the same location.

For NOUE, Alert and Site Area Emergencies, the only agencies that are required to be notified on the ENN are the State of Alabama (21.1), via the Alabama Radiation Control Division or the state troopers, and the State of Georgia (21.2), via the Georgia Emergency Management Agency. If the state agencies cannot be contacted, then contacting the respective counties, Houston Co. (21.5) or Early Co. (21.6) via the EMA offices or the sheriff's dispatcher will meet the requirement.

The Alabama Emergency Management Agency is a courtesy notification that should be made over the ENN. If they cannot be contacted on the ENN, it is not necessary to use other means of contacting them. Contacting the AEMA does not meet the requirement for notifying the state of Alabama.

The Florida Department of Emergency Management is to be faxed a copy of all notification forms. For the initial or upgrade notifications, place a call to FDEM to verify that they received the form. For follow-up forms, only the fax needs to be sent, no verification call is required. Faxing per FNP-0-EIP-9, Figure 3, will automatically send a fax to FDEM.

- Line 19 If the required agencies cannot be contacted over the ENN, they should be contacted by any means that is available. When contacted, they should then be read the notification form the same as if they were on the ENN.
- Line 20 Notify the NRC as soon as the state notifications are complete, but no longer than one hour after the declaration. After notifying the NRC, they will normally request that you remain on the line to provide additional information and answer questions for Alert declarations or above.
- Line 21 This section provides the state and local agencies that are to be notified. Steps 18.1, 18.2, 18.3 and 18.4 describe when these agencies are to be notified.

#### 16.0 Operation of the HOCS T Switches

- 16.1 The layout for the Hardcopy Off-Site Communications System (HOCS) is shown in Figure 7.
- 16.2 The switches are located in the communications room in the EOF. The key for the communications room is located in the key locker in room 118 of the EOF. The keys to gain access to the EOF and room 118 are maintained in the CSC.

16.3 There are five T switches, one for each of the following printer locations:

- ARCD (Montgomery)
- Alabama FEOC (Houston County Courthouse)
- Georgia Emergency Management Agency (Atlanta)
- Georgia FEOC (Early County Jail)
- SNC EOC (Birmingham)

16.4 Each switch has four positions on it, as follows:

- A and B positions
- The ADMS can communicate through either the A or B modem, as selected from the ADMS terminals. The A and B positions of the T switches select either the A or B modem to allow ADMS to transmit plume maps and follow-up messages.
- There is no C position on the switches.
- D and E positions
- These positions are currently not used

#### 17.0 Westinghouse Event Data Checklist

In the event that data is required to be sent to Westinghouse for evaluation during an emergency, the checklist shown in Figure 8 can be used to help ensure completeness and accuracy.

#### 18.0 Satellite Telephone Operation

A portable satellite telephone is located on-site in the Emergency Planning office. This phone is available to the staff of the EOF or the TSC at any time that there is a need to communicate off-site and other methods of communication have been disrupted due to severe weather or other problems.

##### 18.1 General Information

18.1.1 The phone is located in the Emergency Planning office storeroom, with a case that contains accessories.

18.1.2 The phone number for this phone is (888) 863-3170.

- 18.1.3 There is a locking function for the phone to prevent unauthorized use. The word "locked" will be displayed when the phone is locked. To clear the lock function, dial zero-zero-zero. There will be no audible tone when dialing these numbers.
- 18.1.4 Another satellite telephone will normally be located in the FNP EOC Emergency Equipment Storage Cabinet at the Birmingham SNC Corporate Headquarters. If needed, this phone can be relocated to any of the SNC sites by the Birmingham Staff. The phone number for the FNP EOC phone is (888) 863-3169. Operation of the FNP EOC phone is identical to the operation of the FNP EOF phone.
- 18.1.5 An operating manual is located in the accessories case.
- 18.1.6 There is a battery installed in the phone case and a spare battery in the accessory case. Both batteries are maintained fully charged. Refer to the operating manual, page 90, for instructions on replacing the battery.
- 18.1.7 Normal battery life is one hour talk time and 8 hours in the standby mode.
- 18.1.8 An AC/DC converter is located in the accessory case. The installed battery can be charged while the phone is in use or the spare battery can be charged outside the phone case. Refer to the operating manual, pages 98, 99 and 100, for charging and use instructions.
- 18.1.9 A cigarette lighter adapter is located in the accessory case that will allow use of the phone from a vehicle. The phone may or may not be charged when connected to a vehicle cigarette lighter. Refer to the operating manual, page 104, for charging and use instructions. There is a 12 volt DC power supply located in the security tower at the CSC that is used for the cellular phone located there. The cigarette lighter adapter will work in the CSC power supply.
- 18.1.10 There is an 18 foot antenna extension cord located in the accessory case that will allow use of the phone remotely from the antenna. Refer to the operating manual, page 102 and 103, for instructions.
- 18.2 Phone Setup
- 18.2.1 Set the case on a flat level surface.

- 18.2.2 Set the combination lock for the phone case to zero-zero-zero.

**CAUTION: THE LID MUST BE LOCKED IN THE OPEN POSITION TO PREVENT INJURY. THE LID IS THE ANTENNA AND IS VERY HEAVY.**

- 18.2.3 Open and lock the lid to approximately 50 degrees, as indicated by the angle indicator on the outside of the lid brace, on the right hand side of the case. The lock is also on the brace on the right hand side of the case.
- 18.2.4 Remove the compass from the phone and determine where 220 degrees is located (approximately South-West ).
- 18.2.5 Aim the antenna ( lid ) of the phone case to approximately 220 degrees (approximately South-West ).
- 18.2.6 Ensure that there is a clear path (thru a window or outdoors) toward the satellite. If there is not a clear path, then relocate the phone and repeat the initial setup steps.

**CAUTION: STAY MORE THAN 36 INCHES FROM IN FRONT OF THE ANTENNA (PHONE CASE LID) DURING TRANSMISSION DUE TO HIGH RADIO FREQUENCY ENERGY. ANYTIME POWER IS ON TO THE PHONE, IT MAY AUTOMATICALLY TRANSMIT.**

- 18.2.7 Turn on power to the case with the toggle switch, inside the case in the lower left hand corner. A green light will come on if the battery condition is good. If the battery is low, the light will be red instead of green
- 18.2.8 Turn on power to the phone by pressing and holding the PWR button on the phone handset for at least one half second. When an audible tone is heard, you can release the button.
- 18.2.9 The top line of the display will have (BnnSnn), where B stands for beam number and nn stands for a beam number between 0 and 5, and S stands for signal strength and nn stands for a signal strength number between 0 and 40.
- 18.2.10 The beam number should be B01. If some other number is displayed, press the “ # ” button several times with short quick strokes until the beam number displayed is B01.

**NOTE: A MINIMUM SIGNAL STRENGTH FOR OPERATION IS S09. A NORMAL SIGNAL STRENGTH FOR THIS AREA WOULD BE GREATER THAN S15.**

- 18.2.11 The signal strength will be some number between S00 and S40. Rotate the case from side to side and change the elevation of the lid up and down until the maximum signal strength is observed.
- 18.2.12 Press the \* key, the phone will go through the initialization process. When the phone is ready to use, the top line of the display will read the beam and signal strength as described above and the second line will read -ON-. This process may take up to 30 seconds.

### 18.3 Placing and Receiving Phone Calls

- 18.3.1 The phone must be setup per the previous steps to place a call.
- 18.3.2 To place a call, dial (1+area code+seven digit phone number) then press SEND. All calls are long distance on the satellite telephone.
- 18.3.3 To receive a call, after the phone rings press any key but the PWR key or the up and down arrows.
- 18.3.4 To end a call, press the END key.

### 18.4 Shutting Down the Satellite Telephone

- 18.4.1 Press the PWR key on the phone for greater than one half second.
- 18.4.2 Turn off the power toggle switch in the case.
- 18.4.3 To close the case, place the phone receiver in its proper location and align the cord as shown on the caution inside the case. Unlock the lid lock and ensure that the lock is returned to the flat position. When closing the case, the antenna cushion will have to compress, requiring a significant pressure to get the case to lock.

#### 18.4.4 Return the Phone and the accessory case to Emergency Planning personnel

**CAUTION: PORTABLE SOUTHERN LINC RADIOS SHOULD NOT BE TAKEN INTO POWER PLANT STRUCTURES, SUCH AS TURBINE BUILDING, AUXILIARY BUILDING, AND SERVICE WATER INTAKE STRUCTURE WITH THE POWER TURNED ON.**

### 19.0 Southern Linc Phone and Radio System Operation

#### 19.1 Radio Mode of Operation

The basic mode of operation of the Southern Linc system is in the radio mode. Radio calls can be made from anywhere in the Southern Company service area to anywhere in the Southern Company service area. Radio calls cannot be made or received from outside the Southern Company service area. Radio Mode is the most cost effective method of using the system. The only cost is the monthly fee for radio operation. There are no per minute charges or long distance charges. The radio mode is also the most system/trunk efficient method of operation. When in the radio mode, a Southern Linc trunk is tied up only during the time that a push to talk button is pressed. As soon as the button is released, the trunk is released for other uses. When in the radio mode, private calls and group calls can be made to other Southern Linc radio users that are in the same fleet.

#### 19.2 Phone Mode of Operation (for radios that are programmed for phone operation)

Another way of operating the system is similar to a cellular phone. Phone calls can be made or received from anywhere in the Southern Company service area to or from any telephone anywhere. Phone calls cannot be made or received from a Southern Linc radio outside the Southern Company service area. The phone mode is much less cost effective than the radio mode. In addition to the monthly fee there is a per minute charge and long distance charges if the call is being made to an area that is outside of the Southern Company service area. There are no long distance charges for phone calls that are within the Southern Company service area. The phone mode is also the least system/trunk efficient method of operation.

#### 19.3 Paging Mode of Operation

If programmed, the radio can also be an alpha-numeric pager that can receive up to 140 characters of text. Pages can be received anywhere in the Southern Company service area. Pages can be sent from any computer that has access to the internet or from any computer sending E-mail or from any telephone.

#### 19.4 Southern Linc Fleets

Southern Linc radios at FNP are grouped in several fleets. Examples of these fleets are listed below:

- Southern Nuclear fleet
- Alabama Emergency Management Agency fleet
- Georgia Emergency Management Agency fleet
- Alabama Power Company fleet
- Southern Company Services

Radios can only communicate as radios with other radios in the same fleet. Phone calls can be made to radios in other fleets that are equipped with phone capabilities.

The Southern Linc radios that are assigned for use by Emergency Planning are in the Southern Nuclear fleet.

#### 19.5 Farley Nuclear Plant Individual or Base Station Identification / Phone Numbers

Each radio has a four or five digit identification number that identifies that radio. If the radio is equipped with phone capabilities, the identification number is the four digit extension. The identification number may be used when calling that radio in the radio mode if the calling radio is in the same fleet.

#### 19.6 Farley Nuclear Plant Designated Talk Groups

FNP has established six different talk groups within the SNC fleet that can be used in support of Farley Emergency Planning. These groups are as follows:

19.6.1 Group 1, Emergency Notification Network (FEP ENN) – This is a talk group that can be used to notify the state and local agencies in Alabama and Georgia of emergency classifications. This is a backup to the hardwired Emergency Notification Network.

Examples of radios with the FEP ENN group assigned are:

- Unit 2 Shift Supervisor/Shift Foreman's Office (base)
- TSC Communicator/Licensing Engineer (base)
- EOF Communicator/QC Engineer (base)
- Simulator Shift Supervisors desk (base)
- FNP EOC in Birmingham (base)
- Houston County EMA/Sheriff in Dothan (base)
- Alabama Radiation Control Division in Montgomery (base)
- State Troopers in Montgomery (base)
- Alabama EMA in Clanton (base)

- Early County EMA/Sheriff in Dothan (base)
- Georgia EMA in Atlanta (base)

19.6.2 Group 2, Management group (FEP MGMT) – This is a talk group that can be used to coordinate efforts of management personnel in an emergency. This is a backup to the hardwired management bridge currently used during drills and emergencies.

Examples of radios with the FEP MGMT group assigned are:

- Unit 2 Shift Supervisor/Shift Foreman's Office (base)
- Emergency Directors (portable)
- Recovery Managers (portable)
- On call Operations Managers (portable)
- Emergency Support Managers (portable)
- Emergency Coordinators (portable)
- Recovery Managers Assistant desk (base)
- Emergency Directors desk(base)

19.6.3 Group 3, Radiation Monitoring Team group (FEP RMTs) – This is a talk group that can be used to coordinate, control, and direct the radiation monitoring teams during drills and emergencies.

**NOTE: RMT BAG PHONES DO NOT HAVE PHONE CAPABILITIES AND CAN ONLY STORE 9 PRIVATE NUMBERS. OPERATION OF THE RMT BAG PHONES IS DISCUSSED IN FNP-0-EIP-4.0.**

Examples of radios with the FEP RMT group assigned are:

- RMT 1, 2 and 3 (bag phone)
- Emergency Vehicle(bag phone)
- EOF and TSC RMT controllers (base)

19.6.4 Group 4, Public Information Group (PI) – This is a talk group that can be used to coordinate press releases and other information relative to public information during drills and emergencies.

Examples of radios with the PI group assigned are:

- EOF PI staff (portable)
- EOC PI staff (portable)
- NMC PI staff (portable)
- APCO PI staff (portable)

19.6.5 Group 5, Emergency Planning group (EP) – This is a talk group that can be used to coordinate EP activities specifically for Farley Nuclear Plant.

Examples of radios with the EP group assigned are:

- EP Coordinators (portable)
- EP Technicians (portable)

19.6.6 Group 10, SNC Emergency Planning group (SNCEP) – This is a talk group that can be used to coordinate EP activities among all Southern Nuclear plants.

Examples of radios with the SNCEP group assigned are:

- EP Coordinators (portable)
- EP Technicians (portable)

**NOTE: THE FOLLOWING INSTRUCTIONS FOR USING THE SOUTHERN LINC SYSTEM ARE THE MINIMUM REQUIRED TO ALLOW USE OF THE SYSTEM. REFER TO USERS MANUAL FOR MORE ADVANCED OPERATION.**

**NOTE: USE OF THE RADIO SYSTEM IN GROUP OR PRIVATE IS PREFERRED OVER USING THE SYSTEM IN THE PHONE MODE DUE TO SYSTEM EFFICIENCY AND COST EFFECTIVENESS.**

## 19.7 Radio Component Operation

### 19.7.1 Operation Of The Push To Talk (PTT) For Radio Transmissions

**NOTE: FAILURE TO WAIT FOR THE CHIRP TONE WILL CAUSE THE FIRST PART OF YOUR RADIO TRANSMISSION TO BE LOST.**

Press and hold the Push To Talk (PTT) to talk, wait for the chirp tone before speaking, and release the PTT to listen. Observe the following conventions:

- Portable – PTT is on the side of the phone.
- Base station with handset – PTT is on the side of the phone.
- Base station as speaker phone - PTT is at the bottom of the cradle.
- Zetron as speaker phone - The TX button is the PTT.
- Zetron handset - PTT is inside of the handset.
- Upon pressing PTT, you will hear one of the following alert tones:
  - A high, chirp-like tone indicates that you have permission to talk. Begin speaking after the tone.
  - A low, continuous tone indicates that you cannot talk at this time. Wait a moment and try again.
  - A busy-like tone indicates that the system is busy. Wait for a call-back (high-pitched) tone, then try again.

- A time-out timer limits the amount of time you can continuously talk. When the allotted time expires, you will hear a low-pitched cut-off tone.

#### 19.7.2 Portable Group/Private Speaker

A button on top of the portable phones with a speaker symbol on it will turn the speaker phone capability on or off for the portable radios while in a radio mode. When the speaker is turned off, a speaker with a line through it will be on the display. When the speaker is turned off, a short alert tone will sound when you are receiving a radio call.

#### 19.7.3 Portable Telephone Speakerphone Operation

When the phone is in use, pressing the dot below **Speaker** will activate the speakerphone with the cover open or closed. Opening the cover will transfer back to the ear piece and pressing the dot below **Speaker** will activate the speakerphone again. Closing the cover with the speakerphone on will terminate the call.

#### 19.7.4 Base Station Speakerphone Operation

When the handset is in the cradle, the speaker capability is automatically turned on. The PTT push button is located at the bottom of the cradle. The PTT for the zetron units is the TX key.

#### 19.7.5 Volume Control Buttons

Volume control buttons are on the left side of the portable phone while looking at the display, above the PTT button. Volume control buttons are on the right side of the base station handset while looking at the display, just below the mute button.

- With the cover closed on the portables or the handset in the cradle for the base stations pushing the volume control buttons, adjust the speaker volume.
- With the phone being held to the ear during a call in progress pushing the volume control buttons, adjust the ear piece volume.
- With the phone ringing pushing the volume control buttons, adjust the ringing volume.
- With the cover closed on the portable and after list has been activated, pushing the volume control buttons scrolls the appropriate list.

Volume for Zetron Units is controlled by an adjustment knob that affects all functions.

### 19.7.6 Turning the Radio On and Off

Portable on/off button is on the top of the radio with a red symbol on it. Press and hold the on/off push button until the display says "please wait" or "powering off." The base station on/off button is in the lower right hand corner of the key pad. This on/off button has been disabled. For the base stations, the power supply on/off switch must be used to turn the radio on or off.

### 19.7.7 Pass Codes

The default pass code for all of the phones is "0000". The pass code for all of the base stations will remain "0000". If you change the pass code for your portable phone, ensure that someone besides yourself has that pass code.

### 19.7.8 Selecting Modes of Operation

- To Select the Group Mode
  - Cover closed - Push dot under **Mode** until Group Ready is displayed.
  - Cover open - Push Mode push button until Group Ready is displayed.
  - Base station - Push Group push button. Group ready should be displayed.
  
- To Select Private Mode
  - Cover closed - Push dot under **Mode** until Private Ready is displayed.
  - Cover open - Push Mode push button until Private Ready is displayed.
  - Base station - Push Group push button. Private Ready should be displayed.
  
- To Select Phone Mode
  - Cover closed - Push dot under **Mode** until Phone Ready is displayed.
  - Cover open - Push Mode push button until Phone Ready is displayed.
  - Base station - Push Group push button. Phone ready should be displayed.

### 19.7.9 Select Radio or Phone to be Called

Selecting the radio to be called can be done in one of three ways: memory scroll, direct input, or alpha search. Use one of the three methods described below to select the radio or phone to be called.

#### 19.7.10 Memory Scroll

- Cover closed - Push dot under **List**, then push volume buttons until desired name is displayed.
- Cover open - Push Arrow push buttons until desired name is displayed.
- Base station - Push Arrow push buttons until desired individual is displayed.

#### 19.7.11 Direct Input

- This can only be accomplished from a base station or a portable with the cover open.
- Enter the radio identification or phone number on the key pad.

#### 19.7.12 Alpha Search

- This can only be accomplished from a base station or a portable with the cover open.
- Press Menu (portable).
- Press dot under **Name** (portable).
- Press dot under **Alpha** (base).
- Press the number key that has the first letter of the name you are looking for. Once for the first letter on the key, twice for the second letter on the key, or three times for the third letter on the key.
- Use the arrow keys from that point to find the specific name.

## 19.8 Placing a Group Radio Call

A Group Call consists of a service area and a talkgroup. Service areas are geographic areas of coverage for your radio. SNC fleet phones all use wide area only and no area selection is required. Most SNC fleet radios at Farley Nuclear Plant are programmed with one talkgroup only and no talk group selection is required. The Southern Linc phones at the Shift Supervisors desk (control room and simulator) and the Shift Foreman's office have two talkgroups programmed.

### 19.8.1 Select Group Mode

19.8.2 Select talkgroup in the control room or simulator with the arrow keys for mode 1 (ENN) or mode 2 (MGMT) and press the dot under **OK**.

19.8.3 Operate the PTT button to make the call.

## 19.9 Receiving a Group Radio Call

19.9.1 No action is required to receive a group call as long as the radio is turned on. You are selected to the designated group for that radio and you are not involved in an active phone or active private radio conversation. Your radio is automatically switched into the group mode in the group that has just called you.

19.9.2 Operate the PTT to respond to the call.

## 19.10 Placing a Private Radio Call

A Private Call is a radio call between two individuals. No other radios can hear the conversation. A Private Call is placed by selecting the radio ID for the person you want to call. Your unit is equipped with a pre-programmed list of radio IDs. A radio ID can be selected by Direct Entry, Memory Scroll, or Alpha Search.

19.10.1 Select Private Mode

19.10.2 Select radio to be called. Selecting the radio to be called can be done by memory scroll, direct input or alpha search.

19.10.3 Operate the PTT button to make the call.

## 19.11 Receiving a Private Radio Call

19.11.1 No action is required to receive a private call as long as the radio is turned on and you are not involved in an active phone or active group radio conversation. Your radio is automatically switched into the private mode with the individual that has just called you.

19.11.2 Operate the PTT button to respond to the call.

## 19.12 Call Alert

You can initiate a Call Alert from either group or private mode. An alert tone notifies the targeted person that you want to get in touch with them. A Call Alert is placed by selecting the radio ID for the person or group you want to alert.

19.12.1 Sending a call alert

- This can only be accomplished from a base station or a portable with the cover open.
- Select private or group mode.

- Press dot under **Alert**
- Select the individual or group desired.
- Press the push to talk.
- If the targeted unit is out-of-range or turned off an alert tone is heard, and an error message is displayed.

**CAUTION AFTER A CALL ALERT HAS BEEN RECEIVED YOU WILL NOT BE ABLE TO RECEIVE ANY PRIVATE, GROUP, OR PHONE CALLS UNTIL THE ALERT HAS BEEN ANSWERED OR CLEARED.**

#### 19.12.2 Receiving a call alert

Four recurring alert tones signifies that you have received a Call Alert. In addition, a message appears on the display identifying the person attempting to contact you.

- To talk to the person, press PTT.
- To reject the Call Alert, press the dot under **Clear**.
- To silence the recurring alert tones only, press any key (except PTT).
- To place the Call Alert into a stack for later recall, press the dot under **Queue** or select a Mode.

#### 19.12.3 Receiving a call alert that has been stacked

If you receive multiple Call Alerts that have been stacked, the last received Call Alert will be displayed and the remaining Call Alerts will be stacked at the beginning of the queue.

- Press the dot under **Alert**
- Press the dot under **Queue**
- Press the arrow keys to scroll to the desired call alert.
- To reject the Call Alert, press the dot under **Clear**
- Press the PTT to respond to the Call Alert.

#### 19.13 Paging using the Southern Link System for radios that are equipped with paging capability

When paging with the Southern Linc, alpha numeric messages of up to 140 characters can be sent from an internet web page or through E-mail. In addition, a numeric page of up to 10 characters can be sent from any telephone.

##### 19.13.1 Send message using the internet web page

- At any computer with access to the internet go to the Southern Companies Southern Linc web page at <http://www.solinc.com/>.
- Follow the directions on the page to send a message up to 140 characters to any radio that has a phone number and paging capabilities.

#### 19.13.2 Send a message using E-mail

- At any computer with internet E-mail capability, address an E-mail to the person's Southern LINC phone number followed by the special Southern LINC extension as shown in the following example: 8885551212@page.southernlinc.com.
- Your message of up to 140 characters of text will be sent to that radio. Text beyond 140 characters will not be sent, but the recipient will receive a visual indication ("++") that additional copy was included in the message.

#### 19.13.3 Send a message using a telephone

- From any telephone dial 1-800-406-0152.
- Enter the ten digit phone number of the Southern Linc phone that you want to page followed by the # sign.
- Enter the phone number or numeric message that you want sent followed by the # sign.

#### 19.14 Receiving a new message using the Southern Link System for radios that are equipped with paging capability

Base stations will store a maximum of eight messages and portables will store a maximum of sixteen messages. With the number of messages at the maximum, no more new messages can be received. The message center will store your messages until you have deleted some of the stored messages.

The message center will also store messages that were sent while your unit was turned off and send them when your unit is turned on and there is room.

- An audible tone or vibration will announce new message mail.
- Press the dot below later to save the mail to read later. Go to step 19.15 to read stored mail.

OR

- Press the dot below **Now** to read the mail now.
- Use the volume keys with the cover closed or the arrow keys with the cover open or on a base station to scroll through the first page of your messages.
- Press the dot under **Read** to read the message or **Exit** to exit.

- Press the dot under **More** to read the rest of the message.
- Press the dot under **Erase** or **Save** as desired.

### 19.15 Reading Stored Messages Using the Southern Link System

- The cover on the portable phone must be open.
- On base stations press the square and arrow keys until **Mail** is displayed.
- Press the dot under **Mail**
- On portables press the dot under **Mesg**, voice mail is not available.
- Use the arrow keys to scroll through the first page of your messages.
- Press the dot under **Read** to read the message or **Exit** to exit.
- Press the dot under **More** to read the rest of the message.
- Press the dot under **Erase** or **Save** as desired.

**NOTE: USE OF THE RADIO SYSTEM IN GROUP OR PRIVATE IS PREFERRED OVER USING THE SYSTEM IN THE PHONE MODE DUE TO SYSTEM EFFICIENCY AND COST EFFECTIVENESS.**

### 19.16 Phone Operations

Phone mode allows you to place and receive phone calls to or from any telephone. This mode also provides additional phone features such as: Call Waiting, Call Forwarding, and Call Hold. While using the phone mode of operation, one channel on the tower is continuously tied up and reduces the capabilities of the system. If the party being called is on the same Southern Linc fleet then the radio mode in group or private should be used.

**NOTE: ZETRON OPERATION IN THE PHONE MODE REQUIRES THAT THE PHONE THAT IS TRANSMITTING AND RECEIVING IN FULL DUPLEX MUST HOLD THE PTT ON THE HAND SET OR THE TX ON THE BASE WHEN TALKING. THE PTT MAY BE PUSHED OR RELEASED TO LISTEN. THIS ALLOWS ONLY ONE ZETRON TO OPERATE THE RADIO AT A TIME.**

### 19.17 Receiving a Phone Call

19.17.1 A ringing tone or vibration alerts you of an incoming phone call. In addition a message is displayed.

19.17.2 To answer the call

- Cover closed - Push dot under **Spkr**
- Cover open - Press the phone symbol button or push dot under **Spkr**
- Base station - Push the send button.

**19.17.3 To reject calls**

- Cover closed - Push dot under **End**
- Cover open - Push dot under **End**
- Base station - Push the end button.

**19.17.4 To terminate calls**

- Cover closed - Push dot under **End**
- Cover open - Close the cover or push dot under **End**
- Base station - Push the end button.

**19.18 Placing a phone call****19.18.1 Select the Phone Mode**

**19.18.2** Select the phone number to be called. Selecting the phone number to be called can be done by memory scroll, direct input, or alpha search.

**19.18.3 Initiate the Call**

- Cover closed - With the number displayed, push the dot under **Dial**.
- Cover open - Press the phone symbol button.
- Base station - Push the send button.

**19.19 Last Number Redial**

You can redial the last number dialed by pressing SEND on base stations or the phone symbol key on portables. To review the last number dialed before sending: press **SPD#**,0 on base stations or List on portables.

**19.20 Automatic Redial**

This feature automatically redials a phone number when the system is busy. If you receive a fast busy tone when dialing, press SEND instead ending the call. "REDIAL" appears on the display indicating that you have selected this feature. The unit will attempt to place the call continuously for the next four minutes. The phone will ring once alerting you that your call is being placed.

To cancel Automatic Redial, press END.

**19.21 Forward All Calls**

This feature allows you to forward all incoming calls to a desired number. You can select the phone number to which your calls are to be forwarded by Direct Dial, Memory Scroll, or Alpha Search.

- Select the Phone mode.
- Press square or menu until **Forwd** appears.
- Press the dot below **Forwd**
- Enter the phone number to forward all calls to.
- Press the dot below **On**
- Press the dot below **Exit**
- To cancel forward all calls, press the dot below **Forwd** then **Off** then **Exit**

There are four types of Call Forwarding services: Forward All Calls, Busy Transfer, No-Answer Transfer, and No-Reach Transfer. Refer to the users manual for implementation of these services.

#### 19.22 Call Hold

This feature places a call on hold. Placing a call on hold allows you to make a second call. You can alternate between the two calls by pressing HOLD. While talking with someone in the phone mode:

- Press square and arrow keys or menu until **Hold** appears.
- Press the Dot under **Hold**
- Place a call to another party as described above.
- Press the Dot under **Hold** as necessary to switch between the two calls.

#### 19.23 Three Way Call

This feature allows you to make a second call while already talking on the phone and join the two calls into a three way call. You must initiate the second call and you cannot place either party on hold while in a three way call. This feature will not function from the base units. While talking with someone in the phone mode:

- Press menu until **3 Way** appears.
- Press the Dot under **3 Way**
- Place a call to another party as described above.
- Press the Dot under **3 Way** to connect the two calls.

#### 19.24 Call Waiting

Call Waiting allows you to answer an incoming call while you are speaking on the phone. A distinctive tone and a display message alert you of an incoming phone call. While talking with someone in the phone mode you will be alerted by an audible tone and a message.

- To accept the call press the dot under **Yes**
- To alternate between the two parties press the dot under **Hold**

- To reject the second call press the dot under  No

## 19.25 Zetron Features

- 19.25.1 When using the zetron unit in the phone mode the push to talk button on the handset must be pushed while talking and can remain depressed while listening. The button should be released periodically to ensure that timer does not release the phone. This feature determines which one of the zetron units has control of the phone.
- 19.25.2 An intercom is available between zetron units connected to the same radio by pressing the ICOM button. PTT and TX will operate the intercom and will not activate the radio in this mode. Any radio transmissions can be heard during this time. Pressing ICOM a second time will exit the intercom mode.
- 19.25.3 A secure mode can be entered and exited by pressing the padlock key. When in the secure mode, any other station is locked out from controlling the radio and hearing any conversations over the radio.

## 19.26 Placing a Phone Call to a Southern Link Phone

- 19.26.1 From any commercial telephone dial 1 plus the area code and the seven digit phone number. The caller will have to pay toll charges.
- 19.26.2 From any commercial phone dial 1-800-500-9050 and when prompted dial the seven digit phone number. No toll charges will be charged to the caller.
- 19.26.3 From any Southern Company Phone with dial 8 capability, including Southern Linc phones, dial 8 plus the seven digit phone number

**CAUTION: USE OF THE PROGRAM FUNCTIONS CAN CHANGE THE CHARACTERISTICS OF THE PHONE. CAUTION MUST BE USED TO ENSURE THE RADIO PROGRAMMING IS NOT VIOLATED. REFER TO THE USER MANUAL PRIOR TO CHANGING ANY PROGRAMMING.**

## 19.27 Programming Functions

To enter the program mode press \* then # from any mode and follow the screen and user manual instructions.

- 19.26.1 To place the hand held portables in the vibrate mode for all incoming messages press \* then # then 9. Press the dot under the highlighted ALL
- 19.26.2 To exit the vibrate mode press \* then # then 9. Press the dot under the highlighted OFF then press the dot under the highlighted EXIT
- 19.28 To get help from the Southern Linc Help Desk, dial 611 from your Southern Linc phone or dial 1-800-406-0151.

**REFERENCES**

1. Joseph M. Farley Nuclear Plant Emergency Plan
2. Westinghouse Emergency Response Plan
3. Community Alert Network Contract
4. Canon FAX-L770 Instruction Book
5. ROLM Programming Guide
6. FNP-0-EIP-8, Emergency Communications
7. FNP-0-EIP-8.1, Emergency Phone Directory
8. FNP-0-EIP-8.2, Plant Personnel Home Telephone Directory
9. FNP-0-EIP-9.0, Radiation Exposure Estimation and Classification of Emergencies

**INFORMATION FOR CAN ACTIVATION**

1. Obtain the password from the Unit 2 shift supervisor, the SAS operator, or the security shift foreman for step 4b.
2. Shift supervisor/emergency director determines the message number to be sent from step 4g.
3. Call the CAN hotline at **1-800-552-4226**. If the CAN cannot be reached at the 800 number, the backup number is 1-518-862-0411 or a final number to try is 1-518-862-0987.
4. Provide the following information:
  - a. This is Farley Nuclear Plant.

**NOTE: IF THE PASSWORD FAILS TO BE RECOGNIZED BY THE CAN OPERATOR, REQUEST THAT THEY CALL BACK AT THE PHONE NUMBER LISTED IN STEP "d" TO VERIFY THE REQUIREMENT TO ACTIVATE THE CAN SYSTEM.**

b. The password is \_\_\_\_\_.

c. This is \_\_\_\_\_  
name/title

d. The call-back phone number, if required, is:

- |                |                          |                |                        |
|----------------|--------------------------|----------------|------------------------|
|                | <input type="checkbox"/> | 1-334-814-4532 | Shift Clerk            |
| 1-334-899-5156 | <input type="checkbox"/> | ext. 4532      | Shift Clerk            |
| 1-334-899-5156 | <input type="checkbox"/> | ext. 2353      | Shift Supervisor       |
| 1-334-899-5156 | <input type="checkbox"/> | ext. 2355      | Shift Supervisor       |
| 1-334-899-5156 | <input type="checkbox"/> | ext. 4611      | Security Shift Foreman |
|                | <input type="checkbox"/> | 1-334-814-4611 | Security Shift Foreman |
| 1-334-899-5156 | <input type="checkbox"/> | ext. 2336      | SAS Operator           |
|                | <input type="checkbox"/> | 1-334-899-4614 | SAS Operator           |

**NOTE: FOR AN ACTUAL EMERGENCY CALLOUT, REQUEST THAT BOTH AN INBOUND (STEP E) AND AN OUTBOUND (STEP F) ACTUATION ARE PERFORMED. DURING ACTIVATION DRILLS OR PLANT EMERGENCY DRILLS, ACTIVATE PORTIONS OF THE CAN AS INSTRUCTED BY A DRILL MONITOR OR EMERGENCY PLANNING STAFF DURING DRILLS.**

e.  This is a Farley CAN INBOUND/PAGING activation.

**AND/OR**

f.  This is a Farley CAN OUTBOUND activation.

**NOTE: ONLY READ THE MESSAGE NUMBER, NOT THE TEXT OF THE MESSAGE.**

g. The message number is: \_\_\_\_\_

**Message 1, ACTUAL EMERGENCY CALL OUT - NO SIGNIFICANT RADIOACTIVE RELEASE**

This is a call-out of the ON-SITE emergency organization due to a declared emergency. No significant radioactive release or other hazard restricts access routes. Please respond to the plant as quickly and safely as possible.

**Message 2, ACTUAL EMERGENCY CALL OUT - TRAVEL PRECAUTIONS ARE REQUIRED**

This is a call-out of the ON-SITE emergency organization due to a declared emergency. Conditions exist at the plant that require travel precautions. Use good judgment when traveling to the plant. Please respond to the plant as quickly and safely as possible.

**Message 3, DRILL CALL OUT**

THIS IS A DRILL. This is a call-out of the DRILL CREW ON-SITE emergency organization due to a drill. DRILL CREW ONLY, please respond to the plant as quickly and safely as possible. THIS IS A DRILL.

**Message 4, COMMUNICATION TEST**

THIS IS A DRILL. This is a communication test of the ON-SITE emergency organization. An emergency classification has not been declared. There is no activation of the TSC or EOF. Do not physically report to the plant. This is a communication test. THIS IS A DRILL.

5. After the Community Alert Network has been contacted to activate the system, proceed to FNP-0-EIP-8.3, step 11, to complete the activities associated with a callout of the emergency response staff.

**TSC/EOF ACTIVATION**

\*this column for emergency planning use

Crew Distribution	person contacted	time of contact	response time	*declaration to arrival
<b>TSC STAFF</b>				max. 75 min.
Emergency Director				
Technical Manager				
Maint. Manager				
Operations Manager				
H.P. Manager				
Licensing Engineer				
Chem. Supervisor				
Systems Engineer				
GPTS Support				
Mech. Support				
Elec. Support				
I & C Support				
H.P. Technician				
Chem. Technician				
<b>EOF STAFF</b>				max. 75 min.
Recovery Manager				
RM Assistant				
Dose Assess. Dir.				
Envir. Supervisor				
Comp. Ser. Support				
Reactor Engineer				
Q.C. Support				
RMT Control				
Houston Co. Liaison				
Early Co. Liaison				
RMT 2 HP Tech				

for drill or emergency callout  
 call back numbers \_\_\_\_\_  
 table 2 message # to deliver \_\_\_\_\_  
 Shift Supervisor \_\_\_\_\_  
 Comments \_\_\_\_\_

for quarterly communications drill  
 test start \_\_\_\_\_ / \_\_\_\_\_  
 date/time \_\_\_\_\_  
 person performing callout \_\_\_\_\_

Corrective actions \_\_\_\_\_

Emergency Planning Coordinator review \_\_\_\_\_ date \_\_\_\_\_

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**FNP-0-EIP-8.3**  
**FIGURE 2**

**FIGURE 2 HAS BEEN DELETED.**

# ERDS SCREEN 1

ERDS STATUS	SPDS UNIT #	DATE	TIME
<b>EMERGENCY RESPONSE DATA SYSTEM STATUS</b>			
*	<input type="checkbox"/> ERDS data transmission requested?		
	<input type="checkbox"/> ERDS 1 Status (TSC Alarms) ?		
	<input type="checkbox"/> ERDS 1 Transmitting Unit 1 data?		
	<input type="checkbox"/> ERDS 1 Transmitting Unit 2 data?		
	<input type="checkbox"/> ERDS 2 Status (TSC Alarms) ?		
	<input type="checkbox"/> ERDS 2 Transmitting Unit 1 data?		
	<input type="checkbox"/> ERDS 2 Transmitting Unit 2 data?		
<input type="checkbox"/> SELECT TO START ERDS TRANSMISSION TO THE NRC			
PAGE DOWN TO ERDS POINTS PAGE 1		* NRC may automatically terminate transmission of ERDS data	
-MOVE CURSER TO BOX OF DESIRED OPTION -PRESS SELECT			

## ERDS SCREEN 2

ERDS STATUS	SPDS UNIT #	DATE	TIME
<b>EMERGENCY RESPONSE DATA SYSTEM</b>			
<b>PRESS ESCAPE TO CANCEL, SELECT TO CONTINUE</b>			
<input type="checkbox"/>	<b>SELECT TO CONFIRM THE ACTIVATION OF ERDS</b>		
<b>PRESS ESCAPE TO EXIT ERDS</b>			

# ALABAMA POWER COMPANY PAGING SYSTEM AREA COVERAGE

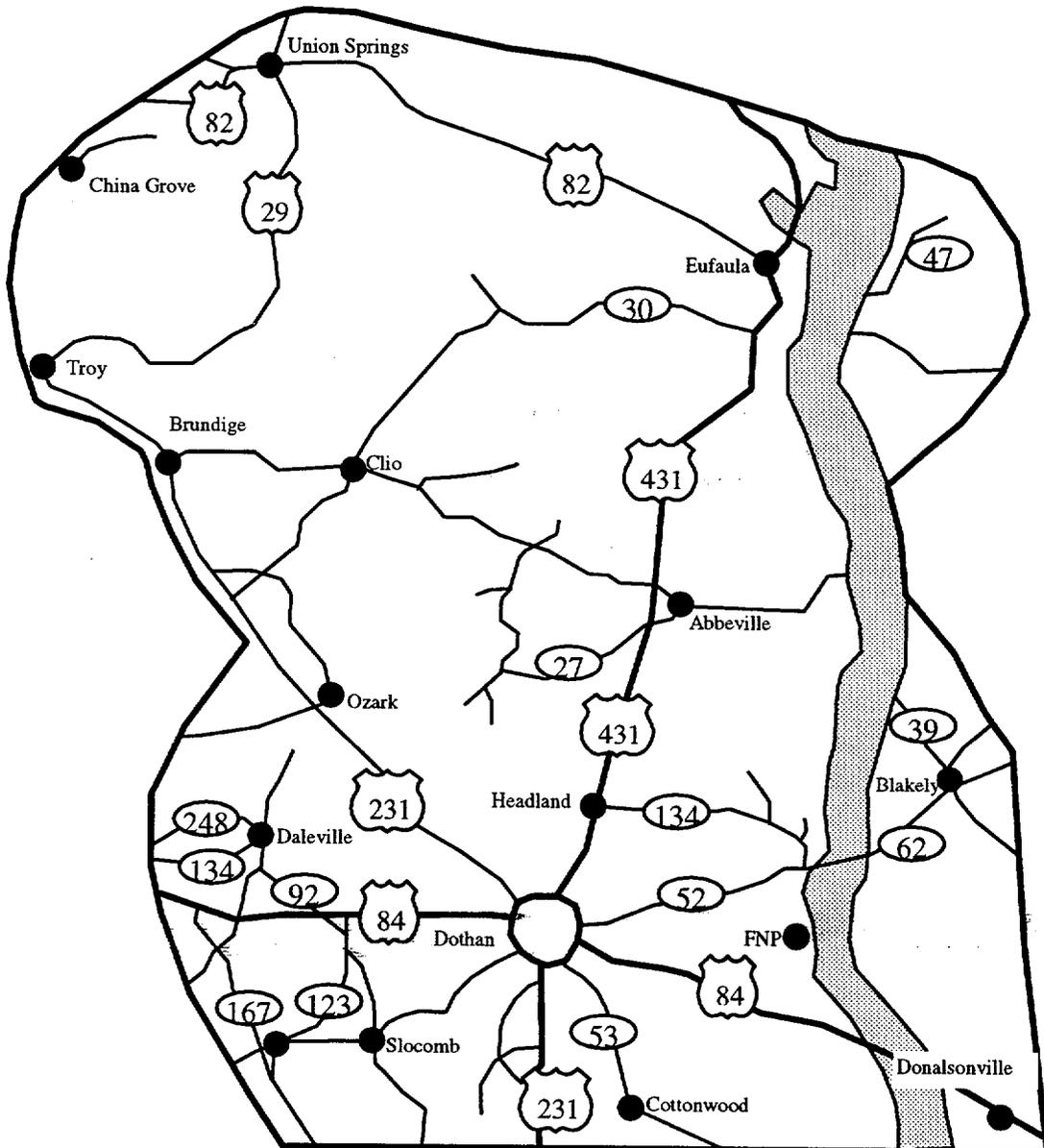


FIGURE 5  
PAGE 1 OF 1

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FNP-0-EIP-8.3  
FIGURE 6

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# HOCS T SWITCHES

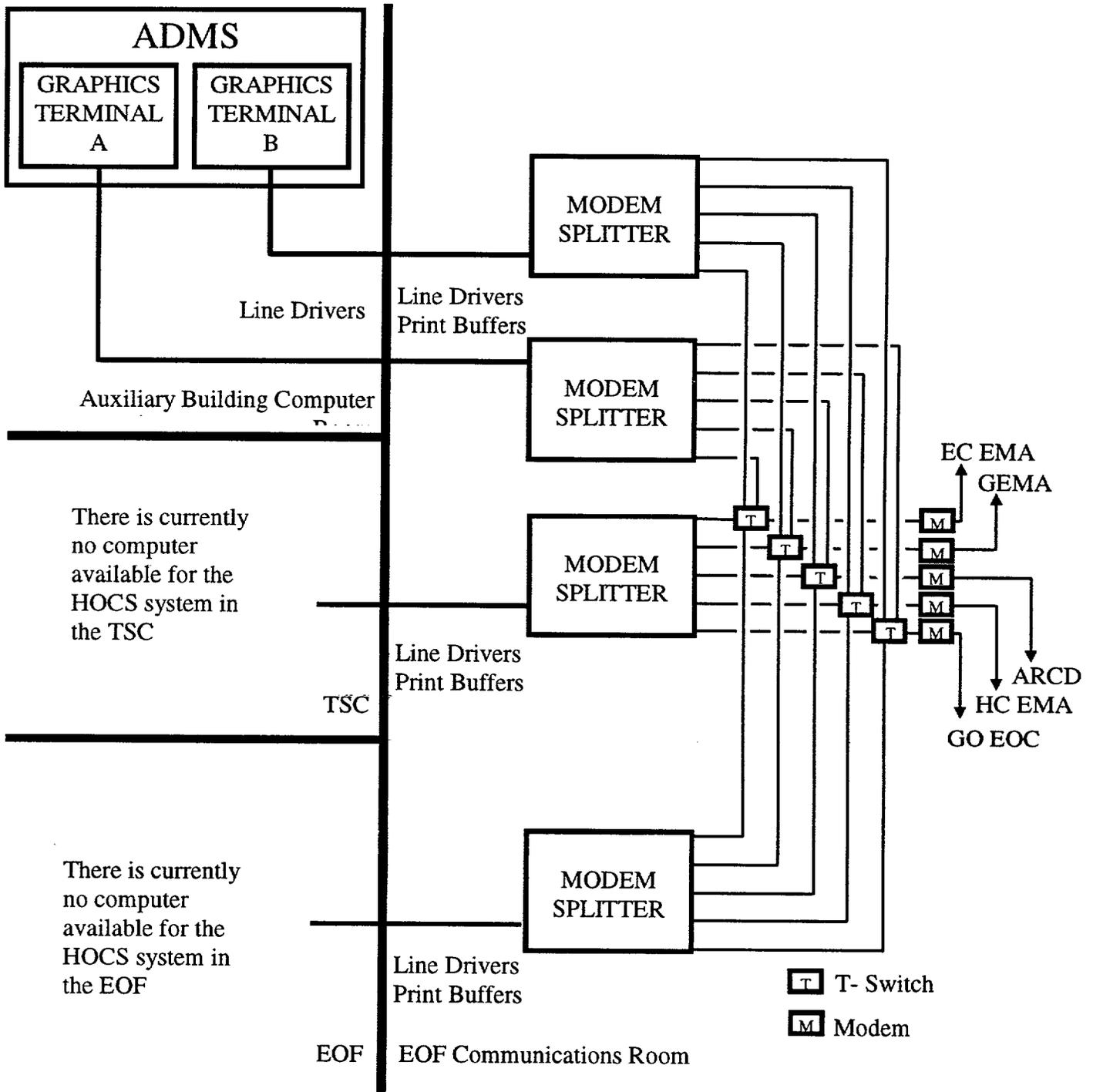


FIGURE 7  
PAGE 1 OF 1

**WESTINGHOUSE EVENT DATA CHECKLIST  
INFORMATION**

INDIVIDUAL RECEIVING DATETIME \_\_\_\_\_ TIME: \_\_\_\_\_  
FARLEY NUCLEAR PLANT \_\_\_\_\_ EVENT

RCS PARAMETERS

- |    |                          |                                |        |
|----|--------------------------|--------------------------------|--------|
| 1. | RCS Pressure             | _____                          | psia   |
| 2. | Trend                    | _____ up / down / stable _____ |        |
| 3. | Pzr Level                | _____                          | % span |
| 4. | Trend                    | _____ up / down / stable _____ |        |
| 5. | Pzr Liq. Temp./Stm Temp. | _____ / _____                  | °F     |
| 6. | Pzr Heaters              | _____ ON / OFF _____           |        |

RCS MAKEUP FLOW STATUS

- |     |                            |              |              |
|-----|----------------------------|--------------|--------------|
| 7.  | Safety Injection, Flowrate | ON/OFF _____ | GPM          |
| 8.  | RWST Level                 | - E _____ F  |              |
| 9.  | Normal Makeup, Flowrate    | ON/OFF _____ | GPM          |
| 10. | Letdown Flowrate           | _____        | gpm/isolated |

NSSS LOOP PARAMETERS

- |     | LOOP                            |                            |                            |                            |
|-----|---------------------------------|----------------------------|----------------------------|----------------------------|
|     | A                               | B                          | C                          |                            |
| 11. | Wide Range T <sub>h</sub>       | _____                      | _____                      | _____                      |
| 12. | Wide Range T <sub>c</sub>       | _____                      | _____                      | _____                      |
| 13. | RCP Status (ON/OFF)             | _____                      | _____                      | _____                      |
| 14. | Steam Generator Pressure (psia) | _____                      | _____                      | _____                      |
| 15. | Trend                           | _____ up/down/stable _____ | _____ up/down/stable _____ | _____ up/down/stable _____ |
| 16. | S.G. Level Wide Ranges (% span) | _____                      | _____                      | _____                      |
| 17. | S.G. Narrow Range (% span)      | _____ up/down/stable _____ | _____ up/down/stable _____ | _____ up/down/stable _____ |
| 18. | Trend                           | _____                      | _____                      | _____                      |
| 19. | Steam Flow (% nominal)          | _____                      | _____                      | _____                      |
| 20. | MSIV Status (open/closed)       | _____                      | _____                      | _____                      |
| 21. | Main Feed Water Flow            | _____                      | _____                      | _____                      |
| 22. | Auxiliary Feed Water Flow (gpm) | _____                      | _____                      | _____                      |
| 23. | Condensate storage tank level   | _____ E _____              | _____ F _____              |                            |

CONTAINMENT PARAMETERS

- |     |                            |                  |    |
|-----|----------------------------|------------------|----|
| 24. | Containment Pressure, Temp | _____ psig _____ | °F |
| 25. | Containment Radiation      | _____            |    |
| 26. | Recirculation Sump Level   | _____            |    |
| 27. | Hydrogen Concentration     | _____ % _____    |    |

NOTES \_\_\_\_\_

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FNP-0-EIP-8.3  
FIGURE 9

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MANUAL FAX INSTRUCTIONS

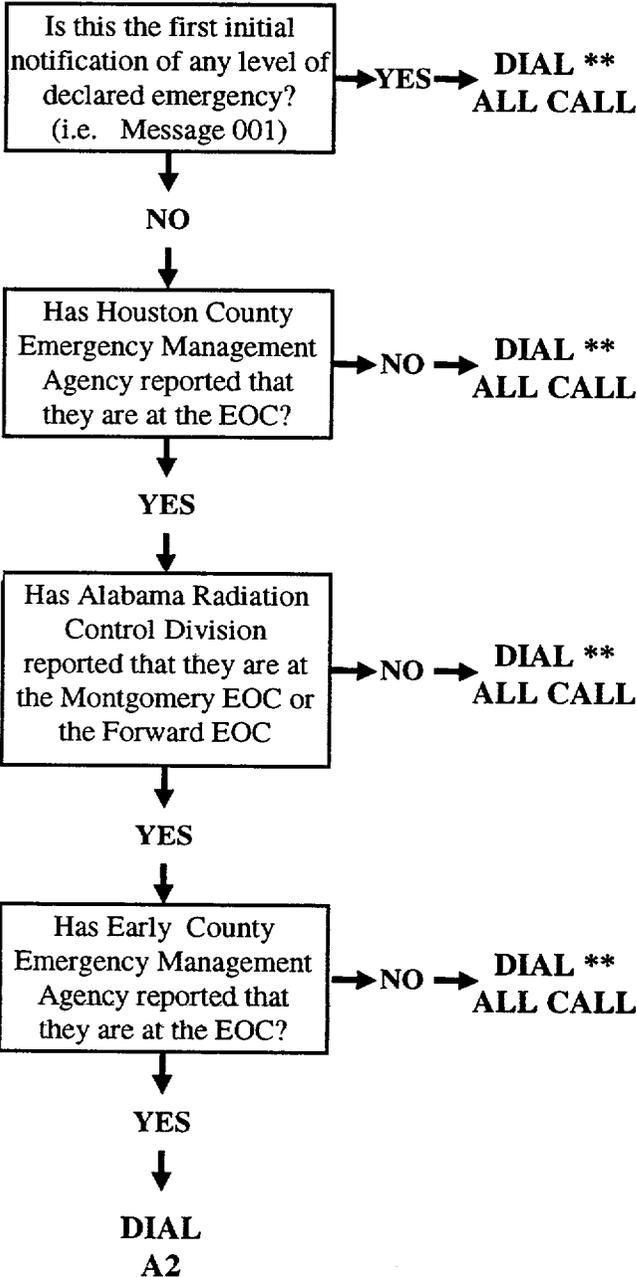
MANUAL DIRECT FAX

1. INSERT DOCUMENT FACE DOWN IN THE FAX.
2. DIAL THE FULL PHONE NUMBER FROM THE KEYBOARD ON THE FRONT OF THE MACHINE.
3. PRESS "START" (GREEN KEY). THE FAX MACHINE WILL NOW DIAL THE NUMBER, AND WHEN THE RECEIVING FAX MACHINE ANSWERS THE FAX MACHINE WILL NOW SLOWLY FEED THE DOCUMENT IN AND DIRECTLY TRANSMIT THE FAX TO THE RECEIVING LOCATION.
4. IF THERE IS NO ANSWER OR THE LINE IS BUSY THE FAX MACHINE WILL ATTEMPT TO REDIAL THE NUMBER IN APPROXIMATELY THREE MINUTES. IT WILL TRY TO REDIAL TWICE.
5. TO STOP THE FAX OPERATION PRESS THE "STOP" (RED) BUTTON.

**ENN FLOWCHART**

**NOTE:** ALL CALL\*\* should be used if there is doubt as to the proper group to use when making notifications

**NOTE:** Use the button on the handset as a press to talk button when transmitting messages



**DIAL A3 FOR DRILLS THAT DO NOT INCLUDE THE STATE OR LOCAL AGENCIES**

11	ALABAMA RADIATION CONTROL DIVISION AT MONTGOMERY EOC A2
12	STATE TROOPERS IN MONGOMERY
13	ALABAMA RADIATION CONTROL DIVISION AT ALABAMA FORWARD EOC (A2)
21	GEORGIA EMERGENCY MANAGEMENT AGENCY AT ATLANTA EOC (A2)
22	GEORGIA EMERGENCY MANAGEMENT AGENCY AT GEORGIA FORWARD EOC (A2)
31	HOUSTON COUNTY SHERIFF IN DOTHAN
41	EARLY COUNTY EMERGENCY MANAGEMENT AGENCY AT EARLY COUNTY EOC
42	EARLY COUNTY SHERIFF IN BLAKELY
51	ALABAMA EMERGENCY MANAGEMENT AGENCY AT CLANTON EOC
61	FNP SHIFT FOREMANS OFFICE (A2, A3)
62	FNP TSC (A2, A3)
63	FNP EOF (A2, A3)
64	FNP ALTERNATE EOF IN HEADLAND (A2, A3)
65	FNP EOC IN BIRMINGHAM (A2, A3)
71	FNP SIMULATOR (A2, A3)
72	FNP SIMULATOR INSTRUCTORS BOOTH (A2, A3)

07/17/00 16:18:19

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FNP-0-EIP-0.0  
July 17, 2000  
Revision 11

FARLEY NUCLEAR PLANT  
EMERGENCY PLAN IMPLEMENTING PROCEDURE 0.0  
FNP-0-EIP-0.0

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D

EMERGENCY ORGANIZATION

PROCEDURE USAGE REQUIREMENTS per FNP-0-AP-6	SECTIONS
Continuous Use	
Reference Use	
Information Use	ALL

Approved:

  
Nuclear Plant General Manager



Date Issued 7-31-00

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## EMERGENCY ORGANIZATION

1.0 Purpose

This procedure establishes and delineates the lines of authority for coping with operational accidents.

2.0 References

J. M. Farley Nuclear Plant Emergency Plan

FNP-0-AP-16, Conduct of Operations-Operations Group

3.0 General

- 3.1 The on-shift complement available to immediately respond to a plant emergency, and their responsibilities to the Emergency Plan, are described in step 4.0.
- 3.2 The Technical Support Center, when activated, will be staffed as described in step 5.0.
- 3.3 The Emergency Operations Facility, when activated, will be staffed as described in step 6.0.
- 3.4 The breakroom outside the TSC shall be the Operations Support Center (OSC). The OSC will be the assembly area for on-shift Operations, Chemistry, Environmental, Health Physics and Health Physics Support personnel who do not have specific duties specified in step 4.0.
- 3.5 The Shift Supervisor shall only be relieved of his licensed operational responsibilities by a person who is qualified by FNP-0-AP-16 to assume the duties of the Shift Supervisor.
- 3.6 After the Emergency Response Facilities (ERFs) have been made functional, the ERF staff is expected to comply with all requirements listed in the EIPs. During setup, prior to the facility becoming functional, some latitude can be used by the staff to facilitate the setup of the ERF (SAER 96 EP 16-1, Comment 5).

4.0 On-Shift Response to a Plant Emergency

- 4.1 The Operations Shift Superintendent (OSS) will be the Emergency Director (ED) who will function in that role in the event of an emergency until the Nuclear Plant General Manager or other designated ED arrives on site and relieves the OSS of

the ED function. The OSS may delegate any of his ED duties except those items in FNP-0-EIP-3.0 listed as items that cannot be delegated.

In addition to the ED function, the OSS will fill the emergency plan SRO role of plant operations and operational assessment if other Shift SRO's are not available.

- 4.2 The affected unit Shift Supervisor shall direct the operational activities of the plant to combat the plant emergency.
- 4.3 The unaffected unit Shift Supervisor, in addition to maintaining oversight responsibility for the unaffected unit, will be responsible for communicating emergency information to the NRC. The NRC communicator function may also be filled by other individuals that are on shift and not required to be performing other functions. This position may also be used for the ENN operator to the state and local agencies if the shift clerk is unavailable.
- 4.4 The minimum on-shift operations staff required to support the emergency plan, other than the Shift Supervisors, will include the following positions, with the indicated responsibilities and assembly areas:
  - Shift Technical Advisor, core thermal hydraulic evaluation. Assigned assembly area is the control room.
  - Shift Support Supervisor, Fire Brigade. Assigned assembly area is the breakroom outside the TSC or the control room. This individual may be used as a communicator or for plant operations in the event that there is no fire brigade required for the emergency.
  - Control Room Operators (2) (affected unit), plant operations. Assigned assembly area is the control room.
  - Control Room Operators (opposite unit) (as required by Technical Specifications), plant operations. Assigned assembly area is the control room.
  - System Operators (2), plant operations. Assigned assembly area is the breakroom outside the TSC.
  - Other System Operators (as required by Technical Specifications), plant operations. Assigned assembly area is the breakroom outside the TSC.
  - Shift Clerk assigned as the ENN operator to notify the state and local agencies. This position will coordinate the ERO callout per FNP-0-EIP-8.3 with security. The shift clerk will provide an updated on-call list to security in the secondary alarm station (SAS) on a daily basis. Assigned assembly area is the TSC or the control room.

- 4.5 The minimum on-shift maintenance staff will include the following positions, with the indicated responsibilities and assembly areas:
- Performance Assistant Team Leader, supervise repair and corrective action. Assigned assembly area is the Maintenance Shop.
  - Mechanical Journeyman, repair and corrective action. Assigned assembly area is the Maintenance shop.
  - Electrical Journeyman, repair and corrective action. Assigned assembly area is the Maintenance shop.
  - I&C Journeyman, repair and corrective action. Assigned assembly area is the Maintenance shop.
- 4.6 The minimum on-shift Chemistry/Health Physics staff will include the following positions, with the indicated responsibilities and assembly areas:

- Shift Radiochemist

TSC dose assessment, follow-up message generation and sample analysis. The dose assessment and follow-up message generation function will be turned over to the EOF when the EOF is functional. The Shift Radiochemist will continue to track dose assessment to keep the Emergency Director informed. If the Shift Radiochemist is required for sample analysis, the Chemistry supervisor (or other qualified person) will track dose assessment. Assigned assembly area is the TSC.

- Chemistry/Health Physics Technician designated as RMT Controller

Radiation Monitoring Team Control will be performed in the TSC by the RMT Controller per EIP-4, prior to the EOF becoming functional. The RMT control function will be turned over to the EOF RMT Controller when the EOF is functional. The RMT Controller will continue to track RMTs after turnover to keep the Emergency Director informed. If an RMT is dispatched, or the in-plant survey team is sent into the plant, this individual will coordinate with the RMT 1 leader or the in-plant HP tech and the Emergency Director to provide additional individuals for these functions per FNP-0-EIP-4.0 and FNP-0-EIP-6.0. The assigned assembly area for the RMT Controller is the TSC. The position of RMT Controller will normally be filled by the Chemistry Technician-Rad Protection or Chemistry Technician Sampling, when it does not interfere with other emergency responsibilities, or by a separate HP Technician. This position does not require a separate on shift individual.

- HP Technician I, RMT 1 Leader (On/Off-site)

This RMT will require one additional person who is qualified RWT/respirator. The RMT leader will coordinate with the RMT Controller and the Emergency Director to provide an additional Radiation Worker/Respirator trained individual for the RMT. Due to the qualifications of the RMT leader and the continuous tracking of the RMT by the controller, the requirements of FNP-0-EIP-10 AND FNP-0-EIP-14.0 are waived for the RMT when they are dispatched. When dispatched as an RMT, perform duties per EIP-4. The assigned assembly area for the RMT leader is the TSC unless the RMT has been dispatched.

- HP Technician I or II - In-plant Surveys

Perform in-plant surveys as required for the emergency that is in progress. The in-plant survey team will require one additional person who is qualified RWT/respirator. The in-plant survey HP Tech will coordinate with the RMT Controller and the Emergency Director to provide an additional Radiation Worker/ Respirator-trained individual for this function. Assigned assembly area is the breakroom outside the TSC.

- HP Technician I - Rad Protection

Take overall charge of the Radiation Protection functions of HP coverage for access control, repair and corrective actions, search and rescue, first aid, fire fighting, personnel monitoring and dosimetry. Assigned assembly area is the breakroom outside the TSC.

- Chemistry Technician, Rad Protection

Assist the Rad Protection HP Technician in the performance of his duties. Assigned assembly area is the breakroom outside the TSC. This position may also fill the position of RMT Controller.

- Chemistry Technician - Sampling

Perform sampling as required for the emergency that is in progress. Assigned assembly area is the breakroom outside the TSC. This position may also fill the position of RMT Controller.

#### 4.7 Security Force

- In addition to the requirements of FNP-0-EIP-7.0, the Security Force is required to assist with accountability in the Control Room and the TSC if the plant emergency alarm is sounded.

- One Security Force Members (SFM) will be dispatched to the Emergency Operations Facility for initial set-up of the EOF. The SFM will remain in the EOF for access control, once the EOF has been established. Assigned assembly area is the EOF.
  - One Security Force Member (SFM) will be assigned to perform the ERO callout per FNP-0-EIP-8.3 as directed by the OSS or the Shift Clerk.
- 4.8 Document Control Administrative Assistant (DC Administrative Assistant). The on-shift or on-call designated DC Administrative Assistant will report to the Emergency Operations Facility to aid with the initial setup and act as the Status Board Keeper. The assigned assembly area for the designated DC Administrative Assistant is the EOF.

If there is a Document Control Administrative Assistant (DC Administrative Assistant) on the plant site for all shifts 24 hours a day, one DC Administrative Assistant will be designated to respond to the EOF in the event of an emergency. The designated DC Administrative Assistant will carry a CAN pager and respond to the EOF if an ALERT, Site Area Emergency or General Emergency is announced or if contacted by the CAN system or Shift Clerk.

If Document Control does not have a Administrative Assistant on site 24 hours a day, an On-Call Document Control Administrative Assistant will be designated by the Document Control Supervisor. The On-call DC Administrative Assistant will respond as described above. The Document Control Supervisor will provide the Shift Clerk with a list of on-call DC Administrative Assistants.

- 5.0 The Technical Support Center Staff, when fully activated, will consist of the following individuals. The level of staffing and the specific duties of these individuals is discussed in FNP-0-EIP-6.0:

**NOTE: The positions with an asterisk are the minimum TSC Staff as described in FNP-0-EIP-6.0, step 18.0.**

- \* • Emergency Director (on-call)
- \* • Technical Manager (on-call)
- \* • Maintenance Manager (on-call)
- \* • Health Physics Manager (on-call)
- \* • Operations Manager (on-call)

- Chemistry Supervisor (on-call)
- Licensing Engineer (on-call)
- Systems Engineer (on-call)
- Shift Radio Chemist (from on-shift)
- Chemistry/Health Physics Technician designated as RMT Controller (from on shift)
- OSC Manager (on-call)

6.0 The Emergency Operation Facility Staff, when fully activated, will consist of the following individuals. The level of staffing and the specific duties of these individuals is discussed in FNP-0-EIP-27.0.

**NOTE:** The positions with an asterisk are required for the minimum EOF Staff as described in FNP-0-EIP-27.0, step 21.0. One of the individuals in the positions marked with a # are required for communications. One of the individuals in the positions marked with a @ are required for dose assessment.

- \* • Recovery Manager (on-call)
- \* • Recovery Manager Assistant (on-call)
- \* • Dose Assessment Director (on-call)
- @# • Environmental Supervisor (on-call)
- @# • Reactor Engineer (on-call)
- @ • Computer Services staff member (on-call)
- # • QC Staff Member (on-call)
- RMT Controller (on-call)
- Houston Co. Liaison (on-call)
- Early Co. Liaison (on-call)
- HP Technician, RMT 2 (off-site). (On-Call) This RMT will require one additional person who is qualified RWT/respirator.

- HP Technician, RMT 3 (off-site). (On-Call) This RMT will require one additional person who is qualified RWT/respirator.
- Two (2) Security Force Members (from on-shift)
- Document Control Administrative Assistant (from on-shift or on-call)

7.0 The following support personnel, if available, are responsible for the duties described below. In the event the below listed personnel are not available, the respective assistant, foreman, designated individual or senior individual in the respective OSC will fulfill the function. For any individual who is in an on-call position, the on-call responsibility takes precedence.

7.1 Unit Superintendents not on call shall report to the breakroom outside the TSC, and direct the efforts of the operations support personnel as directed.

7.2 Performance Team Leaders shall report to their respective assembly areas to direct the efforts of emergency repair parties.

7.3 The Health Physics Supervisor shall report to the breakroom outside the TSC and direct the activities of the Health Physics support staff.

7.4 Off shift Security Supervision shall report to Central Security Control and direct the activities of non-essential security personnel.

8.0 Personnel not assigned specific duties during the emergency shall remain in their designated assembly areas after the Plant Emergency Alarm has sounded, and take direction from the senior individual in the assembly area.

9.0 Should the TSC become untenable, the Emergency Director shall relocate members of the emergency organization to alternate locations as described in FNP-0-EIP-6.0 to perform required emergency functions.

10.0 Should the EOF become untenable, the Recovery Manager will relocate the EOF staff to the alternate EOF, as described in FNP-0-EIP-27.1.

#### 11.0 Call List Responsibilities

11.1 The individuals listed in the on-call memorandum from the Nuclear Plant General Manager will serve as the On-Call Emergency Staff. The scheduled individual may arrange for substitution by another person on his rotation or designated alternate for that position by notifying the Shift Clerk and the On-Call Emergency Director.

- 11.2 While in the On-Call status, the On-Call individual must meet the following requirements:
- a. Fit for Duty
- and
- b. Within one hour driving time of the plant
- and
- c. In the area covered by Alabama Power pager system as shown in EIP-8.3, with the pager on
- or
- at a specific location that the individual can be reached by phone or cellular phone, and the control room has the phone number.
- 11.3 When the Community Alert Network pager is activated, On-Call individuals should call the 800 number displayed on the pager and respond with their Social Security number and the number of minutes to arrive at the TSC (should be a two digit number less than 60 minutes and greater than 0).
- 11.4 When the Community Alert Network pager is activated, personnel listed on the On-Call memorandum, but not on-call, may call in and input their Social Security number. To indicate that you are available but not coming to the site at the present, enter 99 for number of minutes.
- 11.5 In the event that the pager system fails, the Community Alert Network will call all individuals on the On-Call memorandum at their home phone numbers. When called, enter your Social Security number. If you are in an On-Call status at the time, enter the number of minutes to arrive at the site (should be a two-digit number less than 60 minutes and greater than 0). If you are not in the On-Call status, enter 99 for the number of minutes, to indicate that you are not coming to the site but are available.
- 11.6 If an individual who is not on-call reports to the site, that individual must meet the same requirements for Fitness For Duty as an on-call individual.
- 11.7 Refer to EIP-8.3 for details of Community Alert Network procedure.

**12.0 Severe Accident Management Implementation**

In the event that the SAMGs are implemented, the following individuals have SAMG responsibilities as indicated below. The evaluators who are in the EOF may be relocated to the TSC at the discretion of the ED and RM:

Emergency Director (TSC)	-	Decision Maker
Technical Manager (TSC)	-	Evaluator
Operations Manager (TSC)	-	Evaluator
Systems Engineer (TSC)	-	Evaluator
Recovery Manager Assistant (EOF)	-	Evaluator
Reactor Engineer (EOF)	-	Evaluator
Dose Assessment Director (EOF)	-	Evaluator

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FNP-0-EIP-3.0  
July 17, 2000  
Revision 12

FARLEY NUCLEAR PLANT  
EMERGENCY PLAN IMPLEMENTING PROCEDURE 3.0  
FNP-0-EIP-3.0

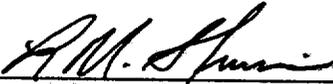
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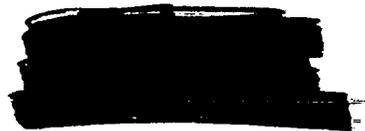
DUTIES OF THE EMERGENCY DIRECTOR

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PROCEDURE USAGE REQUIREMENTS PER FNP-0-AP-6	SECTIONS
Continuous Use	
Reference Use	
Information Use	ALL

Approved:

  
\_\_\_\_\_  
Nuclear Plant General Manager



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7.0	Emergency Director Responsibilities That Cannot Be Delegated	3

## DUTIES OF THE EMERGENCY DIRECTOR

## 1.0 Purpose

This procedure provides guidance for the Emergency Director during emergency situations. Guidelines in FNP-0-EIP-9.0 may be used to track completion of duties.

## 2.0 References

See Table 1.

**NOTE: This procedure applies to the Emergency Director's activities during emergency conditions at Farley Nuclear Plant. Changes in methods as set forth in this procedure may be made at the Emergency Director's discretion. This procedure is not intended to be all-inclusive, but is a guide which may be of use to the Emergency Director.**

3.0 Required Emergency Director Procedures. A copy of FNP-0-EIP-9.0, 8.0, 8.1 and this procedure should be maintained with the on-call Emergency Director at all times.

4.0 Operations Shift Superintendent (OSS) Responsibility. The OSS shall execute the duties of the Emergency Director prior to being properly relieved by the on-call Emergency Director (ED). Once properly relieved by the on-call ED, the OSS will continue to provide assessment of operational aspects and operational support activities to combat the emergency and place the unit in a safe condition, in accordance with the applicable plant procedures.

5.0 Emergency Director Relief. The OSS shall, upon being relieved as the Emergency Director, provide the on-call Emergency Director any of the following information that is applicable.

- Status of the affected unit
- Status of the unaffected unit
- Emergency classification and basis for classification
- Emergency actions initiated
- Radiological release information
- News/Media release information
- Requests initiated for off-site assistance

- Notifications initiated
  - Prognosis for the event
- 5.1 Emergency Director Relief Announcement. The on-call Emergency Director, upon assuming those duties, should make or have made an announcement to that effect to the Control Room staff and the Technical Support Center staff.
- 6.0 Emergency Director Responsibility. The Emergency Director shall have the responsibility for the overall direction of the plant emergency activities, and with interfacing with off-site agencies prior to staffing of the Emergency Operations Facility (EOF). The Emergency Director shall, in addition to the specific actions delineated in applicable EIPs, consider the following actions.
- 6.1 Evaluate plant conditions and declare the appropriate emergency classification per FNP-0-EIP-9.0.
- 6.2 Direct emergency actions for the declared emergency per the applicable FNP-0-EIP-9.0 guideline.
- 6.3 Verify correct Control Room response to the current plant conditions.
- 6.4 Keep Recovery Manager and Emergency Support Manager informed of plant status.

**NOTE: FNP-0-EIP-9.0, TABLE 2, LISTS ERF ACTIVATION REQUIREMENTS.**

- 6.5 Activate Emergency Response Facilities (ERFs), as directed in FNP-0-EIP-9.0. The level of activation of the Emergency Response Facilities is left to the discretion of the Emergency Director and the Recovery Manager for all classifications except General Emergency. A General Emergency requires that all Emergency Response Facilities be fully activated. As a general good practice, the Emergency Director can, if desired, relieve the Control Room of communications responsibilities by partially activating the TSC at the NOUE level, as described in FNP-0-EIP-6.0. For all classifications at the Alert level and above, it is recommended that TSC, OSC and the EOF be fully staffed initially. After plant conditions have stabilized, then the decision can be made to reduce ERF staffing levels to what is needed for plant conditions.
- 6.6 Emergency Event De-escalation has to be agreed upon by both the Emergency Director and the Recovery Manager. Closing out, or downgrading, of an emergency classification shall not be delegated to other elements of the emergency organization. Specific details of de-escalation are discussed in FNP-0-EIP-28.0.

6.7 Arrange TSC relief crews as follows:

6.7.1 Within eight (8) hours of the declaration of an emergency, make provisions to have personnel available, if necessary, to relieve the currently required TSC and OSC staff.

6.7.2 Within sixteen (16) hours of the declaration of an emergency, make provisions to have personnel available, if necessary, for 24-hour staffing of the currently required TSC and OSC staff.

7.0 Emergency Director Responsibilities That Cannot Be Delegated

As a general rule, most of the duties and responsibilities of the Emergency Director can be delegated as necessary to provide for the most effective utilization of the staff. However, the following responsibilities can not be delegated:

- The decision of classifying or upgrading the Emergency Classification
- The decision of downgrading or closing out the current Emergency Classification in conjunction with the Recovery Manager
- The decision to notify offsite government agencies of Emergency status
- The decision on making recommendations to state and local agencies for evacuations.
- The decision to have a re-entry made into a hazardous area of the plant per FNP-0-EIP-14.0.
- The decision to allow an individual to exceed the normal 10 CFR 20 radiation exposure limits per FNP-0-EIP-14.0.

TABLE 1

1. Joseph M. Farley Nuclear Plant Emergency Plan
2. FNP-0-EIP-0.0, Emergency Organization
3. FNP-0-EIP-6.0, TSC Setup And Activation
4. FNP-0-EIP-7.0, Security Support To The Emergency Plan
5. FNP-0-EIP-8.0, Non-Emergency Notifications
6. FNP-0-EIP-8.1, Emergency Phone Directory
7. FNP-0-EIP-9.0, Emergency Classification And Actions
8. FNP-0-EIP-10.0, Evacuation And Personnel Accountability
9. FNP-0-EIP-14.0, Personnel Movement, Relocation, Re-Entry, And Site Evacuation
10. FNP-0-EIP-27.0, Activation Of The Emergency Operations Facility
11. FNP-0-EIP-28.0, De-Escalation