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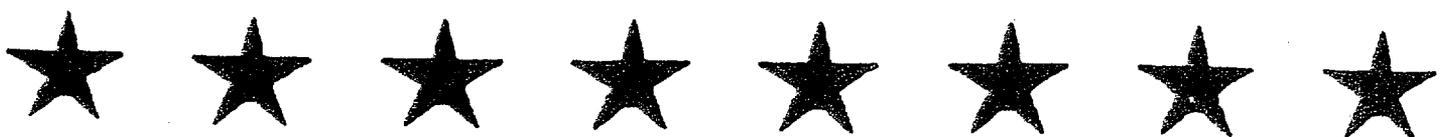
<u>Number</u>	<u>Title</u>	<u>Revision</u>	<u>Effective Date</u>
EP-IP-100	Emergency Classification and Notification	12	01/26/00
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EP-IP-202	Company Spokesperson	2	03/15/00
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EP-IP-231	Onsite Radiation Protection	5	07/25/00
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PILGRIM NUCLEAR POWER STATION

Procedure No. EP-IP-220

TSC ACTIVATION AND RESPONSE



Stop
Think
Act
Review

SAFETY RELATED

REVISION LOG

REVISION 11

Date Originated 8/00

Pages Affected

Description

All

Revise Procedure to reflect PNPS 1.3.4-1 format. Revision bars are not shown for reformatting.

6

Remove reference to transport Procedures to the TSC to reflect current storage of Procedure within the TSC.

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1.0 PURPOSE

This Procedure provides instructions to the Technical Support Center (TSC) Supervisor, the Engineering Coordinator/Operations, and the Engineering Coordinator/Systems for the activation and operation of the TSC.

2.0 REFERENCES

- [1] EP-PP-01, "*PNPS Emergency Plan*"

3.0 DEFINITIONS

None

4.0 DISCUSSION

None

5.0 RESPONSIBILITIES

- [1] The TSC Supervisor is responsible for:
- (a) Implementing this Procedure.
 - (b) Verifying that continuous accountability of technical support personnel located in the TSC is maintained.
 - (c) Serving as liaison between the TSC staff and the Emergency Plant Manager.
 - (d) Providing technical assessment as required to support the Control Room operating staff in responding to an emergency.
 - (e) Assessing current plant status and conditions in relation to the Emergency Action Levels and providing recommendations to the Emergency Plant Manager regarding emergency classification.
 - (f) Directing and coordinating the activities of each of the functional technical support groups:
 - (1) Engineering/Systems

(2) Engineering/Operations

(3) Engineering Support/Technical Assessment Group

[2] The Engineering Coordinator/Systems is responsible for:

- (a) Directing the activities of the Systems Engineering staff.
- (b) Providing plant system, Reactor, radiological, chemical, and fire protection technical assessment as requested to support the emergency response.
- (c) Determining the extent of core damage through available means as appropriate.

[3] The Engineering Coordinator/Operations is responsible for:

- (a) Directing the activities of the Operations Engineering staff.
- (b) Providing plant operations technical assessment as requested to support the emergency response.

[4] The Engineering Support/Technical Assessment Group Coordinator is responsible for directing and coordinating the activities of the Engineering Support staff to assist the TSC in providing engineering solutions in mitigating an emergency situation.

6.0 PROCEDURE

6.1 FACILITY ACTIVATION

[1] The TSC Supervisor shall:

- (a) Sign in on the TSC sign-in board.
- (b) Assume command of the TSC.
- (c) Upon their arrival, direct the Engineering Coordinators (Systems and Operations) to activate the TSC in accordance with this Procedure.
- (d) Upon arrival, direct the TSC Log/Status Board Keeper to man the Plant Data Phone (PDP) and commence updating the Plant Data and Event Chronology Status Boards as information becomes available.
- (e) Inform the Emergency Plant Manager that the TSC has been activated when all of the following conditions have been met:
 - (1) Both the Systems and Operations Engineering groups report that they are capable of performing assessment activities.

- (2) Communications have been established with the Control Room over the Mitigation Line and the PDP and the Operations Engineering staff is capable of assessing current plant status.
- (3) The TSC ventilation system is in the appropriate operational mode.

[2] The Engineering Coordinator/Systems shall:

- (a) Sign in on the TSC sign-in board.
- (b) Report to the TSC Supervisor when the Systems Engineering staff is capable of performing assessment activities. The following positions should be manned for Systems Engineering group activation
 - (1) Chemical Engineer (1)
 - (2) Fire Protection Engineer (1)
 - (3) Reactor Engineer (1)
 - (4) I&C Engineer (1)
 - (5) Mechanical Engineer (1)
 - (6) Electrical Engineer (1)

[3] The Engineering Coordinator/Operations shall:

- (a) Sign in on the TSC sign-in board.
- (b) Place the TSC ventilation system in the appropriate operational mode in accordance with EP-IP-229, "*TSC/OSC Equipment Operation*".
- (c) Assign a staff member (preferably the off-shift SRO, otherwise with an Operations Engineer) to establish an open line of communications with the Control Room on the Mitigation Line.
- (d) Direct an Operations Engineer to man the Plant Data Phone (PDP), as necessary, to obtain information provided by the Control Room PDP communicator.
- (e) Establish or direct the Computer Engineer to establish the Emergency Response Display System (ERDS) computer terminal link with the NRC in accordance with EP-IP-229, "*TSC/OSC Equipment Operation*".

- (f) Report to the TSC Supervisor when the Operations Engineering staff is capable of performing assessment activities and the Mitigation Line is manned. The following positions should be manned for Operations Engineering group activation:
 - (1) Operations Engineers (2)
 - (2) Computer Engineer (1)
 - (3) Off-shift SCRE (1, called in by the Emergency Plant Operations Supervisor in accordance with EP-IP-210)
- [4] The Engineering Support/Technical Assessment Group (ES/TAG) Coordinator shall:
 - (a) Sign in on the TSC sign-in board.
 - (b) Coordinate with the TSC Supervisor to determine, based upon the nature of the event, what additional technical assessment staff should be called out (i.e., which discipline(s) of engineering assistance will be necessary).
 - (c) Direct the ES/TAG Administrative Assistant to maintain a log of ES/TAG activities and to perform the callouts of all identified personnel.

6.2 FACILITY OPERATION

- [1] The TSC Supervisor shall:
 - (a) Through discussions with the Emergency Plant Manager, obtain information on Station status and the tasks expected to be developed given the current situation.
 - (b) Direct technical and operational assessment activities in accordance with Section 6.3 as required to support the Control Room operating staff and ERO personnel in responding to the event.
 - (c) Provide the Emergency Plant Manager with:
 - (1) Recommendations for changes in emergency classification based on assessment of current and projected plant status in relation to the Emergency Action Levels (EP-IP-100, "*Emergency Classification and Notification*").
 - (2) TSC task status updates and priorities.
 - (3) Information on equipment operational problems and alterations in plant systems operations or lineups.
 - (d) Provide periodic updates on plant status and anticipated actions to all TSC personnel.

- (e) Ensure that the TSC Log/Status Board Keeper maintains status boards up-to-date and that current plant data is being made available.
- (f) Should there be any indication of actual or potential fuel damage, direct the Engineering Coordinator/Systems to conduct core damage assessment in accordance with EP-IP-330.
- (g) If additional TSC personnel are necessary, contact the Logistics Supervisor in the EOF and identify the individuals and/or organizations which are required.

[2] The Engineering Coordinator/Systems shall:

- (a) Direct plant system-related engineering assessment tasks in accordance with Section 6.3 as requested.
- (b) When directed by the TSC Supervisor, implement EP-IP-330, "*Core Damage Assessment*," and report results to the TSC Supervisor.
- (c) Initially verify accountability of the Systems Engineering staff in the TSC by ensuring that all personnel have signed in on the TSC sign-in board (and thereafter maintain continuous accountability).
- (d) Report any need for additional Systems Engineering personnel to the TSC Supervisor.

[3] The Engineering Coordinator/Operations shall:

- (a) Direct operations-related engineering assessment tasks in accordance with Section 6.3 as requested.
- (b) Provide up-to-date plant status to the TSC Supervisor and TSC Log/Status Board Keeper in order to maintain facility logs and status boards current.
- (c) Maintain an open line of communications with the Control Room over the Mitigation Line.
- (d) Continually assess actual and projected plant status in relation to the Emergency Action Levels (EP-IP-100, "*Emergency Classification and Notification*") and make recommendations to the TSC Supervisor on changes in the emergency classification.
- (e) Initially verify accountability of the Operations Engineering staff in the TSC by ensuring that all personnel are signed in on the TSC sign-in board (and thereafter maintain continuous accountability).
- (f) Report any need for additional Operations Engineering personnel to the TSC Supervisor.

[4] The ES/TAG Coordinator shall:

- (a) Direct engineering support-related tasks in accordance with Section 6.3 as requested.
- (b) Direct the ES/TAG Administrative Assistant to maintain a log of technical assessment activities.
- (c) Coordinate with the Logistics staff in the EOF to coordinate internal engineering assistance or to contact any outside organizations (GE, Bechtel, etc.) from which engineering assistance is required.
- (d) Periodically review ES/TAG support efforts with the TSC Supervisor.
- (e) Direct the ES/TAG Administrative Assistant to coordinate with the Logistics Supervisor to make arrangements for:
 - (1) Protracted technical assessment support (e.g., 24-hour staffing).
 - (2) Supplies, lodging, and transportation or other support for response personnel.
- (f) Initially verify accountability of the ES/TAG staff in the TSC by ensuring that all personnel have signed in on the TSC sign-in board (and thereafter maintain continuous accountability).
- (g) Notify the American Nuclear Insurers (ANI) and the Nuclear Electric Insurance Limited (NEIL). Phone numbers are provided in the Emergency Telephone Directory.
- (h) When appropriate, direct the technical assessment staff to develop an outline of engineering actions which will be required for recovery from the event.

6.3 TASK ASSIGNMENT

[1] A task is identified and initiated by any member of the ERO and documented on page 1 of the Emergency Task Assignment Sheet (Attachment 1). The first section of the form is completed as follows:

- (a) Subject: A title or brief description of the task.
- (b) Description: A description of the task objective. This section is also used to identify individual subtasks in an outline fashion for tasks involving multiple activities.
 - (1) Additional subtasks may also be identified and added to the task description following Emergency Plant Manager approval (the Emergency Task Assignment Sheet is a working document).

(2) Whenever subtasks are added after Emergency Plant Manager approval, the Emergency Plant Manager must be informed and the activity listed on the tracking form/status board.

(c) Originator: Name of individual originating task.

(d) Estimated Duration: Estimated duration of the task.

(e) Assigned To: Denotes the facility(ies) and area(s) impacted by the task.

[2] The task is submitted through the appropriate ERO managers to the Emergency Plant Manager for approval and logging.

(a) Tasks directed from the Control Room (over the Mitigation Line or other communications system) are generated and documented by the off-shift SRO in the TSC.

(b) Tasks originating from within the technical or engineering support groups are provided to the Engineering Coordinator/Systems.

(c) Tasks originating from within the operations support group are provided to the Engineering Coordinator/Operations.

(d) Tasks originating from other parts or levels of the ERO are provided directly to the Emergency Plant Manager.

[3] Prior to approval of a task involving the OSC, the Emergency Plant Manager shall consult with other key emergency response personnel and discuss the following (as applicable):

(a) Sequencing and logistics for accomplishing the task. Ensure that enough technical support is provided to the OSC Supervisor and the Onsite Radiological Supervisor for tasks involving the OSC.

(b) Existing or potential hazards to personnel (for example: oxygen levels, explosive atmosphere, electrical, steam, obstructions, toxic substances).

(c) Time constraints for performance of the task activities.

[4] Tasks will be given a unique task identification number by the Emergency Plant Manager Administrative Assistant to allow tracking and prioritization of plant support functions:

(a) Tasks which require multiple activities can be tracked and controlled using a single task number with individual activities or subtasks denoted with a letter (for example: 2.A, 2.B, etc.) in an outline format.

(b) Additional subtasks can be added as the activities necessary to the completion of the task are identified. Emergency Plant Manager approval is only required for each task, not for each subtask.

- [5] Tasks are then distributed as follows:
- (a) TSC tasks are provided to the TSC Supervisor for tracking and resolution/completion.

NOTE

To ensure that OSC activities are conducted only under carefully controlled and preplanned conditions, briefing forms are used. However, if it is determined that completion of these forms will impede timely response, teams may be briefed and dispatched prior to completion of the documentation.

- (b) OSC tasks are provided to the Onsite Radiological Supervisor for the radiological controls determination.
- [6] Once issued, activities are prioritized and tracked by the Emergency Plant Manager on the Emergency Task Tracking Form (Attachment 2) or by similar method (such as a status board) to provide a dynamic illustrated overview of support functions conducted during the emergency.

6.4 TSC TASKS

- [1] Tasks provided to the TSC Supervisor are reviewed to determine the applicable support area(s) to be assigned task responsibility and to maintain control of the prioritization of TSC activities.
- [2] ERO personnel assigned responsibility for the task will:
- (a) Provide the requested support.
 - (b) Document the results as appropriate. Additional pages may be added to the assignment sheet to describe newly identified subtasks or further discuss results. The objective of the task documentation is to provide enough information to allow reconstruction of events and historical information to relief personnel, not to chronicle the activity in the detail of an incident report to the detriment of necessary support functions.
 - (c) Close out the task (when completed) by filling out the completion and time blocks at the bottom of page one of the Emergency Task Assignment Sheet and returning the package to the Emergency Plant Manager.
 - (d) Provide status updates to the TSC Supervisor as appropriate.
- [3] The TSC Supervisor will maintain the tracking forms/status boards up-to-date and periodically brief the Emergency Plant Manager on the status of TSC activities.

6.5 TSC RELOCATION

- [1] If it becomes necessary to evacuate or relocate staff from the TSC, the Emergency Plant Manager (EPM) shall determine location(s) to transfer the TSC staff. The EPM will direct the TSC Supervisor to take the following actions:
- (a) Using available staff, support the relocation of EPM, Ops Coordinator, Ops, Security Supervisor, and any additional personnel identified by the EPM to the Control Room.
 - (b) Contact the Logistics Supervisor at the EOF and request that space be made available for the remaining TSC staff.
 - (c) Direct the TSC staff to gather any logs and records needed to continue emergency operations from the EOF and to begin relocation to the EOF.
 - (d) When relocation to the EOF is completed, establish communications with the EPM in the Control Room and continue to coordinate TSC Operations.
 - (e) As deemed appropriate, the TSC staff will gather necessary support material from the Support Building to be made available at the EOF for the TSC staff.

6.6 FACILITY DEACTIVATION

- [1] Upon direction from the Emergency Plant Manager, the TSC Supervisor shall deactivate the TSC by:
- (a) Terminating assessment activities and communications via communication lines.
 - (b) Deactivating all TSC equipment and placing it in its pre-emergency condition.
 - (c) Returning the PNPS Controlled Procedures to the QA Area.
 - (d) Collecting and forwarding all logs and records to the Emergency Plant Manager.
 - (e) Closing out the TSC log by noting the time that the TSC was deactivated.
- [2] The TSC Supervisor shall report any equipment, Procedure, or personnel problems to the Emergency Plant Manager.

7.0 RECORDS

The following records are generated as a result of the implementation of this Procedure:

- TSC Logbook
- Plant Data Forms
- Emergency Task Assignment Sheets

All records shall be forwarded to Emergency Preparedness.

8.0 ATTACHMENTS

ATTACHMENT 1 - EMERGENCY TASK ASSIGNMENT SHEET

ATTACHMENT 2 - EMERGENCY TASK TRACKING FORM

ATTACHMENT 3 - DOCUMENT CROSS-REFERENCES

ATTACHMENT 4 - IDENTIFICATION OF COMMITMENTS

EMERGENCY TASK TRACKING FORM

OSC Activities

No.	Task	Condition	Priority	Status/Resolution
		Forming Dispatched Completed		

EMERGENCY TASK TRACKING FORM (Cont.)

TSC Activities				
No.	Task	Condition	Priority	Status/Resolution
		Working Completed		

DOCUMENT CROSS-REFERENCES

This Attachment lists those documents, other than source documents, which may be affected by changes to this Procedure.

Document Number	Document Title
EP-IP-100	Emergency Classification and Notification
EP-IP-210	Control Room Augmentation
EP-IP-229	TSC/OSC Equipment Operation
EP-IP-330	Core Damage

IDENTIFICATION OF COMMITMENTS

This Attachment lists those external commitments (i.e., NRC commitments, QA audit findings, and INPO inspection items) implemented in this Procedure.

Reference Document	Commitment	Affected Section(s)/Step(s)
NRC Inspection Finding 86-39-01	Maintain the chronology status board in the TSC up-to-date.	6.1[1](d) 6.2[2](c)



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PILGRIM NUCLEAR POWER STATION

Procedure No. EP-IP-230

OSC ACTIVATION AND RESPONSE



Stop
Think
Act
Review

SAFETY RELATED

REVISION LOG

REVISION 3

Date Originated 8/00

Pages Affected

Description

All

Revise Procedure to reflect PNPS 1.3.4-1 format. Revision bars are not shown for reformatting.

7

Change "Nuclear Operations Supervisor" to "Control Room Supervisor".

11

Correct editorial omission of line 6.3[5](b).

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1.0 PURPOSE

This Procedure outlines the steps required for the activation and operation of the Operational Support Center (OSC) including the dispatch of response damage control and repair personnel onsite.

2.0 REFERENCES

- [1] EP-PP-01, "PNPS Emergency Plan"

3.0 DEFINITIONS

- [1] Reentry - The return to an area which was previously evacuated due to known or suspected hazardous radiological conditions.

4.0 DISCUSSION

None

5.0 RESPONSIBILITIES

- [1] The OSC Supervisor is responsible for:
- (a) Implementation of this Procedure at an Alert classification or higher.
 - (b) Supervising OSC activities including team prioritization, assignment, and dispatch.
 - (c) Providing information and status on team activities and resource needs (such as equipment, materials, and personnel) to the Emergency Plant Manager.
 - (d) Providing periodic facility briefings to update all OSC personnel on plant and team status.
 - (e) Ensuring adequate personnel and other resources are available to the OSC staff.
- [2] The Activities Coordinator is responsible for:
- (a) Planning task activities, assigning members, conducting briefings/debriefings, and the dispatch of the OSC teams as assigned by the OSC Supervisor.

- (b) Ensuring availability of qualified Mechanical, Electrical, I&C, and Materials personnel for OSC and team staffing.
- (c) Providing information to OSC teams and the OSC Supervisor.

[3] The OSC Operations Coordinator is responsible for:

- (a) Planning task activities, assigning members, conducting briefings/debriefings, and the dispatch of the OSC teams as assigned by the OSC Supervisor.
- (b) Assessing the need for additional qualified Operations and Chemistry personnel for OSC and team staffing.
- (c) Coordinating all chemistry sample teams including PASS.
- (d) Providing operations information to OSC teams and the OSC Supervisor.

[4] The Radiation Protection Coordinator is responsible for:

- (a) Planning task activities, assigning members, conducting briefings/debriefings, and the dispatch of the OSC teams as assigned by the OSC Supervisor.
- (b) Assessing the need for additional qualified radiological personnel for OSC and team staffing.
- (c) Briefing and debriefing personnel on plant radiological conditions and protective equipment.
- (d) Providing radiological information to OSC teams and the OSC Supervisor.
- (e) Coordinating and dispatching of Personnel Monitoring Teams at the discretion of the Onsite Radiological Supervisor.

[5] The Materials Supervisor is responsible for:

- (a) Providing materials and equipment in support of OSC team activities.
- (b) Coordinating with the Logistics Supervisor in the EOF to obtain equipment and materials not available onsite or through previously arranged agreements.

6.0 PROCEDURE

6.1 FACILITY ACTIVATION

[1] The OSC Supervisor shall:

- (a) Sign in on the OSC staffing board.
- (b) Assign a communicator/log keeper to record activities in the OSC. Log the time each of the following facility activation steps is completed.
- (c) Assign a status board keeper to ensure all OSC personnel sign in on the OSC staffing board and at the OSC Supervisor's desk.
- (d) Obtain keys from the OSC/TSC key locker and open the OSC Tool/Material and equipment cabinets (the Onsite Radiological Supervisor is responsible for the Radiation Protection equipment cabinets). Direct the inventory of any lockers which had a broken seal.
- (e) Direct the Radiation Protection Coordinator to commence initial and subsequent periodic habitability surveys of the combined TSC/OSC facilities and other occupied staging areas.
- (f) Obtain a briefing from the Emergency Plant Manager and determine the status of any teams currently dispatched through the Control Room.
- (g) Brief OSC personnel on present plant and team status.
- (h) Ensure the following minimum staffing requirements are met in the OSC prior to declaring the OSC activated.
 - (1) OSC Supervisor
 - (2) One Mechanical Technician
 - (3) One Electrical Technician
 - (4) One I&C Technician
 - (5) Two Radiation Protection Technicians
 - (6) One Chemistry Technician
- (i) Notify the Emergency Plant Manager that the OSC is ready to activate when all of the above actions have been completed.

[2] The Activities Coordinator shall:

- (a) Sign in on the OSC staffing board and at the OSC Supervisor's desk.
- (b) Assess the need for additional personnel and provide any requests to the OSC Supervisor as necessary.

[3] The OSC Operations Coordinator shall:

- (a) Sign in on the OSC staffing board and at the OSC Supervisor's desk.
- (b) Obtain a briefing from the Control Room Supervisor in the Control Room concerning plant and presently dispatched Operators' status and update the OSC Supervisor.
- (c) Brief the OSC Supervisor of the information obtained from the Control Room Supervisor.
- (d) Assess the need for additional Operations personnel and provide any requests to the OSC Supervisor as necessary.
- (e) Ascertain the ability to conduct chemistry sampling via normal as well as through the PASS and provide this information to the OSC Supervisor.
- (f) Establish communication with the Control Room to provide the OSC Supervisor frequent updates of plant, equipment, operations status as necessary.

[4] The Radiation Protection Coordinator shall:

- (a) Sign in on the OSC staffing board and at the OSC Supervisor's desk.
- (b) Obtain a briefing from the Onsite Radiological Supervisor in the TSC concerning current radiological conditions and any personnel currently dispatched in the plant.
- (c) Obtain a copy of current employee exposure for use in ALARA considerations when assigning OSC team members.
- (d) Brief the OSC Supervisor of the information obtained from the Onsite Radiological Supervisor.
- (e) Assess the need for additional radiological personnel and provide any requests to the Onsite Radiological Supervisor as necessary.
- (f) Update status board maps with current plant radiological conditions.

6.2 FACILITY OPERATION

[1] The OSC Supervisor shall:

- (a) In addition to the minimum personnel necessary for activation, ensure the OSC staff ultimately includes the following positions:
 - (1) Activities Coordinator
 - (2) Operations Coordinator
 - (3) Radiation Protection Coordinator
 - (4) Warehouse personnel
 - (5) OSC pool personnel
 - (6) OSC Communicator/Log Keeper
 - (7) OSC Status Board Keeper
- (b) Organize OSC and pool personnel to minimize noise and congestion within the facility. Supervisors should be located in the briefing area and pool personnel in the shop area behind the OSC (or other convenient local areas).
- (c) Direct team formation and dispatch following requests from the Emergency Plant Manager via the TSC. OSC teams are organized in support of:
 - (1) Search and rescue operations.
 - (2) Repair and corrective actions.
 - (3) Damage assessment/control teams.
 - (4) Onsite/in-plant survey teams.
 - (5) First aid support of onsite medical emergencies.
 - (6) Fire Brigade.
 - (7) Postaccident sampling activities.
- (d) Direct the assigned team coordinators to maintain complete documentation of all teams they organize and dispatch from the OSC.

- (e) Through discussions with the OSC Coordinators:
 - (1) Assess the capabilities of pool personnel and determine whether additional resources are necessary.

NOTE

If a Protected Area evacuation has not taken place, additional personnel may be contacted directly at their respective work areas.

- (2) If additional personnel are required in the OSC, contact the Logistics Supervisor at the EOF.
- (f) Through discussions with the Emergency Plant Manager, obtain information on Station status and the tasks expected to be developed given the current situation.
- (g) Provide regular field status updates to the Emergency Plant Manager.
- (h) Ensure a staff member is appointed to maintain control of the facility while involved in protracted meetings and private briefings.
- (i) Provide periodic updates on plant status to all OSC personnel as well as teams dispatched in the plant.
- (j) In the event of a Protected Area evacuation:
 - (1) Assist Security in the preparation of an accountability list of all personnel assigned to the facility, including any dispatched personnel.
 - (2) Resolve accountability discrepancies with Security.
 - (3) Initiate EP-IP-420, "*Search and Rescue*", if any personnel are unaccounted for.
 - (4) Maintain continued accountability of all OSC personnel, including those persons on dispatched teams.

[2] The OSC Coordinators shall:

- (a) Maintain an adequate reserve of personnel in the OSC pool by requesting additional resources from the OSC Supervisor as necessary.
- (b) Frequently brief the OSC Supervisor on assigned task status.

6.3 OSC TEAM ASSIGNMENT AND DISPATCH

NOTE

OSC team documentation is used to ensure teams are dispatched under carefully controlled conditions. However, if it is determined that completion of the documentation will impede timely response, teams may be briefed and dispatched prior to documentation completion.

- [1] OSC team assignments originate from and are approved through the Emergency Plant Manager. The OSC team assignment and dispatch are documented on the OSC Team Task Assignment Sheet (Attachment 1).
 - (a) The steps for accomplishing a task can be worked in a parallel fashion as desired. That is, the OSC Supervisor may elect to assign a team coordinator to begin team formation and briefing while the Onsite Radiological Supervisor is determining the necessary radiological controls.
 - (b) Equipment, personnel, instructions, and documentation may be prestaged in anticipation of foreseeable task assignments.

- [2] Radiological Controls - Upon task assignment to the OSC, the Onsite Radiological Supervisor will begin an OSC Team Task Assignment Sheet and determine the radiological controls required to perform the activity as follows:
 - (a) For tasks which do not require radiological controls, the "No" block is selected on the OSC Team Task Assignment Sheet and the task documentation package is forwarded to the OSC Supervisor.
 - (b) For tasks which do require radiological controls, the "Yes" block is selected on the OSC Team Task Assignment Sheet and the following options considered:
 - (1) If the task can be covered under an existing RWP and the use of that RWP is desired, the appropriate RWP number is indicated on the OSC Team Task Assignment Sheet and the task documentation package is forwarded to the OSC Supervisor.
 - (2) If the task is not to be covered under an existing RWP, the Onsite Radiological Supervisor will complete the first two sections of the Emergency Radiological Controls Form (in accordance with EP-IP-440) and forward the task documentation package to the OSC Supervisor.

[3] Assigning Team Coordinators - The OSC Supervisor will review the task and assign team organization, briefing, and tracking responsibilities to the appropriate coordinator as follows:

- (a) Responsibility for task briefings will be assigned to a designated team coordinator (either Activities, Operations, or Radiation Protection).
- (b) Responsibility for radiological briefings, if required, will be assigned to the Radiation Protection Coordinator.
- (c) The position assigned as the team coordinator will be noted on the OSC Team Task Assignment Sheet.

[4] Team Assembly - The team coordinator will designate the team members who will perform the assigned task and record the names on the OSC Team Task Assignment Sheet. Team composition should consider the following:

- (a) Previous nonemergency exposure for ALARA considerations (if exposure records are not available, individuals can provide an estimation).

NOTE

Prior Emergency Director/Emergency Plant Manager approval must be given for all emergency exposures anticipated to cause an individual to have accumulated greater than 5 rem over the course of the emergency. See EP-IP-440, "*Emergency Exposure Controls*", for guidance.

- (b) Exposure accumulated during the course of the emergency (as tracked by the Onsite Radiological Supervisor).
- (c) Experience with the assigned task.
- (d) Familiarity with any existing Procedures or processes.
- (e) Physical capacity to perform the task.
- (f) Additional qualifications required for the task (such as SCBA).

[5] Task Briefing - The team coordinator (with assistance from specific supervisors or other experienced personnel) will record key information and instructions on the Emergency Task Assignment Sheet and provide a team briefing of the assigned task considering the items listed below:

- (a) Nature of the task including applicable Procedures if available.
- (b) Equipment, tools, instrumentation, and materials necessary for the task.
- (c) Physical location where the task is performed, including system and equipment numbers as applicable.

- (d) Safety precautions pertaining to both the task and to personnel (such as system or circuit isolation, hard hat, safety glasses, safety shoes, respiratory equipment, etc.).
 - (e) Communications equipment, channels, backup, and reporting expectations.
 - (f) Any special instructions applicable to the task or evolution.
 - (g) Any security, safety, or access controls in place to prevent unauthorized or unintentional entry into hazardous or restricted areas.
 - (h) Radiological Briefing - If the task requires radiological controls, ensure a briefing of the appropriate team member(s) is conducted with consideration given to the following:
 - (1) If an RWP is used, the radiological briefing will be conducted in accordance with the RWP.
 - (2) If an RWP is not used, the Radiation Protection Coordinator shall conduct a briefing with the OSC team (or RP support team member) covering the instructions provided on the Emergency Radiological Controls Form.
- [6] Dispatch - Following the briefing and collection of any necessary items, the team coordinator will note the time, dispatch the team, and inform the OSC Supervisor.
- [7] While dispatched, the team coordinator or a designated individual will maintain communication (as appropriate) with team personnel to obtain status and provide technical assistance when needed. Additionally, the team coordinator will keep the OSC Supervisor informed of the status of team activities and any unexpected conditions.
- [8] Task Debriefing - The team coordinator, with assistance from specific supervisor(s) or other experienced personnel as deemed necessary, will note the time the team returned and provide a team debriefing of the assigned task which includes the following:
- (a) Status and disposition of the assigned task. If the task was not completed, include discussion on any recommendations and situation information provided by the team members.
 - (b) Any observed environmental or operational hazards.
 - (c) The ultimate status of equipment, components, or systems affected by the task (such as isolation).
 - (d) The disposition of items (such as equipment, tools, materials, and keys) used to perform the task.
 - (e) Any supplemental information pertaining to the task or plant and system status observed while dispatched.

- (f) Radiological Debriefing - If the task required radiological controls, the following items must also be included in the debriefing and reported to the Onsite Radiological Supervisor:
- (1) Identification of any exposure received by individual team members during conduct of the task.
 - (2) Any information pertaining to the radiological conditions observed while dispatched, specifically with regards to actual versus anticipated levels (ensure wall maps are updated to reflect known radiological conditions).
 - (3) The disposition of items (such as meters, dosimetry, and keys) used while performing the task.

[9] Documentation - The team coordinator will ensure the appropriate team task documentation is provided to the OSC Supervisor to formally complete the task. The completed package is then provided to the Emergency Plant Manager for final disposition.

6.4 OSC RELOCATION

If the On-Site Radiological Supervisor determines it is necessary to evacuate or relocate staff from the OSC, the OSC Supervisor shall take the following actions:

- [1] Direct the OSC staff to gather any logs and records needed to continue emergency operations and to begin relocation to the Control Room Annex.
- [2] Use the diagram provided in the Emergency Telephone Directory as a guide for setting up operations in the Control Room Annex.
- [3] Establish communications with the Emergency Plant Manager in the Control Room and continue to support emergency operations.

6.5 FACILITY DEACTIVATION

- [1] The OSC Supervisor shall:
 - (a) Deactivate the OSC when directed by the Emergency Plant Manager.
 - (b) Verify all dispatched teams have returned to the OSC and have been debriefed.
 - (c) Verify all emergency supplies and equipment have been replaced in their specified storage locations.
 - (d) Direct an inventory of OSC emergency equipment using EP-AD-301, "*Emergency Preparedness Facilities and Equipment Surveillance*", and report any deficiencies to Emergency Preparedness.
 - (e) Forward all records to the Emergency Preparedness Manager.

[2] The team coordinators shall forward all completed OSC team documentation to the OSC Supervisor.

7.0 RECORDS

This Procedure generates the following documents:

- The OSC Supervisor's Log Book.
- OSC Team Task Assignment Sheet.

Completed documents shall be forwarded to the OSC Supervisor who will review and submit all records to Emergency Preparedness.

8.0 ATTACHMENTS

ATTACHMENT 1 - OSC TEAM TASK ASSIGNMENT SHEET

ATTACHMENT 2 - DOCUMENT CROSS-REFERENCE

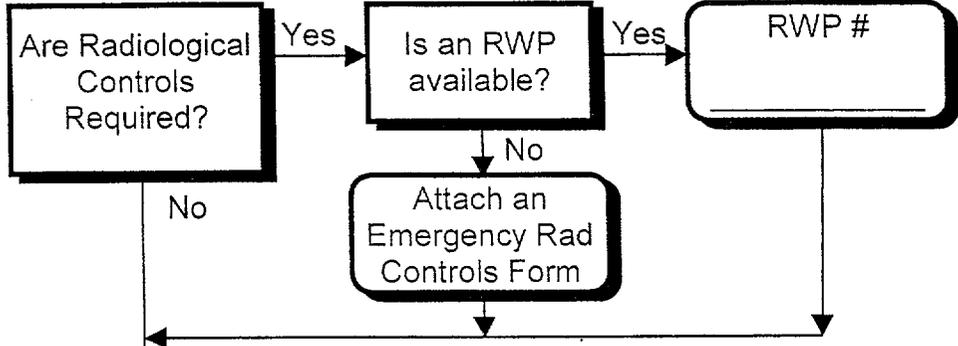
ATTACHMENT 3 - IDENTIFICATION OF COMMITMENTS

OSC TEAM TASK ASSIGNMENT SHEET

Task:	No:
Location:	Date:

Onsite Rad Supervisor
(See Section 6.3.2)
 Yes No

Time Completed _____



OSC Supervisor
(See Section 6.3.3)

Time Completed _____

Assign Team Coordinator Position: _____

Team Coordinator
(See Section 6.3.4)

Time Completed _____

Assign Team Members #1: _____
#2: _____
#3: _____
#4: _____

Team Coordinator
(See Section 6.3.5)

Time Completed _____

Develop and Conduct Team Briefing(s)

Note: Record key information/instructions on the Emergency Task Assignment Sheet.

Team Coordinator
(See Section 6.3.6)

Time Completed _____

Team Dispatched

Time Completed _____

Team Returned

Team Coordinator
(See Section 6.3.8)

Time Completed _____

Team Debriefed Task Completed
 Yes
 No

DOCUMENT CROSS-REFERENCE

This Attachment lists those documents, other than source documents, which may be affected by changes to this Procedure.

Document Number	Document Title
EP-IP-100	Emergency Classification and Notification
EP-IP-231	Onsite Radiation Protection
EP-IP-252	Facilities Support
EP-IP-410	Evacuation/Assembly
EP-IP-420	Search and Rescue
EP-IP-440	Emergency Exposure Controls

IDENTIFICATION OF COMMITMENTS

This Attachment lists those external commitments (i.e., NRC commitments, QA audit findings, and INPO inspection items) implemented in this Procedure.

Reference Document	Commitment	Affected Section(s)/Step(s)
NRC Inspection Finding 81-15-47	Develop procedures for use during emergencies which describe the concept of operations of the emergency repair and corrective action teams, including reporting chains and precautions appropriate for the situation.	All



Beginning Of Document



PILGRIM NUCLEAR POWER STATION

Procedure No. EP-IP-310

RADIATION MONITORING TEAM ACTIVATION AND RESPONSE



Stop
Think
Act
Review

SAFETY RELATED

REVISION LOG

REVISION 4

Date Originated 9/00

Pages Affected

Description

All

Revise Procedure to reflect PNPS 1.3.4-1 format. Revision bars are not shown for reformatting.

8

Correct editorial reference to "Rad Lab and RMT Coordinator."

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1.0 PURPOSE

This Procedure provides instructions to Radiation Monitoring Team (RMT) members assigned to the Emergency Operations Facility (EOF). The RMTs will ascertain the radiological conditions in the environment during an emergency situation. The survey results obtained will help to determine and verify the protective action recommendations for the general public.

2.0 REFERENCES

- [1] EP-PP-01, "*PNPS Emergency Plan*"

3.0 DEFINITIONS

None

4.0 DISCUSSION

None

5.0 RESPONSIBILITIES

- [1] The Rad Lab and RMT Coordinator is responsible for:
 - (a) Dispatching and directing the Radiation Monitoring Teams.
 - (b) Reporting directly to the Offsite Radiological Supervisor all survey and sample results obtained by the Radiation Monitoring Teams.
- [2] The Radiation Monitoring Teams are responsible for:
 - (a) Directly monitoring radiological conditions in the environs as directed by the Rad Lab and RMT Coordinator.

6.0 PROCEDURE

6.1 RMT ACTIVATION

When the Emergency Operations Facility (EOF) is to be activated, upon arrival the Radiological Monitoring Teams shall:

- [1] Obtain team assignments and designation from the Rad Lab and RMT Coordinator. If the Rad Lab and RMT Coordinator is not present, pair up in RP Technician/Driver Teams.
- [2] Sign in on the EOF Manpower status board.
- [3] Obtain an RMT procedure packet from the procedure cabinet.
- [4] When all checks and inventories according to Section 6.2 have been completed, report to the Rad Lab and RMT Coordinator for the dispatch briefing.

NOTES

1. The key to the Field Logistics area is located in the key box outside the door. The combination to the padlock is 000.
2. The keys to the RMT vehicles are located in the key box inside the security area.

6.2 EQUIPMENT CHECKS AND INVENTORY

- [1] Instrument Checks
 - (a) Obtain a set of instruments.
 - (b) Perform the necessary instrument checks. Conduct physical checks, calibration checks, battery checks, and source checks as appropriate.
 - (c) Verify operability of each type of RADECO air sampler (electric and battery).
 - (d) Record the equipment checks as listed on Attachment 1 (RMT Equipment Checklist).
- [2] Field Kit Checks
 - (a) Obtain an RMT field kit from the Field Logistics area.
 - (b) If the seal on the kit has been broken, then inventory the field kit.
 - (c) Obtain a package of silver zeolite cartridges from the cabinet in the Field Logistics area.

- (d) Synchronize watches with the EOF clock.
- (e) Distribute thermoluminescent dosimetry (TLD) and self-indicating dosimetry (SID) to each team member.
- (f) Record name and Social Security number on the TLD. Don the TLD.
- (g) Zero and don the SID.
- (h) Record the results of the field kit inventory on Attachment 1 (RMT Equipment Checklist) (inventory is "SAT" if seal is intact).

[3] Vehicle Checks

- (a) Obtain a set of keys for an RMT vehicle.
- (b) Perform the vehicle checks in accordance with Attachment 2 (RMT Vehicle/Communications Checklist).

[4] Communications Checks

- (a) Obtain a portable radio from the Field Logistics area.
- (b) Verify communications with the EOF by testing the equipment listed on Attachment 2 (RMT Vehicle/Communications Checklist).

NOTE

RMTs are not to proceed from the EOF without a full briefing by the Rad Lab and RMT Coordinator or Offsite Radiological Supervisor.

6.3 OFFSITE MONITORING

- [1] Continuously observe radiation levels while traveling.
- [2] While operating inside a radiation field, periodically check the SID reading. If it becomes necessary to re-zero the SID, ensure the final and new initial values are reported to the Rad Lab and RMT Coordinator.
- [3] Boundary information on the leading edge, trailing edge, and outer edges of the plume should be relayed to the Rad Lab and RMT Coordinator when available.

6.4 SURVEYS

- [1] Surveys taken in the early stages of an accident will be primarily involved with plume assessment and tracking.

NOTE

Radiation and airborne surveys reported to the EOF for use in dose assessment should be centerline values. Survey data reported to the EOF is recorded on Attachment 3 (RMT Sample/Survey Sheet).

[2] Radiation Surveys

- (a) Using the dose rate meter, perform and record the survey at waist level with the beta window closed.
- (b) Using the dose rate meter, perform and record the survey at waist level with the beta window open.
- (c) Using the dose rate meter, perform and record the survey at ground level with the beta window open.
- (d) Report radiation levels to the Rad Lab and RMT Coordinator. Record all information on Attachment 3 (RMT Sample/Survey Sheet).

[3] Airborne Surveys

- (a) Load a silver zeolite cartridge, arrow pointing in the direction of the air flow, into the sample apparatus.
- (b) Place the air sampler 3 to 4 feet off the ground.

NOTE

Exceeding a 2 SCFM flow rate may give erroneous iodine concentration levels.

- (c) Draw a 20 cu. ft. air sample (2 SCFM for 10 minutes) unless otherwise directed by the EOF.
- (d) Continue to monitor radiation levels while sampling. Record and report any significant changes.
- (e) After the sample has been obtained, record the start time, stop time, and sample flow rate on Attachment 3 (RMT Sample/Survey Sheet).

- (f) Proceed to an area of low background for counting of the sample. Monitor and report radiation levels while tracking plume boundaries.
- (g) Particulate Filter Field Analysis
 - (1) Determine background using the Ludlum-12 with an HP-210 probe (or equivalent).
 - (2) Count the particulate filter.
 - (3) Store the particulate filter in a sealed petri dish. Mark the dish with the appropriate sample number and record all information on Attachment 3 (RMT Sample/Survey Sheet).
- (h) Iodine Cartridge Field Analysis
 - (1) Connect the SPA-9 probe to the E-600.
 - (2) Turn the function switch to the scaler position.

NOTE

Avoid using the E-600 in high background locations (e.g., 2 to 5 mR/hr). Contact Rad Lab and RMT Coordinator if background count rates exceed 40,000 cpm for a 1-minute count time. Rad Lab and RMT Coordinator should recommend another counting location (i.e., one with a lower background).

- (3) Perform a 1-minute background count by pressing the "*" button located on the E-600 handle.
 - (4) Place the iodine cartridge in a sample bag and record its dose rate.
 - (5) Place the sample bag next to the detector ensuring that the flow arrow is pointing away from the face of detector.
 - (6) Count the sample for 1 minute by pressing the "*" button.
 - (7) Remove and label the sample. Record all information on Attachment 3 (RMT Sample/Survey Sheet).
 - (8) Perform another background count by pressing the "*" button. Notify the EOF if background has changed by more than a factor of two. Recount the sample and verify background as directed by the EOF.
- (i) Record all data on Attachment 3 (RMT Sample/Survey Sheet) and report the results to the Rad Lab and RMT Coordinator.

6.5 TEAM DEACTIVATION

When told to deactivate by the Rad Lab and RMT Coordinator, the RMTs shall:

- [1] Return to the EOF and transfer all samples to the Rad Lab and RMT Coordinator.

NOTE

Vehicle air cleaners could have high dose rates.

- [2] Survey the RMT vehicles. Pay particular attention to the wheel wells, air cleaner, and door handles.
- [3] Remove any anti-contamination clothing (as applicable) and perform a whole body frisk.
- [4] Report any contamination found to the Rad Lab and RMT Coordinator and await further instructions.
- [5] Debrief with the Rad Lab and RMT Coordinator. Ensure at least the following is done:
 - (a) All survey records are turned in.
 - (b) All checks and inventories are turned in.
 - (c) Any procedural problems are reported.
 - (d) Any equipment problems are reported.
 - (e) All applicable exposure records are correct and current.
- [6] Inventory and restock the field kits.
- [7] Clean out the RMT vehicles and refill the fuel tank.

7.0 RECORDS

The following documents are generated as a result of the implementation of this Procedure:

- RMT Equipment Checklist
- RMT Vehicle/Communications Checklist
- RMT Sample/Survey Sheet

The completed documents are to be turned in to the Rad Lab and RMT Coordinator in the EOF.

8.0 ATTACHMENTS

ATTACHMENT 1 - RMT EQUIPMENT CHECKLIST

ATTACHMENT 2 - RMT VEHICLE/COMMUNICATIONS CHECKLIST

ATTACHMENT 3 - RMT SAMPLE/SURVEY SHEET

ATTACHMENT 4 - DOCUMENT CROSS-REFERENCE

ATTACHMENT 5 - IDENTIFICATION OF COMMITMENTS

RMT VEHICLE/COMMUNICATIONS CHECKLIST

TEAM: _____

DATE: _____

Vehicle No.: _____

Fuel Level (fill if < 1/2) _____ (Check)

Vehicle Lights _____ (Operates)

Spotlights _____ (Operates)

Emergency (Strobe) Lights _____ (Operates)

Power Inverter _____ (Operates)

Spare Tire _____ (Check)

Winch _____ (Operates)

Condition of Tires _____ (Sat/Unsat)

Battery Parallel _____ (Operates)

Communications

Vehicle Radio _____ (Operates)

Portable Radio _____ (Operates)

Cellular Telephone _____ (Operates)

Vehicle Check: _____ Sat/Unsat)

Communications Check: _____ (Sat/Unsat)

COMMENTS: _____

RMT SAMPLE/SURVEY SHEET

TEAM: _____ DATE: _____

Sample No.: _____

Detailed Location: _____

Radiation Survey

- Survey Time: A) _____
- Dose Rate (Closed Window waist high): B) _____ mR/hr
- Dose Rate (Open Window waist high): C) _____ mR/hr
- Dose Rate (Open Window 2" off ground): D) _____ mR/hr

Airborne Activity Survey

- Sample Start Time: E) _____
- Sample Stop Time: F) _____
- Sample Flow Rate: G) _____ CFM
- Cartridge Dose Rate: H) _____ mR/hr
- Frisker Background: I) _____ cpm
- Particulate Filter Count Rate: J) _____ cpm
- Initial E-600/SPA-9 Background: K) _____ cpm
- Iodine Cartridge Count Rate: L) _____ cpm
- Final E-600/SPA-9 Background: M) _____ cpm

COMMENTS: _____

Note if survey/sample was not taken at plume centerline or large variances in background occurred while sampling.

DOCUMENT CROSS-REFERENCE

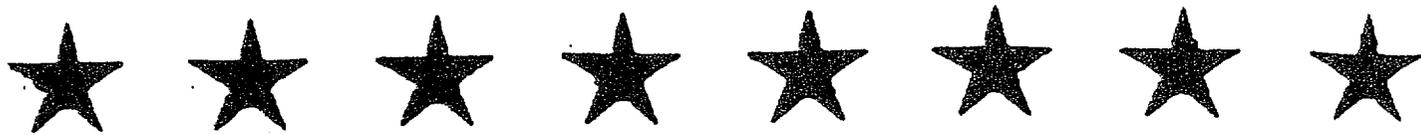
This Attachment lists those documents, other than References, which may be affected by changes to this Procedure.

Document Number	Document Title
EP-IP-251	Dose Assessment Area Activation and Response

IDENTIFICATION OF COMMITMENTS

This Attachment lists those external commitments (i.e., NRC commitments, QA audit findings, and INPO inspection items) implemented in this Procedure.

Reference Document	Commitment	Affected Sections(s)/Step(s)
None		



Beginning Of Document



PILGRIM NUCLEAR POWER STATION

Procedure No. EP-IP-420

SEARCH AND RESCUE



Stop
Think
Act
Review

SAFETY RELATED

REVISION LOG

REVISION 2

Date Originated 8/00

Pages Affected

Description

All

Revise Procedure to reflect PNPS 1.3.4-1 format. Revision bars are not shown for reformatting.

4,6

Change "Nuclear Watch Engineer" to "Operations Shift Superintendent".

6,9

Add Wastewater Treatment Facility to search locations.

7

Change "Records Management Division" to "Document Services".

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1.0 PURPOSE

This Procedure provides guidance in the event the location of a person cannot be determined.

2.0 REFERENCES

- [1] EP-PP-01, "*PNPS Emergency Plan*"

3.0 DEFINITIONS

None

4.0 DISCUSSION

None

5.0 RESPONSIBILITIES

- [1] The Emergency Plant Manager is responsible for implementing this Procedure.
- [2] If the TSC/OSC has not been activated, the Emergency Director or Operations Shift Superintendent is responsible for implementing this Procedure.
- [3] The Emergency Security Supervisor is responsible for verifying individuals' locations via the Security computer printout and/or the Site Access Roster.

6.0 PROCEDURE

CAUTION

Locating a missing person should be given highest priority as the situation could be life threatening.

6.1 INITIATION

Upon being notified that a person is missing [the "Missing Person Checklist" (Attachment 1) may be used to record steps]:

- [1] Ensure the following information is collected on the missing person:
 - (a) Name and badge number.
 - (b) Location, if known, or last known location and possible present location(s).
 - (c) Any hazardous circumstances (e.g., toxic fumes, radiation levels, high temperatures).
- [2] Initiate preparations for possible team dispatch.

6.2 INITIAL SEARCH

Attempt to locate the missing individual using the following methods:

- [1] Request that the Emergency Security Supervisor, if activated, or the Security Shift Commander verify the individual's location by checking the Security computer printout and/or the Site Access Roster.
- [2] Page the individual over the Gaitronics.
- [3] If the individual is still missing, use any of the following to determine the individual's possible location:
 - (a) Question the individual's supervisor and fellow workers as to the last known location.
 - (b) Check key control logs.
 - (c) Check Radiation Work Permits (RWPs).
 - (d) Check equipment sign-out logs.
 - (e) Check the I&S Building.

- (f) Check the Support Building.
- (g) Check the Wastewater Treatment Facility
- (h) Telephone the individual's home.
- (i) Activate the individual's pager, if applicable. Pager numbers are located in the Emergency Telephone Directory.
- (j) Check the Trash Compaction Facility (TCF).
- (k) Check confined space entry logs.

6.3 SEARCH PLANNING AND DISPATCH

- [1] If the individual is still missing, formulate a search plan based upon the best estimates of the individual's location.
 - (a) Lay out the search area using site maps, survey maps, or plant drawings.
 - (b) If the search area is large, divide the area into well-defined subareas that can be searched by single teams.
 - (c) Assign teams based on the number of subareas.
 - (d) Contact local authorities for assistance (for example: divers or search dogs), if needed.
- [2] Form teams to search the possible locations.
 - (a) Select two or more members per team, preferably with at least one member that is first aid qualified.
 - (b) Contact the Emergency Security Supervisor, if activated, or the Security Shift Commander for assistance.
 - (c) Assign each team a specific subarea.
 - (d) Use robots and/or cameras, when applicable.
- [3] Dispatch the team(s) using EP-IP-230, "*OSC Activation and Response.*"
- [4] After the individual is located, inform the Emergency Director, the Operations Shift Superintendent, and Security of the individual's status, as appropriate.

6.4 DEACTIVATION

Once the individual is located and the necessary assistance provided:

- [1] Ensure all teams are recalled and debriefed.
- [2] Exit this Procedure.

7.0 RECORDS

The following documents may be generated as a result of the implementation of this Procedure.

- Missing Person Checklist

All records shall be forwarded to Emergency Preparedness for disposition of QA records and any other records deemed necessary to Document Services for retention.

8.0 ATTACHMENTS

ATTACHMENT 1 - MISSING PERSON CHECKLIST

ATTACHMENT 2 - DOCUMENT CROSS-REFERENCE

ATTACHMENT 3 - IDENTIFICATION OF COMMITMENTS

MISSING PERSON CHECKLIST

A. PERSONNEL DATA

- | | | |
|----|---------|--------------|
| 1. | Name(s) | Badge Number |
| | _____ | _____ |
| | _____ | _____ |
| | _____ | _____ |
| | _____ | _____ |
2. Last Known Location(s): _____

3. Possible Present Location(s): _____

4. Hazardous Circumstances (e.g., toxic fumes, radiation levels, high temperatures):

B. INITIAL SEARCH

<u>Check</u>		<u>Comments</u>
_____	1. Contact Security and verify status.	_____
_____	2. Page over Gaitronics	_____
_____	3. If still missing, perform the following, as appropriate:	_____
_____	a. Contact supervisor and/or fellow workers	_____
_____	b. Check key control logs	_____
_____	c. Check Radiation Work Permits (RWPs)	_____
_____	d. Check equipment sign-out logs.	_____
_____	e. Check the I&S Building	_____

MISSING PERSON CHECKLIST (Cont.)

<u>Check</u>		<u>Comments</u>
_____	f. Check the Support Building and the Trash Compaction Facility	_____
_____	g. Check the Wastewater Treatment Facility	_____
_____	h. Telephone or page individual	_____
_____	i. Check confined space entry logs	_____

INDIVIDUAL(S) FOUND? _____ YES (go to D) _____ NO (go to C)

C. SEARCH PLANNING AND DISPATCH

1. Formulate search plan.
 - _____ a. Lay out search area using site maps, survey maps, or plant drawings, as required.
 - _____ b. Divide the area into well-defined search areas, as necessary.
 - _____ c. Assign teams to areas:

Team # _____	Area to Search _____
Team # _____	_____
Team # _____	_____
Team # _____	_____
 - _____ d. Contact local authorities for assistance (for example: divers or search dogs), if needed.
 - _____ e. Dispatch using EP-IP-230, "*OSC Activation and Response.*"

D. RESOLUTION (e.g., located, injured)

E. DEACTIVATION

_____ Teams (if dispatched) recalled and debriefed.

_____	_____
Emergency Plant Manager	Date

DOCUMENT CROSS-REFERENCE

This Attachment lists those documents, other than source documents, which may be affected by changes to this Procedure.

Document Number	Document Title
EP-IP-240	Emergency Security Organization Activation and Response
EP-IP-230	OSC Activation and Response

IDENTIFICATION OF COMMITMENTS

This Attachment lists those external commitments (i.e., NRC commitments, QA audit findings, and INPO inspection items) implemented in this Procedure.

Reference Document	Commitment	Affected Section(s)/Step(s)
None		