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MC N04

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ADD

HOPE CREEK GENERATING STATION
EVENT CLASSIFICATION GUIDE
November 22, 2000
CHANGE PAGES FOR
REVISION #23

PSE&G
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The Table of Contents (T.O.C.) forms a general guide to the current revision of each section and attachment of the Hope Creek ECG. The changes that are made in this T.O.C. Revision #23 are shown below.

1. Check that your revision packet is complete.
2. Add the revised documents.
3. Remove and recycle the outdated material listed below.

REPLACE

ALL Attachment 6 15

REVISION SUMMARY:

Errors were found in Attachment 6 of the HC ECG. Please remove the current revision and replace with the attached revision 15

ATTACHMENT 6

PRIMARY COMMUNICATOR LOG

Table of Contents

Pages

- 1 - 3 Notifications & Incoming Calls
- 4 Termination
- 5 - 8 Communications Log

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Emergency Classification:	(circle) UE	ALERT	SAE	GE
Name: _____	Position: CM1 /TSC1/ EOF1			
(Print)	(Circle)			

A. NOTIFICATIONS

NOTE

A new Attachment 6 is required to be implemented if the classification or protective action recommendation (PAR) changes.

CAUTION

Fifteen-minute clock for notification starts at time event was declared.

Initials

1. CALL each Organization or Individual identified on the Communications Log (Pgs. 5 - 8) and READ the ICMF.

CM1/TSC1/EOF1

2. IF required to activate an individual's pager, THEN PERFORM the following:

a. DETERMINE a non-NETS phone number for the pager holder to call back on and note it here.

Call Back #: 856-339-_____

b. DIAL the pager number of the individual you are trying to contact.

Initials

c. WHEN you hear "Beep, Beep, Beep,"
THEN ENTER the Call Back #.

d. HANG UP the phone and CONTINUE making other notifications per Step 1.

CM1/TSCI/EOF1

B. TURNOVER

1. WHEN CONTACTED by the TSC (or EOF) in preparing for notifications responsibilities,
THEN PROVIDE the following information:
 - Organizations/Individuals notified.
 - Phone numbers or locations of Individuals for updates or changes in status.

CM1/TSCI

2. WHEN the EC function transfers to the oncoming facility,
THEN contact the oncoming communicator and COMPLETE turnover.

CM1/TSCI

C. INCOMING CALLS

NOTE

Initial Notifications take priority over incoming calls.

STATE OFFICIALS

1. IF Notifications authority has transferred,
THEN DIRECT the caller to contact the TSC (or EOF if activated).
2. WHEN contacted by any State Agency Officials (listed here),
 - DEMA** - Delaware Emergency Management Agency
 - AAAG** - Delaware Accident Assessment Advisory Group
 - BNE** - NJ Bureau of Nuclear Engineering
 - DEP** - NJ Dept. of Environmental Protection
 - OEM** - NJ Office of Emergency Management

CM1/TSCI

C. INCOMING CALLS (cont'd)

Initials

PERFORM the following:

- () a. OBTAIN and RECORD
Agency Caller's Name Phone #

- () b. READ the latest EC approved SSCL.

- () c. IF caller is NJ-BNE, DEMA, or AAAG,
THEN also READ the approved NRC Data Sheet Event Description
information.

CMI/TSC1/EOF1

NEWS MEDIA

CAUTION

Communicators are NOT authorized to release any information to the News Media.

3. WHEN contacted by any News Media representative,
READ the appropriate message below:

CMI/TSC1/EOF1

- () a. IF the ENC is not activated (Unusual Event), say;

**“You are requested to contact the Nuclear Communications Office at
the following number; 856-339-1186.”**

- () b. IF the ENC is activated (ALERT or higher), say;

**“You are requested to contact the Media Information Operator at any
of the following numbers; 856-273-0188, -0282, -0386, -0479, or -
0586.”**

CMI/TSC1/EOF1

Initials

D. CONTINUOUS DUTIES

1. ASSIST the CM2 gathering and faxing operational data.
2. ASSIST the TSC2 (or EOF2) in maintaining facility status boards.
3. IF the telecopier is NOT working correctly,
THEN CALL the TSC - Emergency Preparedness Advisor (EPA) for assistance.

CMI

TSC1/EOF1

CMI/TSC1/EOF1

E. TERMINATION/REDUCTION

1. WHEN the Emergency has been terminated or reduced in classification,
THEN;
 a. OBTAIN the EC approved EMERGENCY TERMINATION/REDUCTION FORM.

NOTE

Time limits for notifications of Emergency Termination only apply to the NRC (as soon as possible, but < 60 minutes)

- b. CALL each Organization or Individual identified on the Communications Log and READ the message.
2. WHEN the emergency is terminated,
THEN FORWARD this document and all completed Forms to the OS (TSS/SSM).

CMI/TSC1/EOF1

CMI/TSC1/EOF1

COMMUNICATIONS LOG		INITIAL NOTIFICATIONS			EVENT REDUCTION	
TIME LIMIT	CLASSIFICATION: _____ (UE/A/SAE/GE) ORGANIZATION/INDIVIDUALS	NAME OF CONTACT	DATE /TIME	CALLER	NAME OF CONTACT /TIME	
15 MIN.	DELAWARE STATE POLICE/DEMA Initial contact: Primary: (SP) NETS 5406 Secondary: 302-659-2341 Backup: NAWAS When DEMA calls back to report acceptance of emergency responsibilities (approx. 1 hour after initial notification) then contact numbers become: Primary: (DEMA) NETS 5407 Secondary: 302-659-2220, -2221 BACKUP: NAWAS					
		Call Back:				
	NOTES: IF DELAWARE IS CONTACTED, PROCEED WITH NEW JERSEY. IF NOT, THEN CONTACT BOTH COUNTIES IN DELAWARE.					
		<u>NEW CASTLE COUNTY</u> Primary: NETS 5408 Secondary: 302-738-3131				
	<u>KENT COUNTY</u> Primary: NETS 5409 Secondary: 302-678-9111					
15 MIN.	NEW JERSEY STATE POLICE/OEM Primary: NETS 5400 Secondary: 609-882-4201 BACKUP: EMRAD (not in TSC)					
		Call Back:				
	NOTES: IF NEW JERSEY IS CONTACTED, PROCEED WITH NEXT PAGE. IF NOT, THEN CONTACT ALL OF THE FOLLOWING.					
		<u>SALEM COUNTY</u> Primary: NETS 5402 Secondary: 856-769-2959				
	<u>CUMBERLAND COUNTY</u> Primary: NETS 5403 Secondary: 856-455-8770					

COMMUNICATIONS LOG		INITIAL NOTIFICATIONS			EVENT REDUCTION
TIME LIMIT	CLASSIFICATION: (UE/A/SAE/GE) ORGANIZATION/INDIVIDUALS	NAME OF CONTACT	DATE /TIME	CALLER	NAME OF CONTACT /TIME
30 MIN.	LAC TOWNSHIP Primary: NETS 5404 Secondary: 856-935-7300				
	<p><u>NRC OPS CENTER COMMUNICATIONS INSTRUCTIONS</u></p> <ol style="list-style-type: none"> OBTAIN the approved NRC Data Sheet. IF time permits, FAX NRC Data sheet to NRC at 9-1-301-816-5151. READ both the ICMF and NRC Data Sheet. IF the NRC Data Sheet is NOT obtainable within 60 minutes of emergency declaration, THEN read only the ICMF. This constitutes official notification of the NRC. Follow up with NRC Data Sheet when obtained. DOCUMENT the notification below. IF the NRC requests additional information concerning the event, THEN OBTAIN assistance from CR (TSC/EOF) Staff to ENSURE it is accurate and EC approved. IF the NRC requests an open line be maintained, THEN OBTAIN assistance in completing any remaining calls. (See Note below) 				
60 MIN.	<p>NRC OPERATIONS CENTER</p> <p><input type="checkbox"/> ICMF <input type="checkbox"/> NRC Data Sheet</p> <p>Primary:(ENS) 301-816-5100 First back-up: 301-951-0550 Second back-up: 301-415-0550 Fax: 9-1-301-816-5151</p>				

NOTE

An additional communicator (preferably an RO or SRO) may be assigned to provide continuous updates to the NRC under the following circumstances;

- NRC requests an open line be maintained.
- Additional qualified communicator is available **AND** is not required for actions to mitigate the emergency (higher priority activities) in the judgment of the EC.

COMMUNICATIONS LOG		INITIAL NOTIFICATIONS			EVENT REDUCTION
TIME LIMIT	CLASSIFICATION: _____ (UE/A/SAE/GE) ORGANIZATION/INDIVIDUALS	NAME OF CONTACT	DATE /TIME	CALLER	NAME OF CONTACT /TIME
70 MIN.	EMERGENCY DUTY OFFICER (EDO) Primary: Refer to Roster Secondary: (Contact One) Pete Roberts Office: 5005 Home: 302-325-9083 Pager: 856-277-3584 Car: 609-440-3806 Kurt Krueger Office: 3049 Home: 856-358-1263 Pager: 856-277-4102 Car: 609-230-9417 Mike Mohney Office: 3061 Home: 856-769-0543 Pager: 856-277-3862 Car: 609-230-4171 Sam Jones Office: 5055 Home: 856-769-2231 Pager: 856-277-4100 Car: 609-230-0530	NOTE 1 NOTIFY EDO for Unusual Events ONLY.			
70 MIN.	PUBLIC INFORMATION MANAGER NUCLEAR (Contact One) Skip Sindoni Office: 1002 Home: 856-478-4364 Pager: 856-277-3923 Karissa Laur Office: 1003 Home: 302-655-8432 Pager: 856-277-3635	NOTE 2 After ENC activation, NOTIFY the ENC Lead Tech Advisor NETS -5303 Or DID 273-0695			

COMMUNICATIONS LOG		INITIAL NOTIFICATIONS			EVENT REDUCTION
TIME LIMIT	CLASSIFICATION: (UE/A/SAE/GE) ORGANIZATION/INDIVIDUALS	NAME OF CONTACT	DATE /TIME	CALLER	NAME OF CONTACT /TIME
75 MIN.	NRC RESIDENTS (Contact One) <i>Open Position</i> Office: 1017 Or 856-935-3850 Or 856-935-5373 Home Duty Pager: 800-730-5798 Joe Schoppy Office: 1078 Or 856-935-3850 Or 856-935-5373 Home: 856-384-1365 Pager: 800-730-2702				
90 MIN.	EXTERNAL AFFAIRS (Contact One) Ross Bell Office: 1239 Home: 856-455-7435 Pager: 856-277-3695 Ed Johnson Office: 1486 Home: 856-678-2257 Pager: 856-277-3644	<u>NOTE 3</u> Not required to notify External Affairs After the EOF is activated.			
90 MIN.	AMERICAN NUCLEAR INSURERS (ANI) 860-561-3433	<u>NOTE 4</u> Not required to notify ANI for Unusual Events			