

**NEW YORK POWER AUTHORITY
 JAMES A. FITZPATRICK NUCLEAR POWER PLANT
 P.O. BOX 41
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DOCUMENT TRANSMITTAL AND RECEIPT ACKNOWLEDGEMENT FORM

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TO: **U.S.N.R.C. Document Center/Washington, DC**

FROM: **CATHY IZYK - EMERGENCY PLANNING DEPARTMENT**

SUBJECT: **EMERGENCY PLAN AND IMPLEMENTING PROCEDURES**

Enclosed are revisions to your assigned copy of the JAFNPP Emergency Plan and Implementing Procedures. Please remove and **DISCARD** the old pages. Insert the attached, initial and date this routing sheet and return the completed routing sheet to **Cathy Izyk in the Emergency Planning Department within 15 days**. If this transmittal is not returned within 15 days, your name will be removed from the controlled list.

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VOLUME 1 Update List Dated N/A

DOCUMENT	PAGES	REV. #	INITIALS/DATE
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VOLUME 2 Update List Dated September 8, 2000

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EMERGENCY PLAN IMPLEMENTING PROCEDURES VOLUME 2
UPDATE LIST

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Date of Issue: September 8, 2000

Procedure Number	Procedure Title	Revision Number	Date of Last Review	Use of Procedure
N/A	TABLE OF CONTENTS	REV. 19	02/98	N/A
IAP-1	EMERGENCY PLAN IMPLEMENTATION CHECKLIST	REV. 23	08/00	Continuous
IAP-2	CLASSIFICATION OF EMERGENCY CONDITIONS	REV. 20	12/98	Continuous
EAP-1.1	OFFSITE NOTIFICATIONS	REV. 43	09/00	Informational
EAP-2	PERSONNEL INJURY	REV. 23	07/00	Informational
EAP-3	FIRE	REV. 21	08/00	Informational
EAP-4	DOSE ASSESSMENT CALCULATIONS	REV. 29	12/98	Reference
EAP-4.1	RELEASE RATE DETERMINATION	REV. 11	08/00	Reference
EAP-5.1	DELETED (02/94)			
EAP-5.2	DELETED (04/91)			
EAP-5.3	ONSITE/OFFSITE DOWNWIND SURVEYS AND ENVIRONMENTAL MONITORING	REV. 7	07/00	Informational
EAP-6	IN-PLANT EMERGENCY SURVEY/ENTRY	REV. 15	02/98	Informational
EAP-7.1	DELETED (02/94)			
EAP-7.2	DELETED (02/94)			
EAP-8	PERSONNEL ACCOUNTABILITY	REV. 48	07/00	Reference
EAP-9	SEARCH AND RESCUE OPERATIONS	REV. 9	02/98	Informational
EAP-10	PROTECTED AREA EVACUATION	REV. 14	02/98	Informational
EAP-11	SITE EVACUATION	REV. 15	02/98	Informational
EAP-12	DOSE ESTIMATED FROM AN ACCIDENTAL RELEASE OF RADIOACTIVE MATERIAL TO LAKE ONTARIO	REV. 10	08/99	Reference
EAP-13	DAMAGE CONTROL	REV. 13	12/98	Informational
EAP-14.1	TECHNICAL SUPPORT CENTER ACTIVATION	REV. 21	08/00	Informational
EAP-14.2	EMERGENCY OPERATIONS FACILITY ACTIVATION	REV. 19	07/00	Informational
EAP-14.5	OPERATIONAL SUPPORT CENTER ACTIVATION AND OPERATION	REV. 14	03/00	Informational

EMERGENCY PLAN IMPLEMENTING PROCEDURES, VOLUME 2
UPDATE LIST

Date of Issue: September 8, 2000

Procedure Number	Procedure Title	Revision Number	Date of Last Review	Use of Procedure
EAP-14.6	HABITABILITY OF THE EMERGENCY FACILITIES	REV. 14	10/98	Informational
EAP-15	EMERGENCY RADIATION EXPOSURE CRITERIA AND CONTROL	REV. 10	02/00	Informational
EAP-16	PUBLIC INFORMATION PROCEDURE	REV. 6	02/98	Informational
EAP-17	EMERGENCY ORGANIZATION STAFFING	REV. 91	08/00	Informational
EAP-18	DELETED (12/93)			
EAP-19	EMERGENCY USE OF POTASSIUM IODINE (KI)	REV. 20	08/00	Informational
EAP-20	POST ACCIDENT SAMPLE, OFFSITE SHIPMENT AND ANALYSIS	REV. 8	02/98	Reference
EAP-21	DELETED (12/85)			
EAP-22	DELETED (02/98)			
EAP-23	EMERGENCY ACCESS CONTROL	REV. 10	02/98	Informational
EAP-24	EOF VEHICLE AND PERSONNEL DECONTAMINATION	REV. 8	02/98	Informational
EAP-25	DELETED (02/94)			

REVISION SUMMARY SHEET

REV. NO.

- 43
- Added asterisks after all Emergency Planning procedure titles per AP-02.04.
 - Added "and at other times as appropriate" to section 4.1.1.E to clarify when the Shift Manager may direct CAN to be used.
 - Added "directs Security. . . or higher classification" to ensure all facilities are activated to section 4.1.3.d.
 - In sections 4.2.2.A.3.h, 4.3.3.b.8, and 4.4.3.b.7 a note indicating the correct order to notify the State and County if the RECS is not working.
 - Added to section 4.2.2.B.2.c and 4.4.4.G direction to record the log number provided by the NRC headquarters when making an NRC notification.
 - Added direction to section 4.3.2 and 4.4.3 for the ED in the TSC or EOF to have Security re-activate pagers and use CAN as needed if the event escalates from a NUE to a higher classification.
 - Deleted reference to TSC auto dialer in section 4.3.H.2 - no longer used.
 - Reworded the Note in 4.2.1 B for clarity.
 - In section 4.3.3.H, 2 the caller is not directed to use the commercial telephone only; the TSC auto dialer no longer exist.
 - On attachment 1, added section after number 6, and check off boxes.
 - Editorial Correction to Attachment 7, incorrect area code was listed.
 - Reworded the Note on Attachment 8 for clarification.
 - Added a direct calling number for Marcy Energy Control Center in Attachment 8.
 - Removed the MCL and LAN phone lines from Attachment 9 under the ETS at JAFNPP site listing.
 - Changed NY Tel. To Bell Atlantic/Verizon on Attachment 9 and added NRC Communicator/Cr to better identify the telephone location.
 - Editorial Correction in Attachment 10.
 - Added Attachment 13, Part 1 General Information; partially completed,

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1.0 PURPOSE

The purpose of this procedure is to provide detailed instructions for the prompt notification of offsite authorities, offsite emergency response agencies and onsite personnel.

NOTE: Additional telephone numbers which may be of use are listed in Attachment 7.

2.0 REFERENCES**2.1 Performance References**

- 2.1.1 IAP-1, EMERGENCY PLAN IMPLEMENTATION CHECKLIST*
- 2.1.2 IAP-2, CLASSIFICATION OF EMERGENCY CONDITIONS*
- 2.1.3 EAP-4, DOSE ASSESSMENT CALCULATIONS*
- 2.1.4 EAP-17, EMERGENCY ORGANIZATION STAFFING*
- 2.1.5 EAP-42, OBTAINING METEOROLOGICAL DATA*

2.2 Developmental References

- 2.2.1 IAP-2, CLASSIFICATION OF EMERGENCY CONDITIONS*
- 2.2.2 I&E Information Notice No. 85-78: "Event Notification"
- 2.2.3 EAP-42, OBTAINING METEOROLOGICAL DATA*

3.0 INITIATING EVENTS

The Emergency Director has declared an emergency condition at the JAFNPP in accordance with IAP-2, CLASSIFICATION OF EMERGENCY CONDITIONS*.

4.0 PROCEDURE

NOTE: Forms generated during an actual emergency are considered "Quality Records" and must be maintained to be added to the plant records system. (This includes Part 1, 2 and 3 forms and the NRC Event Notification Worksheet detailed in this procedure. Other forms or data will be determined to be plant records by review by the Emergency Planning Coordinator.) Therefore, all forms, calculations, etc. shall be directed to the Emergency Planning Coordinator for review after an actual event.

The Emergency Director or his designee shall implement this procedure.

The Shift Manager/Emergency Director is the only individual authorized to declare an emergency or recommend protective actions to offsite agencies. A designated individual may, however, relay this information.

4.1 Responsibilities

4.1.1 Shift Manager

- A. Assumes the role of Emergency Director, until properly relieved.
- B. Initiates the classification and reclassification of emergency conditions based on available information (IAP-2).
- C. Designates a Control Room Communications Aide to initiate and maintain communications with offsite authorities until the TSC or EOF is staffed.
- D. Designates an individual to make plant announcements.
- E. Normally designates a security officer (at ext. 3456) to contact Plant personnel in accordance with EAP-17, EMERGENCY ORGANIZATION STAFFING*. Pagers should be activated during normal working hours AND off hours. Pagers should be activated at the NUE and once again at the ALERT or higher classification. CAN should be activated during off hours and at other times as appropriate.

-
- F. Approves emergency notification forms until relieved as Emergency Director.
- 4.1.2 Control Room Communications Aide (as assigned by Shift Manager)
- A. As directed by SM, initiates and maintains communications with offsite authorities until responsibility is transferred to TSC or EOF.
- B. Continues to maintain communications with TSC following its activation.
- 4.1.3 Emergency Director
- A. Relieves Shift Manager of overall responsibility for plant emergencies.
- B. Initiates or verifies classification and reclassification of emergency conditions.
- C. Initiates or continues communications with offsite authorities through TSC Communications and Records Coordinator, EOF Manager, or designee.
- D. Directs security to reactivate pagers, and CAN if necessary, if the emergency escalates from an NUE to an Alert or higher classification. This is to ensure all facilities are activated.
- E. Makes announcements as necessary.
- F. Recommends protective actions to offsite agencies. Prior to the issuance of protective action recommendations from the EOF, the Emergency Director should discuss these actions with state and local liaisons.
- G. Approves emergency notification forms.
- H. When appropriate the Control Room Emergency Director shall formally turn over the Emergency Director function to a qualified Emergency Director who will normally be located in the TSC. (This function may be transferred directly to the EOF if the situation warrants.) The turn over may be verbal, and will include the status of the plant.

4.1.4 TSC Communications and Records Coordinator and EOF
Manager

- A. As directed by the Emergency Director, initiates or maintains communications with offsite agencies.
- B. Acts as prime interface with Emergency Director for information dissemination to and from offsite authorities, Authority Headquarters and other groups as required.

4.2 Control Room Procedure

NOTES: Transmittal of Part 1 form, Notification Fact Sheet (Attachment 1, is required within 15 minutes of emergency declaration or reclassification. Updates are required approximately every 30 minutes unless an agreement is reached with NYS and Oswego County that 30 minute updates are not necessary. **IF** updates are suspended, **THEN** a part 1 form transmittal will be made if plant conditions change and/or upon event termination.

Transmittal of NRC Event Notification Worksheet (Attachment 6) is required immediately after notification of New York State and Oswego County and not later than one hour after the declaration of an emergency or reclassification of an emergency.

4.2.1 The Shift Manager/Emergency Director shall:

- A. Designate one person to serve as Control Room Communication Aide.

NOTE: At the discretion of the Shift Manager/Emergency Director, pagers and/or CAN may not be activated if doing so could jeopardize the safety of ERO personnel responding to Emergency Response Facilities.

- B. Designate one person to contact plant Emergency Response Organization personnel using EAP-17. This will normally be the SAS Security Guard (ext. 3456). Provide the following information to the designated individual using the Facility Activation and Pager Code Matrices for guidance.

NOTE: IF Pagers and/or CAN are to be activated, **AND** activation cannot be accomplished by the SAS Security Officer, **THEN** Control Room Staff should activate CAN as per EAP-17, Attachment 6.

1. Emergency classification
2. Facilities activated (CR/TSC/OSC only, or CR/TSC/OSC/EOF/JNC)
3. Activate pagers (yes or no)
 - a. IF YES, THEN provide three digit pager code
4. Activate CAN (yes or no)
 - a. IF YES, THEN provide CAN list to be activated (CR/TSC/OSC list, or CR/TSC/OSC and EOF/JNC list)
5. CAN message to be used:
 - a. Message 1 for actual emergencies
 - OR
 - b. Message 2 for drills/exercise

FACILITY ACTIVATION REQUIREMENTS

NOTE: IF potential routing hazards exist for facility activation, THEN include the routing hazards in an announcement.

Facility	Unusual Event (0700-1530)	Unusual Event (After 1530, Weekends, Holidays)	Alert	Site Area Emergency	General Emergency
TSC	ED Decides	X ⁽¹⁾	X	X	X
OSC	ED Decides	X ⁽¹⁾	X	X	X
EOF	ED Decides	ED Decides	X	X	X
JNC	ED Decides	ED Decides	X	X	X

⁽¹⁾ TSC and OSC must be activated at the Unusual Event classification during off-hours UNLESS the ED is confident that the emergency will not escalate.

(Facility activation may be modified by the Emergency Director if the safety of incoming personnel may be jeopardized by a security event or other event hazardous to incoming personnel.)

NOTE: Pagers should be activated at the NUE and once again at the ALERT or higher classification.

PAGER ACTIVATION MATRIX

FIRST DIGIT	SECOND DIGIT	THIRD DIGIT
INFORMATION	CLASSIFICATION	FACILITY ACTIVATED
1 = Actual Event	1 = NUE	1 = Report to CR/OSC/TSC
2 = Drill or Exercise	2 = Alert	2 = Report to CR/OSC/TSC/EOF/JNC
9 = Pager test only	3 = SAE	3 = On duty only report to CR/OSC/TSC/EOF/JNC
	4 = GE	7 = On duty team call CAN 800-205-5175 (respond to CAN prompts as directed)
	9 = None	8 = All personnel report to EOF for further instructions.
		9 = No response required

C. Designate an individual to sound the Station Alarm and make the following announcement. (twice)

"Attention, Attention, a (specify class of emergency) has been declared at the James A. FitzPatrick Nuclear Power Plant. Activate the (specify the facilities to be activated) ."

- D. Determine and make Protective Action Recommendations (PARs) to offsite authorities (using procedure EAP-4, Attachment 1).
- E. Review and approve Part 1 form prior to transmittal to offsite authorities.
- F. Review NRC Event Notification Worksheet prior to transmittal to NRC.
- G. Review IAP-1 checklist upon classification and reclassification of an emergency.

H. Designate an individual to maintain communications with the TSC, OSC and EOF using the 4-way hotline, or by conference call, if appropriate, when any of those facilities are staffed.

4.2.2 The Control Room Communications Aide shall initiate notifications as directed by the Emergency Director using the following (or by using Attachment 14, Control Room Notification Flowchart) or Attachment 15, Control Room Notification Flowchart For Use in Control Room Evacuation per AOP-43. (The aforementioned procedure should only be used when a Control Room evacuation has been ordered):

A. State and County notifications using Part 1 form via the RECS phone:

1. Prepare Part 1 form:

a. Obtain meteorological data. (Guidance may be obtained using procedure EAP-42, OBTAINING METEOROLOGICAL DATA*.)

b. Complete Part 1 form.

c. Obtain Emergency Director signature.

2. Transmit Part 1 form within 15 minutes of the declaration or reclassification of an emergency.

3. To activate RECS phone:

a. Pick up handset.

b. Press A then * on the touch tone keypad to initiate ring.

c. Wait approximately 10 seconds before starting to transmit Part 1 form data. This will allow time for other parties to pick up their phones.

d. Press button on underside of handset to talk. Read information from Part 1 form beginning with introductory announcement and roll call. When roll call is completed, read "General Information" portion of form. Fill out Line 1 at this time.

- e. Perform final roll call as indicated at bottom of Part 1 form.
- f. Sign off by stating: "James A. FitzPatrick Nuclear Power Plant out at (date, time)."
- g. Hang up the phone.

NOTE: IF the RECS line is out of service, THEN, using backup methods, notify the State first followed by the County, then Nine Mile Point.

- h. IF the RECS telephone is inoperable, OR any parties did not respond to roll call, THEN contact these agencies using a regular telephone. Refer to Attachment 14, Control Room Notification Flowchart, for phone numbers.

IF regular telephone service is not available, THEN use the cellular phone extension (labeled cellular phone) in the Shift Manager's office. This phone is operated in the same manner as any phone not connected to the plant switch. (Do not dial "9" for an outside line.)

The radio may be used as a back-up communications path to contact Oswego County. Request that the Oswego County E-911 (Warning Point) relay the information to the State and NMPC using RECS or other means if RECS is not available from E-911. Refer to Attachment 10 for instructions regarding contacting Oswego County via radio.

NOTES: Transmittal of Part 1 form Notification Fact Sheet (Attachment 1) is required within 15 minutes of emergency declaration or reclassification. Updates are required approximately every 30 minutes unless an agreement is reached with NYS and Oswego County that 30 minute updates are not necessary. IF updates are suspended, THEN a Part 1 form transmittal will be made if plant conditions change and/or upon event termination.

Transmittal of NRC Event Notification Worksheet (Attachment 6) is required immediately after notification of New York State and Oswego County and not later than one hour after the declaration of an emergency or reclassification of an emergency.

- i. Perform notification updates as required by this procedure.
- B. NRC notification using Event Notification Worksheet and ENS phone:
1. Prepare Event Notification Worksheet
 - a. Request assistance from Control Room staff.
 - b. Ensure that SM/ED reviews completed Event Notification Worksheet prior to transmittal.
 2. Transmit Event Notification Worksheet immediately after notification of New York State and Oswego County and not later than one hour after the declaration of an emergency.
 - a. Dial the first 10 digit number found on the sticker affixed to the Emergency Notification System (ENS) phone (or use phone number included in Attachment 5).
 - b. Read information from Event Notification Worksheet and answer any questions.

- c. Record the Log Number given by the NRC Headquarters phone talker on the top of the form.
- d. Maintain an open, continuous communication channel with the NRC Operations Center upon request by the NRC. Notify the SM/ED when this request is made. A log should be maintained to provide continuity of data. The log should include questions asked by the NRC and the answers provided. The log should be transferred to the TSC NRC Communicator when NRC communications are assumed by the TSC.
- e. Attempt to complete and transmit the Event Notification Worksheet on an hourly basis unless questions from the NRC prevent this.
- f. IF ENS phone is not operable, THEN use a commercial phone and dial the numbers on the sticker affixed to the phone preceded by a "1" (e.g. 1-xxx-xxx-xxxx). Additional information regarding the ENS is provided in Attachment 9. Alternate telephone numbers are listed in Attachment 5.

C. Notification of NRC Resident Inspector:

1. Dial appropriate phone number from Attachment 14, Control Room Notification Flowchart, using a regular telephone.
2. Report information using Part 1 form and other sources as requested.

D. Complete the Control Room Notification Checklist (Attachment 4).

E. Transfer completed forms and checklists to the Communications and Records Coordinator or designee in the TSC when requested.

4.2.3 Continue to perform offsite notifications from the Control Room until relieved of that function by the TSC or EOF.

- 4.2.4 IF qualified personnel are available to perform communications in the TSC, THEN the notification functions may be performed in the TSC as directed by the ED.

4.3 Technical Support Center Procedure

- 4.3.1 When the TSC is operational, the Emergency Director normally delegates communications responsibilities to the Communications and Records Coordinator through the TSC Manager.
- 4.3.2 IF the emergency escalates from an NUE to an Alert or higher classification, THEN the Emergency Director should direct Security to reactivate the pagers and, if appropriate, CAN. This is to ensure all facilities are activated.
- 4.3.3 The Emergency Director shall review and approve all Part 1, 2 and 3 forms (Attachment 1, Attachment 2 and Attachment 3) prior to transmittal from the TSC. In addition, the Emergency Director (or TSC Manager, when the Emergency Director has relocated to the EOF) shall review all NRC Event Notification Worksheets (Attachment 6) prior to transmittal from the TSC.
- 4.3.4 The Communications and Records Coordinator shall:
- A. Designate a qualified communicator to prepare and transmit Part 1 forms to offsite agencies within 15 minutes of emergency declaration or reclassification. Updates are required approximately every 30 minutes unless an agreement is reached with New York State and Oswego County that 30 minute updates are not necessary. IF updates are suspended, THEN a Part 1 form transmittal will be made if plant conditions change and/or upon event termination.

CAUTION

Verify that the Emergency Director has approved the Part 1 form prior to transmittal.

- B. Instruct the designated communicator to activate the RECS phone and transmit the Part 1 form by:
1. Picking up handset.

2. Press A then * on the touch tone keypad to initiate ring.
3. Wait approximately 10 seconds. This will allow time for other parties to pick up their phones.
4. Press button on the underside of handset to talk. Read information from Part 1 form beginning with introductory announcement and roll call. When roll call is completed, read "General Information" portion of form. Fill out line 1 at this time.
5. Perform final roll call as indicated at bottom of Part 1 form.
6. Sign off by stating "James A. FitzPatrick Nuclear Power Plant out at (date, time)."
7. Hang up the phone.

NOTE: IF the RECS line is out of service, THEN, using backup methods, notify the State first followed by the County, then Nine Mile Point.

8. IF the RECS telephone is inoperable, or if any parties did not respond to roll call, THEN contact these agencies using a regular telephone. Refer to Attachment 5, RECS/NRC Backup Communications Checklist, for phone numbers.

IF regular telephone service is not available, THEN use the cellular phones provided in the TSC. These phones are labeled as cellular phones. These phones are dialed in the same manner as any phone not connected to the plant switch. (Do not dial "9" for an outside line.) A satellite phone is also available in the TSC. (Dial 1-area code-7 digit number, then press "send".)

The radio may be used as a back-up communications path to contact Oswego County. Request that the Oswego County E-911 (Warning Point) relay the information to the State and NMPC using RECS or other means if RECS is not available from Fire Control.

Refer to Attachment 10 for instructions regarding contacting the Sheriff's Department via radio.

9. Perform notification updates as required by this procedure.
- C. IF a release greater than the Technical Specifications has occurred, THEN perform the following:
1. Instruct the Rad Support Coordinator, via the TSC Manager, to complete a Part 2 form (Attachment 2). Updates are required approximately every 30 minutes unless an agreement is reached with New York State and Oswego County that 30 minute updates are not necessary.
 2. Instruct the Rad Support Coordinator to provide Oswego County and New York State with actual isotopic mix of the release as soon as it is available.
 3. **IF** requested by the NRC, **THEN** instruct the Rad Support Coordinator to designate an individual to transmit information via the Health Physics Network (HPN) phone. Refer to Attachment 9, Section 2, for dialing instructions.
- D. Instruct the Technical Coordinator, via the TSC Manager, to complete a Part 3 form (Attachment 3). Updates are required approximately every 30 minutes unless an agreement is reached with New York State and Oswego County that 30 minute updates are not necessary.

CAUTION

Verify that the Emergency Director has approved all Part 1, 2 and 3 forms prior to transmittal.

- E. Designate an individual to fax completed Part 1, 2 and 3 forms to New York State and Oswego County plus the EOF, JNC and Authority Headquarters as required.

- F. Designate a qualified communicator (normally the NRC Communicator) to prepare and transmit the Emergency Notification Worksheet (Attachment 6) using copies of the prepared Part 1, 2 and 3 forms. Assistance may be requested from TSC staff (eg. the Rad Support Coordinator and staff can provide release rate information in accordance with EAP-4). NRC notification is required immediately after notification of New York State and Oswego County and not later than one hour after the declaration of an emergency or reclassification of an emergency.
- G. Instruct the designated communicator to transmit the Event Notification Worksheet (Attachment 6) over the ENS telephone in accordance with this section, as follows:
1. Dial the first 10 digit telephone number found on the orange sticker on the Emergency Notification System phone.
 2. Read information from the Event Notification Worksheet and answer any questions.
 3. Maintain an open, continuous communication channel with the NRC Operations Center upon request by the NRC. A log should be maintained to provide continuity of data. The log should include questions asked by the NRC and the answers provided. This log should be transferred from the Control Room.
 4. Attempt to complete and transmit the Event Notification Worksheet on an hourly basis unless questions from the NRC prevent this.
 5. IF ENS phone is not operable, THEN use a commercial phone and dial the numbers on the orange sticker preceded by a "1" (eg 1-xxx-xxx-xxxx). Additional information regarding the ENS is provided in Attachment 9. Alternate telephone numbers are listed in Attachment 5.

NOTE: ENS notification will normally remain a TSC function unless agreed upon by TSC personnel and the EOF Manager.

H. Designate a communicator to complete the TSC/EOF Emergency Notification Checklist, Attachment 8. Relay relevant information from the Part 1 form in accordance with this procedure as follows:

1. Ensure that notifications have been made to organizations listed on Attachment 8, items #1-5.
2. Contact organizations listed on Attachment 8 (items #6-11) as directed using the TSC auto dialer telephone or commercial telephone.
3. IF party does not answer after a reasonable number of rings (eg. 10), THEN proceed to next party.
4. Upon completion of checklist, attempt to contact bypassed parties. Use other means such as relay through another party if necessary.
5. Make reasonable effort to answer questions that may be asked and are not on the Part 1 form but do not allow these requests to delay the overall notification process.

NOTE: Attachment 8 may remain a TSC function if agreed upon by the TSC Manager and EOF Manager.

I. Insure TSC status boards are updated to reflect the most current information. Displayed information should be consistent with other Emergency Response Facilities. The communicators on the 4-way hotline should assure this. (The 4-way hotline communicators should be Licensed SROs, if possible.)

4.3.5 Announcements over the plant public address system should be made reflecting plant status.

- 4.3.6 The Emergency Director Aide shall explain and discuss Part 1, 2 and 3 forms with the New York State and Oswego County representatives in the EOF. This information should be available from the TSC or EOF. (The Emergency Director Aide will provide this information through all phases of an emergency.)
- 4.3.7 No press releases shall be made prior to completion of initial notifications. Press releases shall only be made by the plant Manager of Communications or other authorized public information representative of the Authority.
- 4.3.8 No information shall be provided to outside individuals or organizations except as designated by this procedure. Any such callers should be referred to the plant Manager of Communications at 342-3840 extension 6681 or the Joint News Center at 592-3700, as appropriate.
- 4.3.9 Offsite agency contacts shall be transferred to the EOF when the EOF is operational and ready to assume this function. This transfer shall consist of a turnover from the TSC to the EOF Manager.
- 4.4 Emergency Operations Facility Procedure
- 4.4.1 When the EOF is operational, the Emergency Director normally delegates communications responsibilities to the EOF Manager.
- 4.4.2 The Emergency Director shall review and approve all Part 1, 2 and 3 forms (Attachments 1, 2 and 3) prior to transmittal from the EOF.
- 4.4.3 **IF** the emergency escalates from an NUE to an Alert or higher classification, **THEN** the Emergency Director should direct Security to reactivate the pagers and, if appropriate, **CAN**. This is to ensure all facilities are activated.

4.4.4 The EOF Manager shall:

- A. Designate a qualified communicator (normally the RECS Communicator) to prepare and transmit Part 1 forms to offsite agencies within 15 minutes of emergency declaration or reclassification. Updates are required approximately every 30 minutes unless an agreement is reached with New York State and Oswego County that 30 minute updates are not necessary. **IF** updates are suspended, **THEN** a Part 1 form transmittal will be made if plant conditions change and/or upon event termination.

CAUTION

Verify that the Emergency Director has approved the Part 1 form prior to transmittal.

- B. Instruct the designated communicator to activate the RECS phone and transmit the Part 1 form by:
1. Picking up handset.
 2. Press A then * on the touch tone keypad to initiate ring.
 3. Wait approximately 10 seconds. This will allow time for other parties to pick up their phones.
 4. Press the button on the underside of handset to talk. Read information from Part 1 form beginning with introductory announcement and roll call. When roll call is completed, read "General Information" portion of form. Fill out line 1 at this time.
 5. Perform final roll call as indicated at bottom of Part 1 form.
 6. Sign off by stating "James A. FitzPatrick Nuclear Power Plant out at (date, time)."
 7. Hang up the phone.

NOTE: IF the RECS line is out of service, THEN, using backup methods, notify the State first followed by the County, then Nine Mile Point.

8. IF the RECS telephone is inoperable, or if any parties did not respond to roll call, THEN contact these agencies using a regular telephone. Refer to Attachment 5, RECS/NRC Backup Communications Checklist, for phone numbers. (Oswego County Warning Point may be contacted using the EOF radio as a backup if the phone systems are inoperative.)
 9. Perform notification updates as required by this procedure.
- C. IF a release greater than the Technical Specifications has occurred, THEN perform the following:
1. Instruct the Rad Support Coordinator to complete a Part 2 form (Attachment 2). Updates are required approximately every 30 minutes unless an agreement is reached with New York State and Oswego County that 30 minute updates are not necessary.
 2. Instruct the Rad Support Coordinator to provide Oswego County and New York State with actual isotopic mix of the release as soon as it is available.
 3. **IF** requested by the NRC, **THEN** instruct the Rad Support Coordinator to designate an individual to transmit information via the Health Physics Network (HPN) phone. Refer to Attachment 9, Section 2, for dialing instructions.
- D. Instruct the Technical Liaison to complete a Part 3 form (Attachment 3). Updates are required approximately every 30 minutes unless an agreement is reached with New York State and Oswego County that 30 minute updates are not necessary.

CAUTION

Verify that the Emergency Director has approved all Part 1, 2 and 3 forms prior to transmittal.

- E. Designate an individual to fax completed Part 1, 2 and 3 forms to New York State and Oswego County plus the TSC, JNC and Authority Headquarters as required.
- F. **IF** it is determined that monitoring of the ENS phone is necessary, **THEN** designate a communicator to establish a JAF/EOF ENS phone link in accordance with Attachment 9, Section 2.3. Attachment 6 (NRC Event Notification Worksheet) may be used to record data. (**IF** the NRC cannot be contacted via the ENS phone, **THEN** establish a conference call using the alternate commercial phone number listed in Attachment 9, Section 3.1.2.).
- G. Record the Log Number given by the NRC Headquarters phone talker on the top of the form.
- H. Designate a communicator to complete the TSC/EOF Emergency Notification Checklist, Attachment 8. Relay relevant information from the Part 1 form in accordance with this procedure as follows:
 - 1. Ensure that notifications have been made to organizations listed on Attachment 8, items #1-5.
 - 2. Contact organizations listed on Attachment 8 (items #6-11) as directed using commercial telephone.
 - 3. **IF** party does not answer after a reasonable number of rings (eg. 10), **THEN** proceed to next party.
 - 4. Upon completion of checklist, attempt to contact bypassed parties. Use other means such as relay through another party if necessary.

5. Make reasonable effort to answer questions that may be asked and are not on the Part 1 form but do not allow these requests to delay the overall notification process.

NOTE: Attachment 8 may remain a TSC function if agreed upon by the TSC Manager and EOF Manager.

- I. Ensure EOF status boards are updated to reflect the most current information. Displayed information should be consistent with other Emergency Response Facilities. The communicators on the 4-way hotline should assure this. (The 4-way hotline communicators should be Licensed SROs, if possible.)
- 4.4.5 Announcements over the EOF public address system should be made reflecting plant status. To access the EOF paging system, dial "5899" using any EOF phone.
 - 4.4.6 The Emergency Director Aide shall explain and discuss Part 1, 2 and 3 forms with the New York State and Oswego County representatives in the EOF. This information should be available from the TSC or EOF. (The Emergency Director Aide will provide this information through all phases of an emergency.)
 - 4.4.7 No press releases shall be made prior to completion of initial notifications. Press releases shall only be made by the plant Manager of Communications or other authorized public information representative of the Authority.
 - 4.4.8 No information shall be provided to outside individuals or organizations except as designated by this procedure. Any such callers should be referred to the plant Manager of Communications at 342-3840 extension 6681 or the Joint News Center at 592-3700, as appropriate.

5.0 ATTACHMENTS

1. PART 1 GENERAL INFORMATION
2. PART 2 RADIOLOGICAL ASSESSMENT DATA
3. PART 3 PLANT PARAMETERS
4. CONTROL ROOM NOTIFICATION CHECKLIST
5. RECS/NRC BACKUP COMMUNICATIONS CHECKLIST
6. NRC EVENT NOTIFICATION WORKSHEET
7. ADDITIONAL TELEPHONE NUMBERS WHICH MAY BE OF USE
8. TSC/EOF EMERGENCY NOTIFICATION CHECKLIST
9. NRC EMERGENCY TELECOMMUNICATIONS SYSTEM (ETS)
10. OPERATION OF RADIO FOR BACKUP COMMUNICATIONS
11. INSTRUCTIONS FOR REPORTING RECS PROBLEMS
12. QUESTIONS TO BE EXPECTED BY NRC DURING EMERGENCIES
13. PART 1 GENERAL INFORMATION (PARTIALLY COMPLETED)
14. CONTROL ROOM NOTIFICATION FLOWCHART
15. CONTROL ROOM NOTIFICATION FLOWCHART FOR USE IN CONTROL ROOM EVACUATION PER AOP-43

JAFNPP FORM EAP-1.1.1 Outgoing from FitzPatrick Incoming from Nine Mile Point Nuclear Site
Sequence Number _____ Emergency Director Approval: _____

New York State PART I Form NOTIFICATION FACT SHEET

"This is to report an incident at the James A. FitzPatrick Power Plant. Standby for confirmation." (Conduct roll call to include the following stations:)
 New York State Warning Point Oswego County Warning Point Nine Mile Point Nuclear Site
Upon completion of roll call, ask each party if the form was received electronically and are there any questions or provide information as outlined below:

GENERAL INFORMATION (Note: O When Checked Indicates change in status)

1. Message transmitted on: (Date) _____ at (Time) _____ AM PM Via: A. RECS B. Other

2. This is A. NOT An Exercise B. An Exercise

3. Facility Providing Information: D. NMP #1 E. NMP #2 F. FitzPatrick

4. Classification: A. Unusual Event B. Alert C. Site Area Emergency D. General Emergency
E. Emergency Terminated F. Recovery G. Transportation Incident

5. This Emergency Classification Declared on: (Date) _____ at (Time) _____ AM PM

6. Release of Radioactive Materials Due to The Classified Event

A. NO Release B. Release BELOW federally approved operating limits (Technical Specification)
 To Atmosphere To Water
B. Release ABOVE federally approved operating limits (Technical Specification) Unmonitored release requiring evaluation
 To Atmosphere To Water

7. Protective Action Recommendations: (Circle all that apply)
A. NO Need for Protective Actions Outside The Site Boundary

B. EVACUATE the following ERPA's: (Circle Appropriate ERPA's)

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29

C. SHELTER all remaining ERPAs.

8. EAL Number _____ Brief Event Description _____

9. Plant Status: A. Stable B. Improving C. Degrading D. Hot Shutdown E. Cold Shutdown

10. Reactor Shutdown: A. Not Applicable B. (Date) _____ at: (Time) _____ AM PM

11. Wind Speed _____ Miles/Hour at elevation _____ feet.

12. Wind Direction (From) _____ degrees at elevation _____ feet.

13. Stability Class (Pasquill) A B C D E F G

14. Reported By: Name _____ Phone Number (315)- _____

“(Name of Agency), did you copy?”

New York State Warning Point Oswego County Warning Point Nine Mile Point Nuclear Site

“James A. FitzPatrick Nuclear Power Plant out at (date, time)”

JAFNPP

■ Outgoing from FitzPatrick

Sequence Number _____ Emergency Director Approval: _____

New York State **PART 2** Form **RADIOLOGICAL FACT SHEET**
 Radiological Assessment Data (Use 24 hour clock for times)

15. Message transmitted at (Date) _____ (Time) _____

Facility Transmitted From: **FitzPatrick** at location _____

16. General Release Information:

- A. Release > Tech Specs started: Date _____ Time _____
- B. Release > Tech Specs expected to end: Date _____ Time _____ or unknown Intermittent
- C. Release > Tech Specs ended: Date _____ Time _____
- D. Reactor Shutdown: N/A or Date _____ Time _____
- E. Wind Speed: _____ Mile/hour at elevation _____ feet.
- F. Wind Direction from: _____ degrees at elevation _____ feet.
- G. Stability Class: PASQUIL A B C D E F G

17. Atmospheric Release Information

- A. Release from: Ground Elevated
- B. Iodine/Noble Gas Ratio _____
- C. Total Release Rate _____ Ci/sec
- D. Noble Gas Release Rate _____ Ci/sec
- E. Iodine Release Rate _____ Ci/sec
- F. Particulate Release Rate _____ Ci/sec

18. Waterborne Release Information

- A. Volume of Release _____ gallons or liters
- B. Total Concentration _____ µCi/ml
- C. Radionuclides in Release _____ (or attach)
- D. Total Activity Released _____

19. Dose Calculations (based on an assumed release duration of _____ hours)

Calculation based on (circle one)

- A. Inplant Measurements
- B. Field Measurements
- C. Assumed Source Term

Table below applies to (circle one) A. Atmospheric Release B. Waterborne Release

DISTANCE	DOSE	
	TEDE (rem)	CDE - Child Thyroid (rem)
Site Boundary		
2 Miles		
5 Miles		
10 Miles		
_____ Miles		

20. Field Measurements at Dose Rates or Surface Contamination/Deposition

Mile/Sector OR Mile/Degrees	Location OR Sampling Point	Time at Reading	Dose Rate OR Contamination (include Units)

'AFNPP

■ Outgoing from FitzPatrick

Sequence Number _____ Emergency Director Approval: _____

New York State **PART 3** Form **PLANT PARAMETERS**

APRM REACTOR POWER	_____	%
IRM REACTOR POWER	_____	%
SRM REACTOR POWER	_____	CPS
RPV LEVEL	_____	Inch TAF
RPV PRESS	_____	PSIG
FEEDWATER FLOW	_____	MLB/HR
HPCI PUMP FLOW	_____	GPM
RCIC PUMP FLOW	_____	GPM
LPCI A FLOW	_____	GPM
LPCI B FLOW	_____	GPM
"A" CORESPRAY FLOW	_____	GPM
"B" CORESPRAY FLOW	_____	GPM
DRYWELL PRESSURE	_____	PSIG
DRYWELL TEMPERATURE	_____	Deg F
DRYWELL SUMP LEVEL	_____	Feet
DRYWELL. H2 CONC	_____	%
DRYWELL O2 CONC	_____	%
TORUS WATER AVG TMP	_____	Deg F
TORUS WATER LEVEL	_____	Feet
CST LEVEL	_____	Inch
STACK GAS RAD	_____	μCi/s
STACK HI RANGE RAD	_____	Ci/s
RX BLDG VENT RAD	_____	μCi/s
REFUEL FLR VENT RAD	_____	μCi/s
DRYWELL RAD Monitor	_____	R/Hr
HIGHEST MSL RAD MON	_____	mR/Hr
TB BLDG VENT RAD	_____	μCi/s
TB BLD HI RANGE RAD	_____	Ci/s
RW BLDG VENT RAD	_____	μCi/s
RW BLD HI RANGE RAD	_____	Ci/s
OFFGAS RAD	_____	mR/Hr
SERVICE WATER RAD	_____	μCi/ml

Verify that the following notifications have been made:

- 1. New York State Warning Point RECS Other _____
(Ref. Attachment 5)
- 2. Oswego County Warning Point RECS Other _____
(Ref. Attachment 5)
- 3. Nine Mile Point Nuclear Site RECS Other _____
(Ref. Attachment 5)
- 4. NRC Operations Center ENS Other _____
(Ref. Attachment 5)
- 5. NRC Resident Inspector Phone Pager
(Ref. Attachment 14)
- 6. Security Call-outs of Plant Completed Not Required
Staff using procedure EAP-17,
EMERGENCY ORGANIZATION STAFFING,
if call-outs are required.

NOTE: IF Pagers have NOT been activated per Step 6 above, THEN notify:

- 7. Nuclear Generation Duty Completed

Officer (NGDO).
Pager No. 718-3889.
(If pagers were not
activated ensure NGDO
is notified.)

To Activate NGDO Pager:

- Dial 7243 (on JAF phone connected to the NYPA tie lines)
- Follow prompt: then enter 718-3889
- After you hear the quick tones enter the telephone number you want the NGDO to call you back on, including the area code. (315-XXX-XXXX)

Time _____

Communicator

Signature _____

Date: _____

1)

New York State Warning Point

(Name of Person Contacted)/(Notification Time)

NYSWP
(State Emergency Management Office)
518/457-2200

2)

Oswego County Warning Point

(Name of Person Contacted)/(Notification Time)

(Oswego County Emergency Management Office
Normal Duty Hours (0830 - 1630) Mon - Fri
315/591-9150 or
315/591-9189

(Oswego County E-911)
Non-Duty Hours
911

3)

Nine Mile Point Nuclear Power
Station, Control Room

(Name of Person Contacted)/(Notification Time)

NOTE: Manned 24 hours a day.

NMPNPS Unit #1 CR
349-2841 or
349-2842 or
349-2843

NMPNPS Unit #2 CR
349-2168 or
349-2169
349-2170

4)

NRC Operations Center

(Name of Person Contacted)/(Notification Time)

NOTE: Manned 24 hours a day.

primary: 301-816-5100
backup: 301-951-0550

Time _____

Communicator
Signature _____

Date _____

NRC FORM 361 (3-90) U.S. NUCLEAR REGULATORY COMMISSION OPERATIONS CENTER

EVENT NOTIFICATION WORKSHEET

NOTIFICATION TIME	FACILITY OR ORGANIZATION	UNIT	CALLER'S NAME	CALL BACK # : ENS _____ or () _____
-------------------	--------------------------	------	---------------	-----------------------------------------

EVENT TIME & ZONE	EVENT DATE / /
POWER/MODE BEFORE	POWER/MODE AFTER

EVENT CLASSIFICATIONS	
GENERAL EMERGENCY	GEN/AAEC
SITE AREA EMERGENCY	SIT/AAEC
ALERT	ALE/AAEC
UNUSUAL EVENT	UNU/AAEC
50.72 NON-EMERGENCY	(see next columns)
PHYSICAL SECURITY (73.71)	D???
TRANSPORTATION	NTRA
MATERIAL/EXPOSURE	B???:E???:F???
FITNESS FOR DUTY	HFIT
OTHER	N???:C???:G???

1-Hr Non-Emergency 10 CFR 50.72(b)(1)		4-Hr Non-Emergency 10 CFR 50.72(b)(2)	
(i)(A) TS Required S/D	ASHU	(v) Emergency Siren INOP	AESS
(i)(B) TS Deviation	ADEV	(vi) Fire	AFIR
(ii) Degraded Condition	ADEG	(vi) Toxic Gas	ACHE
(ii)(A) Unanalyzed Condition	AUNA	(vi) Rad Release	ARAD
(ii)(B) Outside Design Basis	AOUT	(vi) Oth Hampering Safe Op.	AHIN
(ii)(C) Not Covered by OPs/EPs	ACNC	(i) Degrade While S/D	ADAS
(iii) Earthquake	ANEA	(ii) RPS Actuation (scram)	ARPS
(iii) Flood	ANFL	(ii) ESF Actuation	AESF
(iii) Hurricane	ANHU	(iii)(A) Satv S/D Capability	AINA
(iii) Ice/Hail	ANIC	(iii)(B) RHR Capability	AINB
(iii) Lightning	ANLI	(iii)(C) Control of Rad Release	AINC
(iii) Tornado	ANTO	(iii)(D) Accident Mitigation	AIND
(iii) Oth Natural Phenomenon	ANOT	(iv)(A) Air Release > 2X App B	AAIR
(iv) ECCS Discharge to RCS	ACCS	(iv)(B) Liq Release > 2X App B	ALIQ
(v) Lost ENS	AENS	(v) Offsite Medical	AMED
(v) Lost Other Assessment/Comms	AARC	(vi) Offsite Notification	APRE

DESCRIPTION			
Include: Systems affected, actuations & their initiating signals, causes, effect of event on plant, actions taken or planned, etc.			

NOTIFICATIONS	YES	NO	WILL BE	ANYTHING UNUSUAL OR NOT UNDERSTOOD?	YES <i>(Explain above)</i>	NO
NRC RESIDENT						
STATE(s)				DID ALL SYSTEMS FUNCTION AS REQUIRED?	YES	NO <i>(Explain above)</i>
LOCAL						
OTHER GOV AGENCIES				MODE OF OPERATION	ESTIMATED RESTART DATE:	ADDITIONAL INFO ON BACK?
MEDIA/PRESS RELEASE				UNTIL CORRECTED:		<input type="checkbox"/> YES <input type="checkbox"/> NO

Agency/Individual	Telephone Number	Agency/Individual	Telephone Number
American Nuclear Insurers	860/561-3433	Niagara Mohawk Customer Service. NMP-1 Control Room. NMP-2 Control Room.....	315/343-0162 315/349-2841 315/349-2168
Dr. David O'Brien Home Office	315/343-4348 315/343-2484	Oswego County Emergency Management Office	315/591-9150
EA Engineering, Science and Technology Dr. Steven Jinks	914/565-8100	Oswego County Sheriff R. Todd	315/343-5490
Emergency Operations Facility.	315/593-5700	Oswego Hospital Administrator Corte J. Spencer.	315/349-5520
Emergency Planning Coordinator Nicholas Avrakotos (home). Kurt Szeluga (home)	Ext. 6773 315/342-5257 315/343-5312	Radiation Management Consultants, Inc Emergency 24 Hours Primary	215/243-2990 215/824-1300
Energy Information Center	315/342-4117	Radiation Safety Officer Dr. C.C. Chamberlain	315/464-6510
INPO Emergency Response Duty Officer	800/321-0614	Rochester Gas and Electric Co. R.E. Ginna NPP	716/546-2700 315/524-4446
JAF Manager of Communications Elwood Berzin (home) Emergency/Unlisted	Ext. 6681 315/963-8188 315/963-8869	SUNY Health Science Center at Syracuse VP Hospital Affairs Thomas J. Campbell	315/464-4240
JAF Communications Specialist... Michael Redding (home). Emergency/Unlisted	Ext. 6683 315/343-8550 315/349-6023	U.S. Coast Guard - Buffalo	716/843-9500 or 716/843-9525
JAF Training Center Accountability Officer	ext. 6410 or 6495	U.S. Coast Guard - Oswego.....	315/343-1.
JAF Joint News Center	592-3700	U.S. Department of Energy Rad Assistance Program	631/282-2200
National Center for Earthquake Engineering Research	716/645-3391	U.S. NRC Resident Inspector Office Plant Extension Office Outside Line	6667 315/342-4907 or..315/342-4908
National Weather Service	315/455-1214	Rick Rasmussen...(home).... Pager....1-800-944-2337 Car	315/635-6949 pager 50882 315/440-6715
NYPA Nuclear Generation Duty Officer Beeper Dial 7243, wait for prompt, then: 718-3889		Richard Skokowski.(home)... Pager....1-800-944-2337	315/342-8595 pager 51082
NYPA Public Relations Stephen Shoenholz (office) Home Carl Patrick (office) Home	212/468-6313 201/568-2799 914/681-6247 914/528-3557	U.S. NRC Operations Center Fax	301/816-5151
New York State Bureau of Radiation Control Director Dr. Ramawi	518/402-7550	U.S. NRC Emergency Telecommunications System	(Please Refer to Attachment 9)
New York State Emergency Management Office James Baranski Division of Military & Naval	518/457-8909 518/786-4500		

TSC/EOF EMERGENCY NOTIFICATION CHECKLIST

1) New York State, Oswego County and Nine Mile Point have been contacted in accordance with Sections 4.4.3.a and 4.4.3.b of this procedure. RECS Other _____

2) NRC has been contacted in accordance with Section 4.4.3.g of this procedure. ENS Other _____

3) Security call-outs of plant staff have been completed using procedure EAP-17, EMERGENCY ORGANIZATION STAFFING, if call-outs are required. Completed Not Required

NOTE: A current revision of EAP-17, Emergency Plan On-Call Employee Call-out is posted at the Security SAS desk. During off-hours, contact Security to verify that the notifications have been made.

4) WPO Nuclear Generation Duty Officer has been contacted via EAP-17, Attachment 3. Completed

5) Notify Marcy Energy Control Center (ECC). To reach ECC Control Room by tie line, dial 710-225. To call ECC directly dial (315) 792-8225. Completed

6) _____/
(Name of Person Contacted)/(Notification Time) INPO (Institute of Nuclear Power Operations) Emergency Response
Duty Officer
800/321-0614
NOTE: DO NOT NOTIFY FOR AN UNUSUAL EVENT.

7) _____/
(Name of Person Contacted)/(Notification Time) Department of Energy Radiological Assistance Program
516/282-2200
NOTE: DO NOT NOTIFY UNLESS DIRECTED TO DO SO BY THE EMERGENCY DIRECTOR.

Message: Give details as presented on initial and follow-up notification forms. Request assistance if needed and directed by Emergency Director.

8) Oswego County Sheriff
 315/343-5490
 or radio

-----/-----
 (Name of Person Contacted)/(Notification Time)

NOTE: DO NOT NOTIFY UNLESS DIRECTED TO DO SO BY THE E.D.

Message: This is the JAFNPP. We are in a _____ (state class of emergency). Please assign deputies to block off the site at the east and west boundaries on Lake Road to keep all unauthorized personnel out.

9) General Electric

-----/-----
 (Name of Person Contacted)/(Notification Time)

NOTE: DO NOT NOTIFY UNLESS DIRECTED TO DO SO BY THE E.D.

Paul Quinn - Site Representative
 6211 (JAF extension)
 315/342-2029 (home)
 713-6211 (beeper)

Message: This is the JAFNPP. We are in a _____ (state class of emergency). This is _____ (name), at phone number 315/_____, Extension _____ (one being used). Give a summary of the situation and request assistance, if necessary.

Robles, Primitivo - Manager
 315/349-4320 (work)
 315/342-3342 (home)

BWR Emergency Support Program
 408/971-1038

10) American Nuclear Insurers
 860/561-3433

-----/-----
 (Name of Person Contacted)/(Notification Time)

NOTE: DO NOT NOTIFY UNLESS DIRECTED TO DO SO BY THE E.D.

Message: This is the JAFNPP. We are in a _____ (state class of emergency). This is _____ (name), at phone number 315/_____, Extension _____ (one being used). Give a summary of the situation and request assistance, if necessary.

11) Radiation Management Consultants
 215/824-1300
 215/243-2990

-----/-----
 (Name of Person Contacted)/(Notification Time)

NOTE: DO NOT NOTIFY UNLESS DIRECTED TO DO SO BY THE E.D.

Message: This is the JAFNPP. We are in a _____ (state class of emergency). This is _____ (name), at phone number 315/_____, Extension _____ (one being used). Give a summary of the situation and request assistance, if necessary.

1.0 The NRC Emergency Telecommunications System (ETS) is part of the Federal Telecommunications System (FTS)

1.1 The ETS at the JAFNPP site consists of the following circuits:

<u>NRC Circuit Designation</u>	<u>AT&T No.</u>	<u>Bell Atlantic/Verizon</u>	<u>ETS No.</u>	<u>Location</u>
Emergency Notification System (ENS)	KBLJ957178	36LGHS154309NY	700-371-5321	TSC NRC Communicator/CR
Health Physics Network (HPN)	KBLJ955405	36LHGS153554NY	700-371-6773	TSC RSC Desk
Reactor Safety Counterpart Link (RSCL)	KBLJ957177	36LHGS154308NY	700-371-5319	TSC NRC Office
Protective Measures Counterpart Link (PMCL)	KBLJ957175	36LHGS154306NY	700-371-5322	TSC NRC Office
Emergency Response Data System (ERDS)	KBLJ955423	36LHGS153574NY	700-371-6270	TSC MDAS Room

1.2 The ETS at the EOF consists of the following circuits:

<u>NRC Circuit Designation</u>	<u>AT&T No.</u>	<u>Alltel No.</u>	<u>ETS No.</u>	<u>Location</u>
Emergency Notification System (ENS)	KBLJ957678	36LGHS154379NY	700-371-0064	Fed & Comm Rms
Health Physics Network (HPN)	KBLJ955408	36LHGS153702NY	700-371-6299	Fed & Dose Assmt Rms
Reactor Safety Counterpart Link (RSCL)	KBLJ957678	36LHGS154383NY	700-371-0063	Federal Room
Protective Measures Counterpart Link (PMCL)	KBLJ957675	36LHGS154381NY	700-371-0062	Federal Room
Management Counterpart Link (MCL)	KBLJ957673	36LHGS154382NY	700-371-0060	Federal Room
Local Area Network Access (LAN)	KBLJ957674	36LHGS154380NY	700-371-0061	Federal Room

2.0 Instructions for Operating ETS Phones

2.1 Lift the receiver on the telephone instrument and listen for dial tone.

2.2 After receiving dial tone, dial first number listed on the sticker located on the telephone instrument using all ten (10) digits. (Telephone numbers to NRC Operations Center are also located in procedure EAP-1.1 on Attachment 5, Item 4.) If the first number is busy, proceed on with the second, etc.

2.3 A conference call connecting JAF and EOF ENS phones may be initiated by calling the NRC Operations Center as above.

3.0 Instructions for Reporting ETS Problems

3.1 Initiate repairs by reporting problems to the NRC Operations Center at one of the following numbers:

3.1.1 Using ETS Network

301-816-5100
301-951-0550

3.1.2 Using Public Switched Network (commercial lines)

1-301-816-5100
1-301-951-0550

4.0 Essential Emergency Communication Functions

- 4.1 Emergency Notification System (ENS) - Initial notification by the licensee, as well as ongoing information on plant systems, status and parameters.
- 4.2 Health Physics Network (HPN) - Communication with the licensee on radiological conditions (in-plant and offsite) and meteorological conditions as well as their assessment of trends and need for protective measures onsite and offsite.
- 4.3 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 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 licensee plant management at the site.
- 4.4 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 NRC Operations Center support NRC protective measures personnel at the site. In addition, this link may also be used for discussion between the Protective Measures Team Director and licensee plant management at the site.
- 4.5 Emergency Response Data System (ERDS) Channel - This is the channel over which the raw reactor parametric data is transmitted from the site.
- 4.6 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.
- 4.7 Local Area Network (LAN) Access - Established with the base team and the NRC site team for access to any of the product or services provided on the NRC Operations Center's local area network. This includes technical projections, press releases, status reports, E-Mail, and various computerized analytical tools.

OPERATION OF RADIO FOR BACKUP COMMUNICATIONS AND
BACKUP PHONE INFORMATION

Instructions for Contacting Oswego County Using Radio

1. Turn radio on (adjust volume control).
2. Select Channel 1.
3. Select "P/L B" or "Sheriff" (red light should be next to "Sheriff" - push button if necessary)
4. Push transmit on microphone to transmit and release to receive.

Backup Phone Information

Handset Location	Telephone Equipment Location	Phone Number
TSC cellular near RECS phone operator	TSC outer office #1	315-591-0473
TSC satellite * near RECS phone operator	TSC outer office #3	800-988-7278
TSC cellular at ED's desk	TSC outer office #4	315-591-0479
TSC cellular near Radio Dispatcher	TSC outer office #2	315-591-0476
CR cellular Shift Manager's office	TSC outer office #3	315-591-0479
OSC cellular OSC Manager's desk	TSC outer office #2	315-593-4757

* When making calls to 315 area code (including Oswego) dial 1-315 prior to entering 7 digit number.

Call New York State Warning Point at (518) 457-2200 and give the following information.

Location of RECS phone

Trouble description

Your name and telephone contact number

1. Is there any change to the classification of the event? If so, what is the reason?
2. What is the ongoing/imminent damage to the facility, including affected equipment and safety features?
3. Have toxic or radiological releases occurred or been projected, including changes in the release rate? If so, what is the projected onsite and offsite release, and what is the basis of assessment?
4. What are the health effect/consequences to onsite/offsite people? How many onsite/offsite people are/will be affected and to what extent?
5. Is the event under control? When was control established, or what is the planned action to bring the event under control? What is the mitigative action underway or planned?
6. What on site protective measures have been taken or planned?
7. What offsite protective actions have been recommended to State/local officials?
8. What is the status of State/local/other Federal agencies' responses, if known?
9. If applicable, what is the status of public information activities, such as alarm, broadcast, or press releases (regulatee/State/local/other Federal agencies)? Has a Joint Information Center been activated?

JAFNPP FORM EAP-1.1.1

Outgoing from FitzPatrick

Incoming from Nine Mile Point Nuclear Site

Sequence Number NA Emergency Director Approval: _____ (VERB.)

New York State **PART I** Form **NOTIFICATION FACT SHEET**

"This is to report an incident at the James A. FitzPatrick Power Plant. Standby for roll call." (Conduct roll call to include the following stations:)

New York State Warning Point Oswego County Warning Point Nine Mile Point Nuclear Site

Upon completion of roll call, give information as outlined below:

GENERAL INFORMATION

1. Message transmitted on: (Date) _____ at (Time) _____ AM PM Via: A. RECS B. Other

2. This is A. NOT An Exercise B. An Exercise

3. Facility Providing Information: D. NMP #1 E. NMP #2 F. FitzPatrick

4. Classification: A. Unusual Event B. Alert C. Site Area Emergency D. General Emergency
E. Emergency Terminated F. Recovery G. Transportation Incident

5. This Emergency Classification Declared on: (Date) _____ at (Time) _____ AM PM

6. Release of Radioactive Materials (Above Technical Specification Limits):

A. No Release B. Release to the Atmosphere C. Release to a Body of Water

7. Protective Action Recommendations: (Circle all that apply)

A. NO Need for Protective Actions Outside The Site Boundary

B. EVACUATE the following ERPA's: (Circle Appropriate ERPA's)

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29

C. SHELTER all remaining ERPAs.

8. EAL Number 7.2.2 Brief Event Description Control Room evacuation per AOP-43, "Shutdown from Outside the Control Room", Emergency Director is establishing control of reactor from remote shutdown panels

9. Plant Status: A. Stable B. Improving C. Degrading D. Hot Shutdown E. Cold Shutdown

10. Reactor Shutdown: A. Not Applicable B. (Date) _____ at (Time) _____ AM PM

11. Wind Speed _____ Miles/Hour at elevation _____ feet.

12. Wind Direction (From) _____ degrees at elevation _____ feet.

13. Stability Class (Pasquill) A B C D E F G

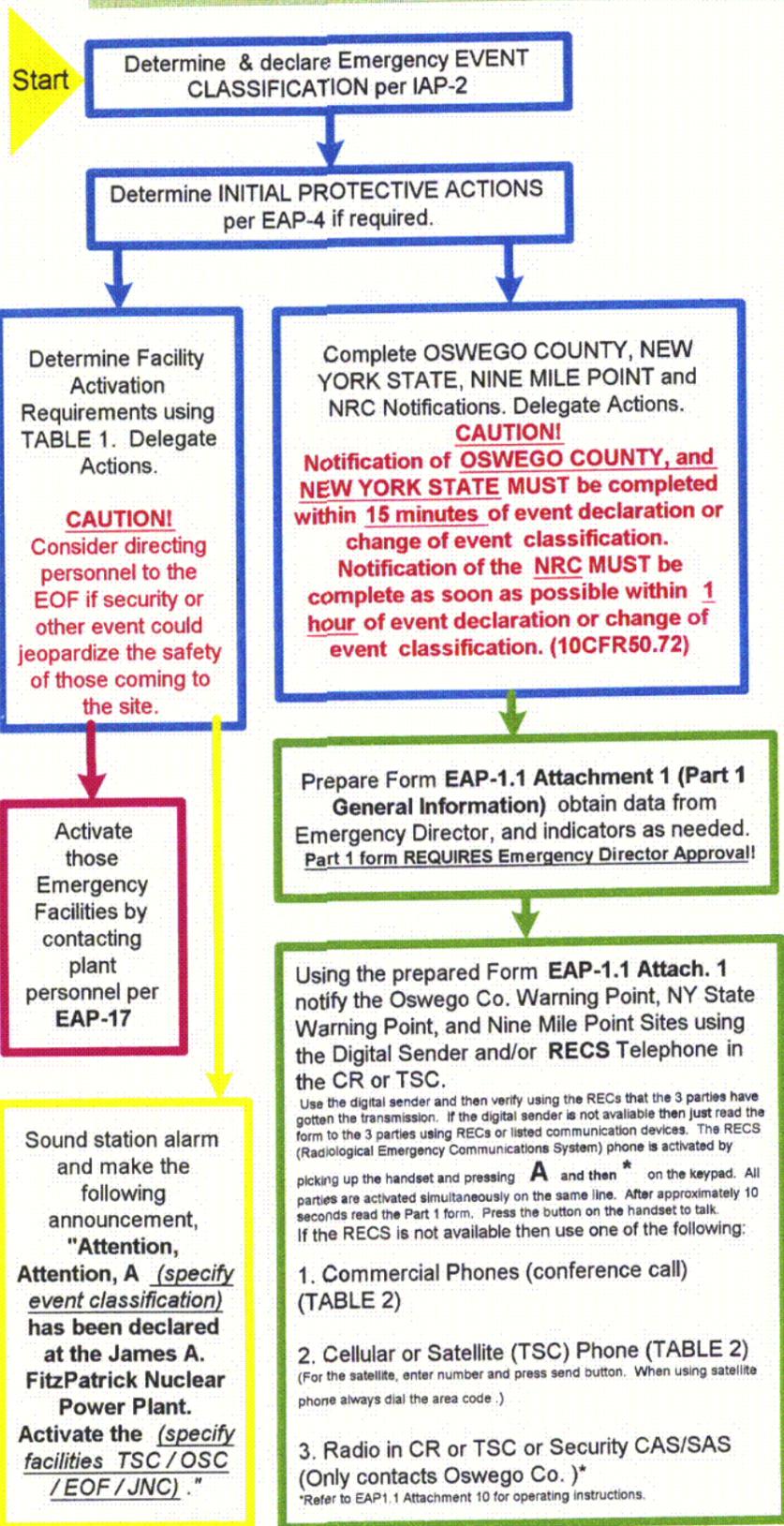
14. Reported By: Name _____ Phone Number (315)- _____

"(Name of Agency), did you copy?"

New York State Warning Point Oswego County Warning Point Nine Mile Point Nuclear Site

"James A. FitzPatrick Nuclear Power Plant out at (date, time)"

ATTACHMENT 14 CONTROL ROOM NOTIFICATION FLOWCHART



Prepare Form **EAP-1.1 Attachment 6 (NRC Form 361 Event Notification Worksheet)** obtain data from Emergency Director, and indicators as needed. **NRC form REQUIRES Emergency Director review!**

Using the prepared Form **EAP-1.1 Attachment 6** notify the NRC Operations Center using the **ENS Telephone** in the CR or TSC.
Dial any of the following numbers:
 ♦ 301-816-5100
 ♦ 301-951-0550
 (The ENS (Emergency Notification System) phone is operated like a normal dial up phone, but does not require the number "1" before the long distance number.)
 If The ENS is not available then use a Commercial, Cellular or Satellite Phone and dial any of the previous numbers.
 (The number "1" needs to be dialed.)
 The NRC may request that the ENS line be manned continuously after any notification. If this occurs request the Shift Manager /Emergency Director provide additional assistance to allow for the remaining steps to be completed.

Using the prepared Form **EAP-1.1 Attachment 1** notify one of the following NRC Resident Inspector at one of the following numbers
 Office Plant Extension ♦ 6667
 Office Outside Line ♦ 342-4907 or 342-4908
 Home (R. Rasmussen) ♦ 635-6949
 Pager ♦ 1-800-944-2337, pager 50882
 Auto ♦ 440-6715
 Home (Richard Skokowski) ♦ 342-8595
 Pager ♦ 1-800-944-2337, pager 51082

Update Form **EAP-1.1 Attachment 1** and notify OSWEGO COUNTY, NEW YORK STATE, and NINE MILE POINT approximately every 30 minutes (or as agreed upon by those parties), or within 15 minutes of event classification change or event termination until TSC or EOF is activated.
 Update Form **EAP-1.1 Attachment 6** and notify the NRC Operations Center within 1 hour of an event classification change or termination until the TSC or EOF is activated

Turnover Notification duties to TSC or EOF when staffed or operational. Prepare Form **EAP-1.1 Attachment 4 (Control Room Notification Checklist)**. Transfer the checklist and copies of forms completed to TSC or EOF as well as verbal turnover.

Establish and maintain verbal communications with the TSC, OSC, and EOF using the 4 way Hot Line or by conference call.

RESPONSIBILITY MATRIX (Typical)	
Color surrounding step indicates responsible individual	
■	Shift Manager/Emergency Director
■	Control Room Communications Aide
■	Operator
■	Security Officer

TABLE 1 FACILITY ACTIVATION REQUIREMENTS					
Facility	Unusual Event (0700-1530)	Unusual Event After 1530, Weekends, Holidays	Alert	Site Area Emergency	General Emergency
TSC	ED Decides	X [1]	X	X	X
OSC	ED Decides	X [1]	X	X	X
EOF	ED Decides	ED Decides	X	X	X
JNC	ED Decides	ED Decides	X	X	X

[1] TSC and OSC must be activated at the Unusual Event classification during off hours **UNLESS** the ED is confident that the emergency will not escalate.

TABLE 2 AGENCY PHONE NUMBERS			
	New York State Warning Point	Oswego County Warning Point	Nine Mile Point Sites
08:30	NY State Emergency Management Office @518-457 2200	Emergency Mgmt. Office @ 315-591-9189 or 315-591-9150	Unit 1 @ 315-349-2841 or 315-349-2842 or 315-349-2843 Unit 2 @ 315-349-2168 or 315-349-2169 or 315-349-2170
16:30			
M - F			
Off Hours		E911 Center @911	

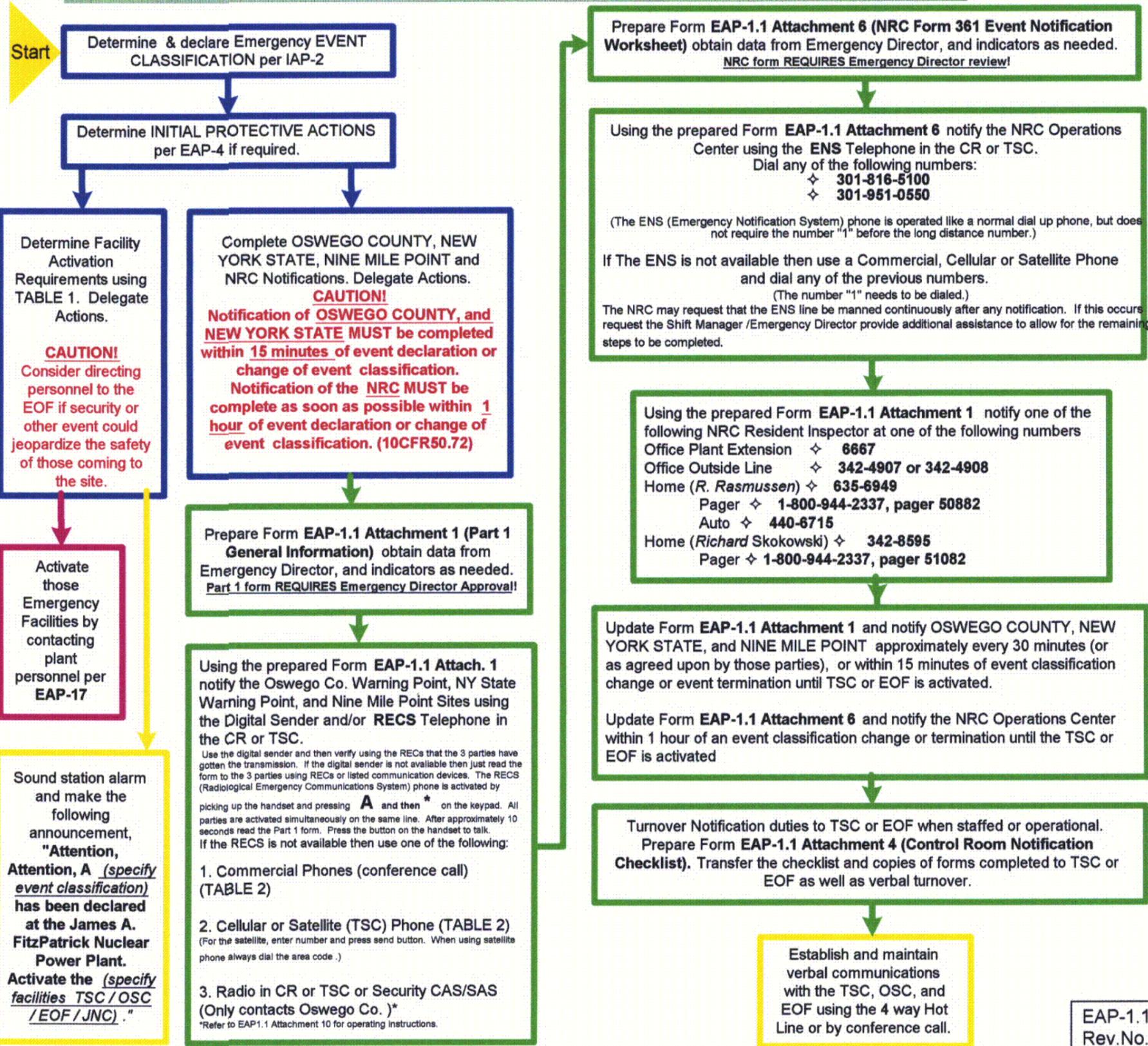
Conference call instructions: 1. Place first call 2. Press switch hook 3. Get dialtone 4. Place 2nd call 5. Press switch hook

- | TABLE 3 OPERATION OF RADIO | |
|------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|
| USE OF MOTOROLA RADIO (FOR CONTACTING OSWEGO COUNTY) | |
| 1. | Use radio in either the CR, TSC, CAS or SAS. |
| 2. | Turn Radio on using adjust volume control. |
| 3. | Select Channel 1 |
| 4. | Select "PL B" or "Sheriff" (red light should be next to Sheriff - push button if necessary) |
| 5. | Push Transmit on microphone to transmit and release to receive. |
| 6. | Inform the Sheriff that normal offsite communications are unavailable. |
| 7. | Provide the information from EAP 1.1 attachment 1. |
| 8. | Request that Oswego County staff rebroadcast via RECS or commercial phone to Nine Mile Point and NY State Warning Point |

TABLE 4 PAGER ACTIVATION		
FIRST DIGIT INFORMATION	SECOND DIGIT CLASSIFICATION	THIRD DIGIT FACILITY ACTIVATED
1 = Actual Event	1=NUE	1 = Report to CR/OSC/TSC
2 = Drill or Exercise	2= Alert	2 = Report to CR/OSC/TSC/EOF/JNC
9 = Pager test only	3=SAE	3 = On duty team only report to CR/OSC/TSC/EOF/JNC
	4=GE	7 = On duty team call CAN 800-205-5175 (respond to CAN prompts as directed)
	9=None	8 = All personnel report to EOF for further instruction
		9 = No response required

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ATTACHMENT 14 CONTROL ROOM NOTIFICATION FLOWCHART



RESPONSIBILITY MATRIX (Typical)

Color surrounding step indicates responsible individual

Blue	Shift Manager/Emergency Director
Green	Control Room Communications Aide
Yellow	Operator
Pink	Security Officer

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16:30	Emergency Management Office @518-457 2200	E911 Center @911	Unit 2 @ 315-349-2168 or 315-349-2169 or 315-349-2170
M - F			
Off Hours			

Conference call instructions: 1. Place first call 2. Press switch hook 3. Get dialtone 4. Place 2nd call 5. Press switch hook

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