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# CONTROLLED DOCUMENT TRANSMITTAL

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**Description:**  
ISSUE OF 1 EMERGENCY PLAN PROCEDURE

Distribution Group(s):      **PMP-2080-EPP.105**

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I&C	6B	1C	
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Site Protective Services	8B	2C	
State of Michigan		1C	
Training Cart 1, T. Ott	11	1C	
Training Cart 2, S. Gleffe	11	1C	
Training Cart 3, S. Freeman	11	1C	
Training Cart 4, S. Stiger	11	1C	
Training Cart 5, M. Juengling	11	1C	
Training Cart 6, D. Terry	11	1C	
Training Library	11	1C	
TSC	1*	3C	Include 1C Index Only
Unit 1 Control Room	29*	2C	
Unit 2 Control Room	29*	2C	
Visitor Center	25	1C	

**Transmitted Controlled Document Listing: (1)**

Document	Revision	Status	Title
PMP-2080-EPP.105	004-CS1	Approved	GENERAL EMERGENCY Comments: EXHIBIT C, PAGE 1 OF 1 (BEST AVAILABLE PER ORIGINATOR) PROCEDURE TO BE REVISED IN THE NEAR FUTURE AND THIS EXHIBIT WILL BE PRODUCED ON COLOR PAPER TO ENHANCE LEGIBILITY

Controlled Document Transmittal Receipt and File Acknowledgement:

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\_\_\_\_\_  
Signature      Date

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## REVIEW AND APPROVAL TRACKING FORM

<b>Procedure Information:</b>	
Number: <u>PMP 2080 EPP.105</u>	Revision: <u>04</u> Change: <u>1</u>
Title: <u>General Emergency</u>	
<b>Category (Select One Only):</b>	
<input type="checkbox"/> Correction (Full Procedure) <input type="checkbox"/> Change (Full Procedure) with Review of Change Only <input checked="" type="checkbox"/> Correction (Page Substitution) <input type="checkbox"/> Change (Page Substitution) with Review of Change Only <input type="checkbox"/> Cancellation <input type="checkbox"/> New Procedure or Change with Full Review <input type="checkbox"/> Superseded (list superseding procedures): _____	
<b>Required Reviews:</b>	
<b>Cross-Discipline Reviews:</b> <input type="checkbox"/> Chemistry <input type="checkbox"/> Training <input type="checkbox"/> Maintenance <input type="checkbox"/> Work Control <input type="checkbox"/> NDM <input type="checkbox"/> _____ <input type="checkbox"/> Operations <input type="checkbox"/> _____ <input type="checkbox"/> PA/PV <input type="checkbox"/> _____ <input type="checkbox"/> Reg Affairs <input type="checkbox"/> _____ <input type="checkbox"/> RP <input checked="" type="checkbox"/> None Required	<b>Programmatic Reviews:</b> <input type="checkbox"/> ALARA <input type="checkbox"/> Performance Assurance <input type="checkbox"/> Bus. Services Proc Grp <input type="checkbox"/> Reactivity Mgmt Team <input type="checkbox"/> Component Engineering <input type="checkbox"/> Surveillance Section <input type="checkbox"/> Design Engineering <input type="checkbox"/> System Engineering <input type="checkbox"/> Emerg Oper Proc Grp <input type="checkbox"/> _____ <input type="checkbox"/> Environmental <input type="checkbox"/> _____ <input type="checkbox"/> ISI/IST Coordinator <input checked="" type="checkbox"/> None Required
<input type="checkbox"/> Cognizant Org Review: _____ N/A      Date: ___/___/___	
<input checked="" type="checkbox"/> Technical Review: <u>John T. Conrad (J.T. Conrad)</u> Date: <u>1/19/2001</u>	
<b>Concurrence:</b>	
<input type="checkbox"/> Ops Mgr Concurrence: _____ N/A      Date: ___/___/___	
<input type="checkbox"/> Owner Concurrence: _____ N/A      Date: ___/___/___	
<b>Package Check:</b>	
Updated Revision Summary attached? <input checked="" type="checkbox"/> Yes	
Safety Screening complete? SS/SE Tracking No.: _____ <input type="checkbox"/> Yes <input type="checkbox"/> Exempt <input checked="" type="checkbox"/> N/A	
Implementation Plan developed? (Ref. Step 3.4.16) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A	
Package Complete: <u>BK Malloy</u> Date: <u>1/19/2001</u>	
<b>Approvals:</b>	
PORC Review Required: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No      Mtg. No.: _____	
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Periodic Review conducted? (Data Sheet 5 Complete) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

<b>NDM Use Only</b>	NUCLEAR DOCUMENT MANAGEMENT SECTION  JAN 24 2001  CONTROLLED DOCUMENT	<b>Office Information For Form Tracking Only - Not Part of Form</b>  This form is derived from the information in PMP-2010.PRC.002, Procedure Correction, Change, and Review, Rev. 7, Data Sheet 1, Review and Approval Tracking Form.
		Page <u>1</u> of <u>2</u>

## REVISION SUMMARY

Number: PMP 2080 EPP.105 Revision: 04 Change: 1

Title: General Emergency

Section or Step	Change/Reason For Change
Exhibit A, Step 1.3.2	<p>Correction: Delete 'plant' and 'to the basement of the Lakeside Office Building' from the announcement.</p> <p>Criteria: m</p> <p>Reason: The Lakeside Office Building is not the only accountability location. Accountability will have to be performed at any accessible accountability location. 'Plant' is being deleted because personnel other than plant personnel may be inside the protected area. This is a correction because the accountability locations are correctly described in PMP 2081 EPP.103, Assembly, Accountability and Evacuation of Plant Personnel.</p>
	<p>Change:</p> <p>Reason:</p>
	<p>Change:</p> <p>Reason:</p>
	<p>Change:</p> <p>Reason:</p>

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This is a free-form as called out in PMP-2010.PRC.002, Procedure Correction, Change, and Review, Rev. 7.



**DONALD C. COOK NUCLEAR PLANT  
PLANT MANAGER PROCEDURE COVER SHEET  
PROCEDURE USAGE LEVEL**

CONTINUOUS     REFERENCE     INFORMATION  
(✓check one)

Procedure No.	PMP 2080 EPP.105
Revision No.	4

<b>TITLE</b>		
GENERAL EMERGENCY		
<b>SCOPE OF REVISION</b>		
<ul style="list-style-type: none"> <li>• Replaced Core Melt Sequence PAR Flowchart with a simplified version based on guidance in NUREG/BR-0150 (RTM-96)</li> <li>• Procedure modified for use by the SEC in either Control Room or TSC</li> <li>• Revised Dose Projection PAR Flowchart</li> <li>• Incorporated new evacuation 'Areas' into PAR determination process</li> <li>• Revised procedure steps to simplify PAR determination process</li> <li>• Changed wording in Step 3.2.1 to emphasize that the SEC only has to approve PAR</li> <li>• Changed instructions for accessing the Training Building &amp; Buchanan Office Building PA Systems. Both can be accessed simultaneously using one number</li> </ul>		
	<b>PRINTED NAME</b>	<b>SIGNATURE</b>
<b>PREPARED BY</b>	Dan Mihalik	
<b>PLANT PERFORMANCE ASSURANCE SUPERINTENDENT</b>	THOMAS J CRAVAN	
<b>PLANT NUCLEAR SAFETY COMMITTEE</b>	#3305 6-18-98	YRB Deputy
<b>PLANT MANAGER APPROVAL</b>	D.E. COOPER	
<b>APPROVAL DATE</b>	6/23/98	
<b>EFFECTIVE DATE</b>	6/30/98	

LIST OF EFFECTIVE PAGES

<u>PAGE NUMBER</u>	<u>REVISION NUMBER/EFFECTIVE CHANGE SHEETS</u>
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EXHIBIT A	
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EXHIBIT D	
Page 1 of 1	Revision 4

AMERICAN ELECTRIC POWER  
DONALD C. COOK NUCLEAR PLANT

GENERAL EMERGENCY

1.0 OBJECTIVES

- 1.1 This procedure provides instructions to the Site Emergency Coordinator (SEC), for implementing a response to a General Emergency.

2.0 REFERENCE

- 2.1 D. C. Cook Nuclear Plant Emergency Plan.
- 2.2 Michigan Emergency Preparedness Plan dated 02-01-91.
- 2.3 Emergency Response Data System (ERDS) Operator Guide.

3.0 DETAILED PROCEDURE

3.1 Responsibilities

- 3.1.1 The Operations Shift Supervisor, acting as the SEC, is responsible for implementing this procedure until he has been relieved of SEC responsibilities.

3.2 Limitations

- 3.2.1 The following actions shall not be delegated by the SEC:

- A Classification of the emergency.
- B Directing the notification of offsite officials.
- C Approval of protective action recommendations (PARs) to offsite emergency management agencies.

- 3.2.2 Declaration of a General Emergency requires the notification of the County and State within 15 minutes. Notification of the NRC shall follow county and state notification and in all cases be completed within one hour.

- 3.2.3 Declaration of a General Emergency requires that a PAR be made to the State. The PAR should be made immediately after the notification of a General Emergency (i.e. during the same phone call).

- 3.2.4 The ERDS for the affected Unit is to be operational and transmitting data to the NRC within one hour of an ALERT or higher declaration.

**3.3 Prerequisites**

3.3.1 A General Emergency has been declared in accordance with PMP 2080 EPP.101, "Emergency Classification".

3.4 Inform Unit 1 and Unit 2 Control Room personnel that a General Emergency has been declared and that you have assumed the position of SEC.

3.5 When an evacuation is ordered, direct the Shift Supervisor (X-1135) to perform accountability as per their procedure.

3.6 In the event a gaseous release of radioactive material is occurring, initiate the use of the Dose Assessment Program (DAP), to determine the magnitude of offsite dose levels. The following procedures should be used as appropriate:

- PMP 2080 EPP.108, "Initial Dose Assessment" (for use in the Control Room)
- PMP 2081 EPP.304, "Offsite Dose Projection" (for use in the EOF)

3.7 Direct the implementation of EXHIBIT A for initial notifications.

3.8 Direct the development of a protective action recommendation using the following steps:

3.8.1 Obtain the following data:

- Wind direction
- and
- Offsite dose projection (if available) as calculated using DAP or actual offsite dose rate measurements.

3.8.2 Using Exhibit B, determine the appropriate PAR.

**NOTE**

If a deviation from the protective action specified on the flow-chart is indicated by any of the considerations on Exhibit D, that information should be passed on to the appropriate offsite agency responsible for issuing Protective Action Orders.

3.8.3 Obtain a Nuclear Plant Accident Notification form from the Emergency Kit in the Control Room (these forms are on three page, self coping paper), or from the DAP printout.

3.8.4 Complete the Nuclear Accident Notification form and inform the State of the recommendation as soon as possible.

3.8.5 Repeat Steps 3.8.1 through 3.8.4 every 15 minutes or as requested.

- 3.9 Perform mitigating actions in accordance with appropriate plant procedures.
- 3.10 If accountability results identify a missing person(s), direct someone to perform the following:
- 3.10.1 Attempt to obtain a verbal response from the missing person by making the following announcement:
- "ATTENTION \_\_\_\_\_"  
(Name of missing person)
- "ATTENTION \_\_\_\_\_"  
(Name of missing person)
- "Call \_\_\_\_\_ IMMEDIATELY".  
(Your phone number)
- 3.10.2 If the missing person responds to the page, inform him/her to report to the Operations Staging Area. Discontinue search activities.
- 3.10.3 If the missing person does not respond to the page within two to three minutes, contact the Shift Security Supervisor at extension 1135. Request that the last known location of the person be accessed from the security computer.
- 3.10.4 Contact the missing person's immediate supervisor if known. Ask the supervisor for the last known location of the missing person.
- 3.10.5 Direct the organization of a search team to locate the missing person(s). The team shall be composed of at least two people. If manpower is available, one member of the team should be a Radiation Protection Technician.

**NOTE**

Caution should be exercised when entering plant areas during an emergency. Previously unidentified Radiological conditions may exist.

- 3.10.6 Conduct a search for the missing person(s) starting at the last known location of the person(s).
- 3.10.7 Continue search operations until the missing person(s) are accounted for.
- 3.11 If the Plant Process Computer (PPC) is inoperable, designate someone to complete EXHIBIT A of PMP-2080 EPP.103, "ALERT", every 15 minutes. Continue this activity for the duration of the emergency or until the PPC is operational.

- 3.12 Upon arrival of the oncoming SEC conduct a turnover as follows:
- 3.12.1 Obtain a copy of Attachment No. 1, "Emergency Turnover Checklist" to PMP 2080 EPP.103, "Alert".
  - 3.12.2 The oncoming SEC shall complete the checklist as each item is verbally addressed.

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**NOTE**

Steps 3.13 to 3.15 apply only if the Shift Supervisor has not been relieved of the SEC duties.

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- 3.13 Inform the Technical Support Center (TSC) of changes in plant conditions and equipment status.
- 3.14 Inform the TSC of mitigating actions to be taken or completed.
- 3.15 If additional personnel are required, request assistance from the TSC. The following emergency response teams are available:
- Radiation Monitoring Teams.
  - Post Accident Sampling Teams
  - Damage Control Teams
  - Re-Entry & Rescue Teams

4.0 FINAL CONDITIONS

- 4.1 The General Emergency has been terminated.
- 4.2 Assemble all documentation associated with the emergency and forward it to the Emergency Planning Coordinator. This documentation should include:
- Completed notification forms
  - Copies of pertinent log entries
  - Copy of the Condition Report if generated
  - Other documentation deemed appropriate by the Shift Supervisor.

INITIAL NOTIFICATION

- 1.1 Implement or direct the implementation of PMP 2080 EPP.106, "Initial Offsite Notification".

**NOTE**

If an Alert or Site Area Emergency has been declared prior to the General Emergency, and notification of plant personnel is in progress or has been completed. Step 1.2 need not be completed.

- 1.2 If the General Emergency occurs between the hours of 1530 (3:30 pm) and 0700 (7:00 am) Monday through Friday, or anytime Saturday or Sunday or on a holiday, implement PMP 2080 EPP.107, "Notification of Plant Personnel".

**NOTE**

If the Nuclear Emergency alarm has been sounded previously, Step 1.3.1 need not be complete.

**NOTE**

The TSC, EOF, and OSA are required to be activated at an Alert classification or higher.

The last sentence of the announcement need not be included if a site evacuation and accountability had been implemented previously.

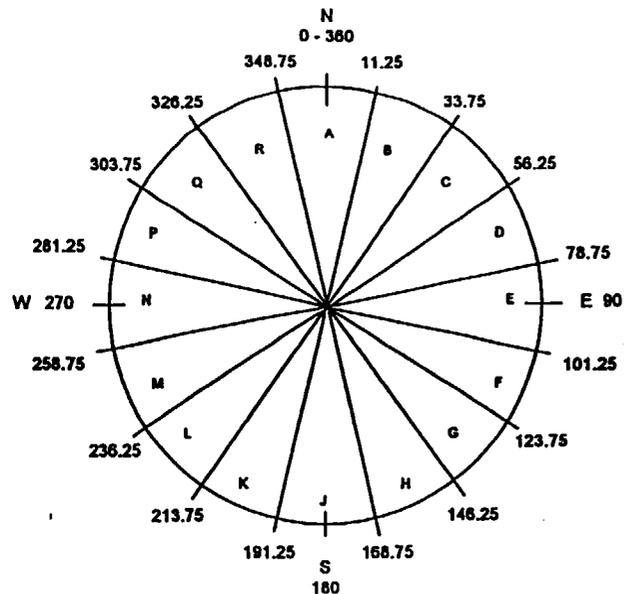
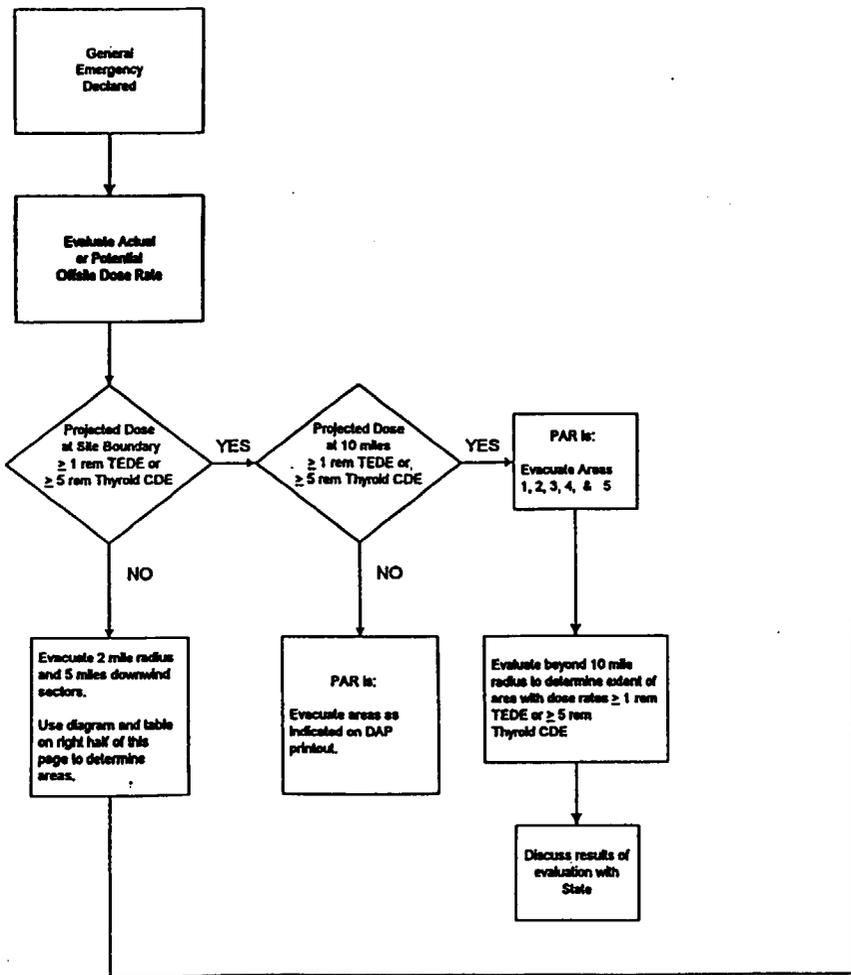
- 1.3 Direct a Control Room operator to perform the following steps:
- 1.3.1 Sound the Nuclear Emergency Alarm.
- 1.3.2 Make the following announcement over the Public Address (PA) system including a brief description of the incident. Have the announcement broadcast twice.

**"Attention all Personnel. Attention all Personnel. A General Emergency has been declared due to     (Brief description)    . Activate the Technical Support Center, Operations Staging Area, and the Emergency Operations Facility. All other Personnel report for accountability."**

C1

- 1.4 On any touch-tone telephone, dial 1646, wait for the tone and press # # to access the Training Center and Buchanan Office Building PA and repeat the above announcement twice again.
- 1.5 Notify the Shift Security Supervisor of the General Emergency Declaration on Plant Extension 1135 or via the page.
- 1.6 Notify the SEC that all notifications required by this attachment have been completed.

# PAR FLOWCHART



Determine affected areas as follows:

- A. Direction wind is blowing from (in Degrees) \_\_\_\_\_
- B. Using diagram above, locate sector opposite direction identified in A \_\_\_\_\_
- C. Downwind sectors (sectors identified in B plus 2 adjacent sectors) \_\_\_\_\_
- D. Convert downwind sectors to areas using the table below.
- E. PAR is: Evacuate areas \_\_\_\_\_ (from D)

If the PAR includes these sectors:	These are the affected areas:
A, B, & C to 5 miles	1 and 2
B, C, & D to 5 miles	1, 2, and 3
C, D, & E to 5 miles	1, 2, and 3
D, E, & F to 5 miles	1, 2, and 3
E, F, & G to 5 miles	1, 2, and 3
F, G, & H to 5 miles	1 and 3
G, H, & J to 5 miles	1 and 3
H, J, & K to 5 miles	1 and 3
J, K, & L to 5 miles	1 and 3
K, L, & M to 5 miles	1 and 3
L, M, & N to 5 miles	1
M, N, & P to 5 miles	1
N, P, & Q to 5 miles	1
P, Q, & R to 5 miles	1
Q, R, & A to 5 miles	1
R, A, & B to 5 miles	1 and 2



**Special Considerations**

Discuss with the State any of the following conditions which should be considered before a Protective Action Order is issued by the State.

1. Adverse weather conditions including forecast of changes in weather.
2. A forecast of changing weather conditions
3. Release characteristics ("puff" vs. "continuous").
4. Location of special populations (institutions).