



February 23, 2001
LIC-01-0025

U. S. Nuclear Regulatory Commission
Attn: Document Control Desk
Mail Station P1-137
Washington, DC 20555

Reference: Docket No. 50-285

SUBJECT: Transmittal of Changes to Emergency Plan Implementing Procedures (EPIP) Manual

In accordance with 10 CFR 50.54(q), 10 CFR 50, Appendix E, Section V, and 10 CFR 50.4(b)(5), please find EPIP change packages enclosed for the Document Control Desk (holder of Copy 165) and the NRC Emergency Response Coordinator (holder of Copies 154 and 155).

The document update instructions and summary of changes are included on the Confirmation of Transmittal (Form EP-1) form attached to each controlled copy change package. Please return the Confirmation of Transmittal forms by April 12, 2001.

The revised documents included in the enclosed package are:

EPIP Index page 2 of 2 issued 02/14/01
EPIP-RR-29 R18 issued 02/14/01

If you have any questions regarding the enclosed changes, please contact Carl Simmons at (402) 533-6430.

Sincerely,

S. R. Gambhir
Division Manager
Nuclear Operations

SKG/ash

Enclosures

4045

U.S. Nuclear Regulatory Commission

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c: T. H. Andrews, Emergency Response Coordinator (2 sets)
L. R. Wharton, NRC Project Manager (w/o enclosures)
W. C. Walker, NRC Senior Resident Inspector (w/o enclosures)
Winston & Strawn (w/o enclosures)

OMAHA PUBLIC POWER DISTRICT

Confirmation of Transmittal for
Emergency Planning Documents/Information

☐ Radiological Emergency
Response Plan (RERP)

☒ Emergency Plan
Implementing Procedures
(EPIP)

☐ Emergency Planning
Forms (EPF)

☐ Emergency Planning Department Manual
(EPDM)

☐ Other Emergency Planning Document(s)/
Information

Transmitted to:

Name: Document Control Desk Copy No: 165
Tom Andrews Copy No: 154
Tom Andrews Copy No: 155

Date: _____

The following document(s) / information is forwarded for your manual:

REMOVE SECTION

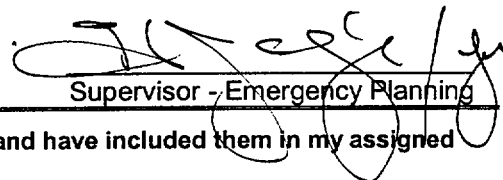
EPIP Index Page 2 of 2 issued 12/05/00
EPIP-RR-29 R17 issued 10/07/98

INSERT SECTION

EPIP Index Page 2 of 2 issued 02/14/01
EPIP-RR-29 R18 issued 02/14/01

Summary of Changes:

EPIP-RR-29 was revised to delete reference to Tektronix 4207 and the east security entrance. Requirements were added to lock the northwest hallway door to better control access and to notify the states when the sirens are activated or if siren malfunctions occur. The step for retrieving the Interactive Notification System (INS) report from the fax machine was changed to the manager's e-mail.


Supervisor - Emergency Planning

I hereby acknowledge receipt of the above documents/information and have included them in my assigned manuals.

Signature: _____

Date: _____

Please sign above and return by 04/12/01 to:

Karma Boone
Fort Calhoun Station, FC-2-1
Omaha Public Power District
444 South 16th Street Mall
Omaha, NE 68102-2247

NOTE: If the document(s)/information contained in this transmittal is no longer requested or needed by the recipient, or has been transferred to another individuals, please fill out the information below.

☐ Document(s)/Information No Longer Requested/Needed

☐ Document(s)/Information Transferred to:

Name: _____

Mailing Address: _____

EMERGENCY PLAN IMPLEMENTING PROCEDURE INDEX

EPIP-RR-17	TSC Security Coordinator Actions	R13 11-30-99
EPIP-RR-17A	TSC Administrative Logistics Coordinator Actions	R18 12-01-00
EPIP-RR-19A	Operations Liaison Actions	R5 10-07-99
EPIP-RR-21	Operations Support Center Director Actions	R12 09-23-99
EPIP-RR-21A	Maintenance Coordinator Actions	R4 11-30-99
EPIP-RR-22	Protective Measures Coordinator/Manager Actions	R20 08-24-00
EPIP-RR-22A	Chemistry Coordinator Actions	R5 02-29-00
EPIP-RR-25	EOF Dose Assessment Coordinator Actions	R19 08-24-00
EPIP-RR-28	OSC Accountability and Dosimetry Technician Actions	R7 09-01-94a
EPIP-RR-29	EOF Administrative Logistics Manager Actions	R18 02-14-01
EPIP-RR-63	EOF Dose Assessment Assistant Actions	R8 11-02-00
EPIP-RR-66	Communication Specialist Actions	R8 08-31-99
EPIP-RR-72	Field Team Specialist Actions	R12 02-29-00a
EPIP-RR-87	Radiation Protection Coordinator Actions	R7 08-24-00
EPIP-RR-90	EOF/TSC CHIP Communication Actions	R0 10-24-00

Fort Calhoun Station
Unit No. 1

Distribution Authorized

This procedure does not contain any proprietary information, or such information has been censored. This issue may be released to the public document room. Proprietary information includes personnel names, company telephone numbers, and any information, which could impede emergency response.

EPIP-RR-29

EMERGENCY PLAN IMPLEMENTING PROCEDURE

Title: EOF ADMINISTRATIVE LOGISTICS MANAGER ACTIONS

FC-68 Number: DCR 11167

Reason for Change: Change fax report to e-mail for INS. Add safety category. Add step to lock NW hallway door to better control access. Delete East entrance security. Delete reference to Tektronix 4207. Add state notification for sirens. Editorial changes.

Initiator: Rhonda Hankins

Preparer: Rhonda Hankins

EOF ADMINISTRATIVE LOGISTICS MANAGER ACTIONS

NON-SAFETY RELATED

1. PURPOSE

- 1.1 The purpose of this procedure is to provide guidance to the EOF Administrative Logistics Manager in performing actions outlined in the Emergency Plan Implementing Procedures (EIPs).

2. REFERENCES/COMMITMENT DOCUMENTS

- 2.1 EPIP-EOF-1, Activation of the Emergency Operations Facility
- 2.2 EPIP-EOF-21, Potassium Iodide Issuance
- 2.3 EPIP-EOF-24, EOF Backup Alert Notification System Activation
- 2.4 ANI Underwriter's Manual
- 2.5 Emergency Telephone Book

3. DEFINITIONS

NONE

4. PREREQUISITES

NONE

5. PROCEDURE

- 5.1 Use the EOF Administrative Logistics Manager Checklist, Attachment 6.1, as an aid to completing required actions.

NOTE: The attached checklist is designed as a reminder of actions which are required to be performed during an emergency condition.

- 5.2 Review the procedure and checklist, and accomplish the applicable steps both upon initial activation and periodically, as required, thereafter.
- 5.3 At the completion of the shift or at event termination, initial the steps which are completed.
- 5.4 Retain all documentation (logs, calculation sheets, notes, etc.) generated or used during the emergency. At the termination, every position in the EOF will deliver documentation to you. Assemble all documentation for legal records and event analysis. Request the Emergency Planning Department to place in safe storage.

6. ATTACHMENTS

- 6.1 EOF Administrative Logistics Manager Checklist
- 6.2 Combustion Engineering Emergency Information Sheet
- 6.3 INPO Event Notification

Attachment 6.1 - EOF Administrative Logistics Manager Checklist
Page 1 of 4

* * Maintain a log of all key activities * *

	<u>(√)</u>	<u>INIT/TIME</u>
1. Obtain and put on your Personnel Identification Badge.		<u>/</u>
2. Contact Security at Energy Plaza to ensure security for the EOF and/or MRC have been dispatched and that 24-hour coverage is established. (See Emergency Telephone Book)		<u>/</u>
3. Maintain security at the EOF either personally, or via a designee, until such time as formal security is in place.		<u>/</u>
4. Lock the Northwest Hallway Door to prevent personnel from entering. Personnel should use the Southwest hallway.		<u>/</u>
5. Place magnetic signs on the outside of the East doors to the EOF and manually lock the East doors. (Signs are located on door of the Copy Machine Room.)		<u>/</u>
6. Retrieve Interactive Notification System (INS) Reports from your e-mail. Determine status of positions at the EOF to ensure it is staffed according to EPIP-EOF-1.		<u>/</u>
7. Commence activation of the EOF using EPIP-EOF-1.		<u>/</u>
8. Coordinate logistics support (e.g. transportation, lodging, food, special equipment and supplies purchase, etc.) as necessary.		<u>/</u>
9. When formal security arrives at the EOF, they should be issued Security Guard - EOF - West Entrance Booklet #58. This booklet is located at the Administrative Logistics Manager's Workstation. Oversee the security operations at the EOF.		<u>/</u>

Attachment 6.1 - EOF Administrative Logistics Manager Checklist
Page 2 of 4

NOTE: At declaration of Site Area Emergency, monitor the Siren System Controller to identify any siren that failed.

(√) INIT/TIME

10. Prepare the Siren System Central Controller to monitor siren system activation using EPIP-EOF-24.

10.1 If activated and any siren fails to sound, then notify the sheriff of the affected county as to which siren did not sound, so that notification of the public in that area can be made using other methods.

10.2 If requested by the states or counties, activate the sirens per EPIP-EOF-24.

10.3 Notify the Emergency Director, EOF Information Specialist, Iowa Emergency Management EOF Liaison and Nebraska Assistant to Governor Authorize Representative (GAR) of any siren activations or malfunctions.

11. Determine 24-hour staffing for your position and all EOF positions (use EPF-11, as necessary).

12. When all shift rotation schedules have been submitted, direct the preparation of an EOF shift schedule and roster for posting and distribution. (Use EPF-11, as necessary).

13. Initiate a call to scheduled personnel to inform them of the shift schedules, using other personnel to assist, as necessary.

Attachment 6.1 - EOF Administrative Logistics Manager Checklist
Page 3 of 4

	<u>(√)</u>	<u>INIT/TIME</u>
14. At Site Area Emergency and General Emergency, make notifications to the following support groups:		
14.1 American Nuclear Insurers (see Emergency Phonebook)	_____	
14.2 Fill out Attachment 6.2, ABB-Combustion Engineering Emergency Information Sheet;		
14.2.1 Have Emergency Director determine the level of ABB-CE response desired;	_____	
14.2.2 Relay the information on Attachment 6.2 by calling the CE Emergency Response Center.	_____	
14.3 Nuclear Regulatory Commission Region IV	_____	
14.4 Federal Emergency Management Agency	_____	
14.5 Institute of Nuclear Power Operations (using Attachment 6.3, INPO Event Notification)	_____	
14.6 Metropolitan Utilities District	_____	
14.7 Notify Union Pacific that a radiological emergency has occurred at the Fort Calhoun Station which may require stopping all railway traffic through the 10-mile EPZ (see the Emergency Telephone Book).	_____	<u>/</u>
15. Provide a detailed briefing to your shift relief of any actions taken and the current emergency status.		<u>/</u>

Attachment 6.1 - EOF Administrative Logistics Manager Checklist
Page 4 of 4

INIT/TIME

16. Assist in development and arranging Emergency Director staff briefings. Briefings should be held at maximum of 4 hour intervals. Attendees should include state and federal officials along with appropriate OPPD Emergency Response Organization members.

____/____

17. As needed, contact OPPD support groups/individuals for assistance (see Emergency Phone Book).

____/____

18. Notify the Radiation Health Center at University Hospital NHS (see Emergency Phone Book) of any OPPD employees that were administered potassium iodide (KI) per EPIP-EOF-21. Inform them that the individual(s) will be asked to report to the Radiation Health Center for follow-up examinations.

____/____

Attachment 6.2 - ABB-Combustion Engineering Emergency Information Sheet
Page 1 of 1

1. Date: _____ Time: _____
2. Name and title: _____
3. Omaha Public Power District, Fort Calhoun Nuclear Station, Fort Calhoun, Nebraska
4. Call Back Numbers (2): _____ or _____
5. This call is for a: (circle one)

REAL EMERGENCY or DRILL

6. What is the EMERGENCY CLASSIFICATION? (circle one)

Alert Site Area Emergency General Emergency

7. What is the desired CE Response, as specified by the Emergency Director (circle one):

- a) **STANDBY** - No ABB-CE action authorized other than to standby for further information as it becomes available.
- b) **ALERT** - ABB-CE is to inform its Emergency Response Organization (ERO), but no further action beyond the notification is authorized.
- c) **CENTER - ACTIVATION** ABB-CE is to inform its ERO and assemble their Emergency Response Team at the ABB-CE Emergency Response Center (ERC). Further action would be specified by OPPD.
- d) **FULL - RESPONSE** ABB-CE to activate its ERC and bring other available system resources up to full alert. Further action would normally be specified by the utility, **but ABB-CE would be authorized to take prudent, independent action where timely utility approval could not be obtained.**

8. Describe event briefly, with dates and times:

Attachment 6.3 - INPO Event Notification
Page 1 of 1

1. Notification status (check one):

- a. Actual Event ☐
- b. Drill or Exercise ☐

2. Event location (utility, plant name and unit): _____

3. Caller's Name: _____ Phone No.: _____
Calling From: _____ Control Room (Simulator) _____ TSC _____ EOF _____ Other

4. Utility's Sr Mgr in Charge of Emergency: _____ Phone No.: _____
Located in: _____ Control Room _____ TSC _____ EOF _____ Other _____ Fax No.: _____

5. Event Classification (check one):	<u>Date</u> <u>Declared</u>	<u>Time</u> <u>Declared</u>	<u>Plant</u> <u>Time Zone</u>
a. Unusual Event <input type="checkbox"/>	_____	_____	_____
b. Alert <input type="checkbox"/>	_____	_____	_____
c. Site Area Emergency <input type="checkbox"/>	_____	_____	_____
d. General Emergency <input type="checkbox"/>	_____	_____	_____
e. Terminated <input type="checkbox"/>	_____	_____	_____

6. Reason for Event Declaration: _____

7. INPO Assistance Requested? _____ (yes/no)

- Type ☐ Facilitating technical information flow to the nuclear industry by maintaining NUCLEAR NETWORK®
- ☐ Locating **replacement equipment** and industry personnel with special **technical expertise**
- ☐ Providing **technical information and industry experience** with similar plant systems and components
- ☐ Dispatching an **INPO Liaison** to the affected plant/utility to facilitate utility interface with INPO and its industry resources
- ☐ Other: _____

When Needed: _____ Where Needed: _____
Utility Contact Requesting Assistance: _____
Utility Contact Phone Number: _____