

**Emergency Plan
Implementing Document**

Admin. Procedures

<u>Procedure No.</u>	<u>Title</u>
EPIP-TMI-.01	Emergency Classification and Basis
EPIP-TMI-.02	Emergency Direction
EPIP-TMI-.03	Emergency Notifications and Call Outs
EPIP-TMI-.05	Communications and Record Keeping
EPIP-TMI-.06	Additional Assistance and Notification
EPIP-TMI-.07	Activation of the RAC
EPIP-TMI-.10	Onsite/Offsite Radiological/Environmental Monitoring
EPIP-TMI-.16	Contaminated Injuries
EPIP-TMI-.19	Emergency Dosimetry/Security Badge Issuance
EPIP-TMI-.27	Emergency Operations Facility
EPIP-TMI-.28	Activation of the Technical Support Center
EPIP-TMI-.29	OSC Operations
EPIP-TMI-.36	Emergency Assembly and Site Evacuation
EPIP-TMI-.44	Thyroid Blocking
EPIP-TMI-.45	Classified Emergency Termination Recovery
TEP-ADM-1300.01	Maintaining Emergency Preparedness
TEP-ADM-1300.02	Emergency Preparedness Training
TEP-ADM-1300.04	Administration of the TMI Initial Response and Emergency Support Organization Duty Roster
TEP-ADM-1300.05	Emergency Equipment Readiness
TEP-ADM-1300.06	Emergency Response Facility Modification Control

FOR INFORMATION ONLY



TMI - Unit 1
Emergency Preparedness
Procedure Manual

Number

TEP-ADM-1300.06

Title		Revision No.	
Emergency Response Facility Modification Control		0	
Applicability/Scope		USAGE LEVEL	
TMI Division		3	
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List of Effective Pages

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1	0						
2	0						
3	0						
4	0						

	Signature	Date
Procedure Owner	/s/ S. R. Finicle	02/12/01
Approver	/s/ N. Brown	02/12/01

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1.0 PURPOSE

The purpose of this procedure is to provide guidelines to ensure changes to emergency response facilities do not result in non-compliance or non-conformance to any regulation, commitment, or agreement.

2.0 APPLICABILITY/SCOPE

This procedure applies to the Emergency Control Center, Joint Information Center, Environmental Assessment Command Center, Technical Support Center, Operations Support Center, Emergency Operations Facility, muster areas, and evacuation sites.

3.0 DEFINITIONS

For the purposes of this procedure, a change to an emergency response facility is defined as modifying, relocating, or removing any of the following:

- Structural features such as walls, partitions, and shelves.
- Communications equipment such as emergency and non-emergency telephones, radios, and intercoms.
- Wall displays such as status boards, maps, charts and graphs, and clocks.
- Computer equipment, display and indicating devices.
- Furnishings such as writing surfaces, chairs, lockers.

4.0 PROCEDURE

- a. Prior to executing a change to any emergency response facility, the individual coordinating the change must consider the impact on Emergency Plan.
- b. The individual coordinating the change shall check the following documents as applicable:

NOTE
Contacting the procedure owner for assistance will expedite the process.

- For all changes - TMI Emergency Plan, 1092
- For all changes - TEP-ADM-1300.01, Maintaining Emergency Preparedness
- For all changes - TEP-ADM-1310.05, Emergency Equipment Readiness
- For changes affecting communications equipment - TEP-SUR-1310.01, Emergency Communications Test Procedure.
- For changes in the Emergency Control Center - EPIP-TMI-.02, Emergency Direction

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- For changes to Control Room tags and labels - TEP-SUR-1310.05, Verification of Emergency Preparedness Aids
 - For changes in the Radiological Assessment Center - EPIP-TMI-.07, Activation of the RAC
 - For changes in the EOF - EPIP-TMI-.27, Emergency Operations Facility
 - For changes in the TSC - EPIP-TMI-.28, Activation of the Technical Support Center
 - For changes in the OSC - EPIP-TMI-.29, OSC Operations
 - For changes in the muster and evacuation areas - EPIP-TMI-.36, Emergency Assembly and Site Evacuation
 - For changes to monitoring location signs - TEP-SUR-1310.05, Verification of Emergency Preparedness Aids
- c. If the proposed change does not involve any equipment, item, or feature listed in any of the listed documents, the change may be initiated without negatively impacting the Emergency Plan.
- d. If the proposed change involves any equipment, item, or feature listed in any of the listed documents, the change cannot be initiated without negatively impacting the Emergency Plan.
- e. If the proposed change cannot be initiated without negatively impacting the Emergency Plan, obtain Emergency Preparedness Department assistance in pursuing the change.
- Emergency Preparedness will assist in evaluating the change to determine if it is feasible or allowable.
 - If the change is allowable and feasible, Emergency Preparedness will submit revisions to the Emergency Plan and/or Emergency Plan Implementing Procedures to allow the change to be initiated.
 - The procedure review process will provide a multi-layered evaluation of the change.
- f. After necessary revisions to procedures and/or the Emergency Plan have been implemented, the change may be initiated.
- g. Significant changes to any facility should be communicated to the facility team leaders by electronic mail or other means.
- h. Listing and justifying the change on the safety review forms for the revision of any affected procedures will serve to document the change to the facility.

5.0 **RESPONSIBILITIES**

- The head of the department coordinating activities and controlling operations in any emergency response facility and personnel working in and around those facilities must conform to the provisions of this procedure.

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- The individual coordinating the change shall perform the applicable steps of this procedure.

6.0 REFERENCES

- TMI Emergency Plan, 1092
- TEP-ADM-1300.01, Maintaining Emergency Preparedness
- TEP-ADM-1310.05, Emergency Equipment Readiness
- TEP-SUR-1310.01, Emergency Communications Test Procedure
- TEP-SUR-1310.05, Verification of Emergency Preparedness Aids
- EPIP-TMI-.02, Emergency Direction
- EPIP-TMI-.07, Activation of the RAC
- EPIP-TMI-.27, Emergency Operations Facility
- EPIP-TMI-.28, Activation of the Technical Support Center
- EPIP-TMI-.29, OSC Operations
- EPIP-TMI-.36, Emergency Assembly and Site Evaluation

7.0 EXHIBITS

None