

FOR INFORMATION ONLY

AmerGen

TMI - Unit 1
Emergency Procedure

Number

EPIP-TMI-.03

Title

Revision No.

Emergency Notifications and Call Outs

33

Applicability/Scope

USAGE LEVEL

Effective Date

TMI Division

1

03/05/01

This document is within QA plan scope
Safety Reviews Required

<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Procedure Owner	/s/ S. R. Finicle	03/01/01
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1.0 **PURPOSE**

- a. To provide guidance in accomplishing initial notifications, reclassification notifications, and closeout notifications to off-site agencies.
- b. To provide guidance in accomplishing contact and call-out of emergency response personnel and facilities.

2.0 **APPLICABILITY/SCOPE**

- a. This procedure is applicable for all personnel performing notifications, contacts, and call-outs from the ECC.
- b. This procedure is to be used upon declaration of any emergency classification as specified in the Emergency Plan or when directed by the Emergency Director.

3.0 **DEFINITIONS**

- a. PEMARS - Pennsylvania Emergency Management Agency Radio System.

4.0 **RESPONSIBILITIES**

- a. Emergency Director
 - Oversees implementation of this procedure.
 - Selects and approves Emergency Report Forms.
- b. On-Shift ECC Communications Coordinator
 - Initiates/completes notifications until relieved.
 - Initiates the call-out process.
 - Provides a turn-over to the Initial Response Emergency Organization Communicator.
 - Arranges for repairs of malfunctioning communications circuits until relieved by the Initial Response Emergency Organization Communications Coordinator.

NOTE

- The Off-Site Notification process may be TEMPORARILY reassigned to another qualified communicator during circumstances where the CRO/SRO's attention is required for plant operations.
- Such reassignment should only occur under the most extreme conditions for initial plant stabilization and ONLY if a qualified alternative is already present in the Control Room.
- The CRO-SRO ECC Communications Coordinator is expected to be available to continue notifications within 30 minutes of event declaration and shall be the individual performing the notification to the NRC on the ENS line, unless relieved by the IREO communicator.

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- c. On-Shift Communicator
 - Completes the call-out/contact process.
 - Provides a turn-over to the Initial Response Emergency Organization Communications Coordinator or Communicator.

- d. Initial Response Emergency Organization ECC Communications Coordinator
 - Ensures initiation/completion of the notification and call-out processes.
 - Interfaces with the Emergency Director Assistant.
 - Arranges for repairs of malfunctioning communications circuits.

- e. Initial Response Emergency Organization Communicator
 - Initiates/completes notifications until relieved.
 - Initiates/completes call-outs. The call-out process is not turned over to the EOF Communicators.
 - Provides a notifications status to the Emergency Support Organization Communicator.

NOTE

Responsibility for performing off site notifications remains with the ECC Communicators and should not be turned over to the EOF Communicators except during extreme circumstances (e.g., evacuation of the ECC or failure of ECC telephones).

NOTE

All steps in Exhibits 1 through 5 and Exhibit 9 must be performed even if they appear to be redundant unless a qualifying term such as "if" or specific direction is provided in the step. The Emergency Director Assistant should be used to obtain Emergency Director concurrence for any step not performed. All steps not performed shall be marked "N/A".

NOTE

Steps required to be performed more than once (e.g., at an Alert before an escalation, and at an Alert a second time due to a later reduction in classification) should be initialed for each time performed.

NOTE

If communication system failures are experienced, refer to Exhibit 7, "Back Up Communications".

Emergency Notifications and Call Outs

5.0 PROCEDURE

5.1 Upon declaration/reclassification of an emergency, complete the appropriate exhibit listed below:

- _____ a. Unusual Event - Exhibit 1.
- _____ b. Alert - Exhibit 2.
- _____ c. Site Area Emergency - Exhibit 3.
- _____ d. General Emergency - Exhibit 4.

5.2 Upon termination of the incident, complete the appropriate following actions.

- _____ a. If off-site notification responsibilities were not transferred to the EOF Communicators, complete Exhibit 5, Closeout Notification Checklist, or
- _____ b. If off-site notification responsibilities were transferred to the EOF Communicators, confirm that the EOF Communicators are performing closeout notifications.
- _____ c. Ensure the appropriate event termination steps in Exhibit 9, "Call-Out Operations", have been completed.
- _____ d. Forward this procedure, all exhibits and associated paperwork to the Emergency Preparedness Department.

6.0 REFERENCES

- a. EPIP-TMI-06, Additional Assistance and Notification
- b. EPIP-TMI-27, Emergency Operations Facility

7.0 EXHIBITS

- a. Exhibit 1 - Unusual Event Checklist
- b. Exhibit 2 - Alert Checklist
- c. Exhibit 3 - Site Area Emergency Checklist
- d. Exhibit 4 - General Emergency Checklist
- e. Exhibit 5 - Closeout Notification Checklist
- f. Exhibit 6 - Emergency Response Data System Activation
- g. Exhibit 7 - Back Up Communications
- h. Exhibit 8 - Emergency Status Log
- i. Exhibit 9 - Call-Out Operations

EXHIBIT 1

UNUSUAL EVENT CHECKLIST

- _____ 1.0 Obtain an **Emergency Report Form** Part 1 and 2 from the Emergency Director or Shift Manager's computer printer.

NOTE

Do not allow problems encountered in Step 2.0 to interfere with completion of the 15 minute off site notifications per Step 3.0.

- 2.0 Activate the group pagers

- _____ 2.1 Lift the **EP Pager Call Out Phone** receiver.

- _____ 2.2 Push the **GROUP PAGE** button.

- _____ 2.3 After hearing the voice prompt "Please enter your caller password", **press the designated LEVEL button** [Designated on Part 1 of the Emergency Report Form, i.e., Level 1, Level 2, or Level 3]

- _____ 2.4 After hearing the voice prompt "Thank you" or when the page tones are heard, **Hang up.**

- 3.0 Perform 15 Minute Notifications.

- _____ 3.1 Confirm **Dial tone** on the **Notification Line.**

- _____ 3.2 **Toggle Switch up** to **OVERRIDE.**

- _____ 3.3 **Dial 91.**

- _____ 3.4 After the calling tone is heard, **Toggle Switch down** to **NORMAL.**

- _____ 3.5 As the agencies answer, state, "***This is Three Mile Island Nuclear Station. Stand by for an emergency message.***" (State once and proceed immediately to the next step.)

- _____ 3.5.1 Log the time. _____

EXHIBIT 1

3.6 Ask if each agency is on the line.

[PEMA, are you on the line? Dauphin County?, etc.]

PEMA _____ (check when on line)

Dauphin County _____

Cumberland County _____

Lancaster County _____

Lebanon County _____

York County _____

3.7 If one or more agencies do not answer promptly, instruct another qualified ECC Communicator if available, to perform a **parallel notification** to the missing agency using the Off Site Notification Auto Dialer.

3.7.1 If necessary to perform parallel notifications, **log person contacted** for the correct county in Step 3.10.

3.8 State, ***"Please stay on the line after the following message to provide a name or dispatcher number and to confirm receipt."***

3.9 Read Emergency Report Form, Part 1.

Time notification completed _____

3.10 Request receipt confirmation.

"PEMA, name or dispatcher number?" _____

"Dauphin County?" _____

"Cumberland County?" _____

"Lancaster County?" _____

"Lebanon County?" _____

"York County?" _____

3.11 Flash the hook switch until a dial tone is heard before hanging up.

4.0 If not already notified in parallel by another ECC Communicator **Notify remaining agencies** that did not receive the information by using Exhibit 7, if necessary.

4.1 **Log receipt confirmation** by recording name/dispatcher number and time notified in appropriate blank in Step 3.10.

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EXHIBIT 1

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- _____ 5.0 If **I&C Technicians** were performing the previous steps, I&C Technicians are to provide a **turn over of this exhibit** to a qualified ECC Communications Coordinator (CRO or IREO Communications Coordinator).
- _____ 6.0 **Direct** an **ECC Communicator** if available, to perform **Exhibit 9** of this procedure and provide Part 2 of the Emergency Report Form to him/her.
- _____ 7.0 Pin on the **ECC Communications Coordinator pin**.
- 8.0 NRC Notification using the Emergency Notification System (ENS)
- _____ 8.1 **Dial** the twelve digit number attached on the **ENS telephone**.
- _____ 8.2 **Read** the **Emergency Report Form**.
- _____ 8.3 **Record** the **person** contacted.
Name _____ Time _____
- _____ 8.4 **Maintain continuous communications** unless directed otherwise by the NRC Duty Officer.
- _____ 8.5 If continuous communications are terminated by the NRC Duty Officer, **record the name of the individual directing termination**.
Name _____

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EXHIBIT 2

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ALERT CHECKLIST

- _____ 1.0 **Obtain an Emergency Report Form** Part 1 and 2 from the Emergency Director or Shift Manager's computer printer.

NOTE

Do not allow problems encountered in Step 2.0 to interfere with completion of the 15 minute off site notifications per Step 3.0.

- _____ 2.0 Activate the group pagers
 - _____ 2.1 Lift the **EP Pager Call Out Phone** receiver.
 - _____ 2.2 Push the **GROUP PAGE** button.
 - _____ 2.3 After hearing the voice prompt "Please enter your caller password", **press the designated LEVEL button** [Designated on Part 1 of the Emergency Report Form, i.e., Level 2, or Level 3]
 - _____ 2.4 After hearing the voice prompt "Thank you" or when the page tones are heard, **Hang up**.
- _____ 3.0 Perform 15 Minute Notifications.
 - _____ 3.1 Confirm **Dial tone** on the **Notification Line**.
 - _____ 3.2 **Toggle Switch up** to **OVERRIDE**.
 - _____ 3.3 **Dial 91**.
 - _____ 3.4 After the calling tone is heard, **Toggle Switch down** to **NORMAL**.
 - _____ 3.5 As the agencies answer, state, ***"This is Three Mile Island Nuclear Station. Stand by for an emergency message."*** (State once and proceed immediately to the next step.)
 - _____ 3.5.1 Log the time: _____

EXHIBIT 2

_____ 3.6 Ask if each agency is on the line.
[PEMA, are you on the line? Dauphin County?, etc.]

PEMA _____ (check when on line)

Dauphin County _____

Cumberland County _____

Lancaster County _____

Lebanon County _____

York County _____

_____ 3.7 If one or more agencies do not answer promptly, instruct another qualified ECC Communicator if available, to perform a **parallel notification** to the missing agency using the Off Site Notification Auto Dialer.

_____ 3.7.1 If necessary to perform parallel notifications, **log person contacted** for the correct county in step 3.10.

_____ 3.8 State, ***“Please stay on the line after the following message to provide a name or dispatcher number and to confirm receipt.”***

_____ 3.9 **Read Emergency Report Form, Part 1.**

Time notification completed _____

_____ 3.10 Request receipt confirmation.

“PEMA, name or dispatcher number?” _____

“Dauphin County?” _____

“Cumberland County?” _____

“Lancaster County?” _____

“Lebanon County?” _____

“York County?” _____

_____ 3.11 **Flash the hook switch** until a dial tone is heard before hanging up.

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EXHIBIT 2

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- _____ 4.0 If not already notified in parallel by another ECC Communicator **Notify remaining agencies** that did not receive the information by using Exhibit 7, if necessary.
 - _____ 4.1 **Log receipt confirmation** by recording name/dispatcher number and time notified in appropriate blank in Step 3.10.
- _____ 5.0 If **I&C Technicians** were performing the previous steps, I&C Technicians are to provide a **turn over of this exhibit** to a qualified ECC Communications Coordinator (CRO or IREO Communications Coordinator).
- _____ 6.0 If not already performed, **direct an ECC Communicator** if available, to perform **Exhibit 9** of this procedure and provide Part 2 of the Emergency Report Form to him/her.
- _____ 7.0 Pin on the **ECC Communications Coordinator pin**.
- _____ 8.0 **Verify activation of ERDS** (Emergency Response Data System) by the Shift Engineer.
 - _____ 8.1 **Provide Exhibit 6 to the Shift Engineer** if necessary.
 - _____ 8.2 If ERDS cannot be activated, **complete Exhibit 8**, Emergency Status Log before calling the NRC.
- _____ 9.0 NRC Notification using the Emergency Notification System (ENS)
 - _____ 9.1 **Dial** the twelve digit number attached on the **ENS telephone**.
 - _____ 9.2 **Read the Emergency Report Form**.
 - _____ 9.3 **Record the person** contacted.
 Name _____ Time _____
 - _____ 9.4 **Maintain continuous communications** unless directed otherwise by the NRC Duty Officer.

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_____ 9.5 If continuous communications are terminated by the NRC Duty Officer, **record the name of the individual directing termination.**

Name _____

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**EXHIBIT 3
SITE AREA EMERGENCY CHECKLIST**

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- _____ 1.0 **Obtain an Emergency Report Form Part 1 and 2 from the Emergency Director or Shift Manager's computer printer.**

NOTE

Do not allow problems encountered in Step 2.0 to interfere with completion of the 15 minute off site notifications per Step 3.0.

- _____ 2.0 **Activate the group pagers**
- _____ 2.1 **Lift the EP Pager Call Out Phone receiver.**
- _____ 2.2 **Push the GROUP PAGE button.**
- _____ 2.3 **After hearing the voice prompt "Please enter your caller password", press the "LEVEL 3" button.**
- _____ 2.4 **After hearing the voice prompt "Thank you" or when the page tones are heard, Hang up.**
- _____ 3.0 **Perform 15 Minute Notifications.**
- _____ 3.1 **Confirm Dial tone on the Notification Line.**
- _____ 3.2 **Toggle Switch up to OVERRIDE.**
- _____ 3.3 **Dial 91.**
- _____ 3.4 **After the calling tone is heard, Toggle Switch down to NORMAL.**
- _____ 3.5 **As the agencies answer, state, "This is Three Mile Island Nuclear Station. Stand by for an emergency message." (State once and proceed immediately to the next step.)**
- _____ 3.5.1 **Log the time: _____**

EXHIBIT 3

- _____ 3.6 Ask if each agency is on the line.
[PEMA, are you on the line? Dauphin County?, etc.]
- PEMA _____ (check when on line)
Dauphin County _____
Cumberland County _____
Lancaster County _____
Lebanon County _____
York County _____
- _____ 3.7 If one or more agencies do not answer promptly, instruct another qualified ECC Communicator if available, to perform a **parallel notification** to the missing agency using the Off Site Notification Auto Dialer.
- _____ 3.7.1 If necessary to perform parallel notifications, **log person contacted** for the correct county in Step 3.10.
- _____ 3.8 State, ***“Please stay on the line after the following message to provide a name or dispatcher number and to confirm receipt.”***
- _____ 3.9 **Read Emergency Report Form, Part 1.**
- Time notification completed _____
- _____ 3.10 Request receipt confirmation.
- “PEMA, name or dispatcher number?”*** _____
“Dauphin County?” _____
“Cumberland County?” _____
“Lancaster County?” _____
“Lebanon County?” _____
“York County?” _____
- _____ 3.11 **Flash the hook switch** until a dial tone is heard before hanging up.

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EXHIBIT 3

- _____ 4.0 If not already notified in parallel by another ECC Communicator **Notify remaining agencies** that did not receive the information by using Exhibit 7, if necessary.
 - _____ 4.1 **Log receipt confirmation** by recording name/dispatcher number and time notified in appropriate blank in Step 3.10.
- _____ 5.0 If **I&C Technicians** were performing the previous steps, I&C Technicians are to provide a **turn over** of **this exhibit** to a qualified ECC Communications Coordinator (CRO or IREO Communications Coordinator).
- _____ 6.0 If not already performed, **direct an ECC Communicator** if available, to perform **Exhibit 9** of this procedure and provide Part 2 of the Emergency Report Form to him/her.
- _____ 7.0 Pin on the **ECC Communications Coordinator pin**.
- _____ 8.0 **Verify activation of ERDS** (Emergency Response Data System) by the Shift Engineer.
 - _____ 8.1 **Provide Exhibit 6 to the Shift Engineer** if necessary.
 - _____ 8.2 If ERDS cannot be activated, **complete Exhibit 8**, Emergency Status Log before calling the NRC.
- 9.0 NRC Notification using the Emergency Notification System (ENS)
 - _____ 9.1 **Dial** the twelve digit number attached on the **ENS telephone**.
 - _____ 9.2 **Read** the **Emergency Report Form**.
 - _____ 9.3 **Record** the **person** contacted.
Name _____ Time _____
 - _____ 9.4 **Maintain continuous communications** unless directed otherwise by the NRC Duty Officer.

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_____ 9.5 If continuous communications are terminated by the NRC
Duty Officer, **record the name of the individual directing
termination.**

Name _____

EXHIBIT 4
GENERAL EMERGENCY CHECKLIST

- _____ 1.0 Obtain an **Emergency Report Form** Part 1 and 2 from the Emergency Director or Shift Manager's computer printer.

NOTE

Do not allow problems encountered in Step 2.0 to interfere with completion of the 15 minute off site notifications per Step 3.0.

- _____ 2.0 Activate the group pagers
- _____ 2.1 Lift the **EP Pager Call Out Phone receiver**.
- _____ 2.2 Push the **GROUP PAGE button**.
- _____ 2.3 After hearing the voice prompt "Please enter your caller password", **press the "LEVEL 3" button**.
- _____ 2.4 After hearing the voice prompt "Thank you" or when the page tones are heard, **Hang up**.
- _____ 3.0 Perform 15 Minute Notifications.
- _____ 3.1 Confirm **Dial tone** on the **Notification Line**.
- _____ 3.2 **Toggle Switch up** to **OVERRIDE**.
- _____ 3.3 **Dial 91**.
- _____ 3.4 After the calling tone is heard, **Toggle Switch down** to **NORMAL**.
- _____ 3.5 As the agencies answer, state, **"This is Three Mile Island Nuclear Station. Stand by for an emergency message."** (State once and proceed immediately to the next step.)
- _____ 3.5.1 Log the time: _____

EXHIBIT 4

3.6 Ask if each agency is on the line.
[PEMA, are you on the line? Dauphin County?, etc.]

PEMA _____ (check when on line)
Dauphin County _____
Cumberland County _____
Lancaster County _____
Lebanon County _____
York County _____

3.7 If one or more agencies do not answer promptly, instruct another qualified ECC Communicator if available, to perform a **parallel notification** to the missing agency using the Off Site Notification Auto Dialer.

3.7.1 If necessary to perform parallel notifications, **log person contacted** for the correct county in Step 3.10.

3.8 State, ***"Please stay on the line after the following message to provide a name or dispatcher number and to confirm receipt."***

3.9 **Read Emergency Report Form, Part 1.**

Time notification completed _____

3.10 Request receipt confirmation.

"PEMA, name or dispatcher number?" _____
"Dauphin County?" _____
"Cumberland County?" _____
"Lancaster County?" _____
"Lebanon County?" _____
"York County?" _____

3.11 **Flash the hook switch** until a dial tone is heard before hanging up.

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- _____ 4.0 If not already notified in parallel by another ECC Communicator **Notify remaining agencies** that did not receive the information by using Exhibit 7, if necessary.
- _____ 4.1 **Log receipt confirmation** by recording name/dispatcher number and time notified in appropriate blank in Step 3.10.
- _____ 5.0 If **I&C Technicians** were performing the previous steps, I&C Technicians are to provide a **turn over of this exhibit** to a qualified ECC Communications Coordinator (CRO or IREO Communications Coordinator).
- _____ 6.0 If not already performed, **direct an ECC Communicator** if available, to perform Exhibit 9 of this procedure and provide Part 2 of the Emergency Report Form to him/her.
- _____ 7.0 Pin on the **ECC Communications Coordinator pin**.
- _____ 8.0 **Verify activation of ERDS** (Emergency Response Data System) by the Shift Engineer.
 - _____ 8.1 **Provide Exhibit 6 to the Shift Engineer** if necessary.
 - _____ 8.2 If ERDS cannot be activated, **complete Exhibit 8**, Emergency Status Log before calling the NRC.
- _____ 9.0 NRC Notification using the Emergency Notification System (ENS)
 - _____ 9.1 **Dial** the twelve digit number attached on the **ENS telephone**.
 - _____ 9.2 **Read the Emergency Report Form**.
 - _____ 9.3 **Record the person** contacted.
Name _____ Time _____
 - _____ 9.4 **Maintain continuous communications** unless directed otherwise by the NRC Duty Officer.

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_____ 9.5 If continuous communications are terminated by the NRC
Duty Officer, **record the name of the individual directing
termination.**

Name _____

**EXHIBIT 5
CLOSEOUT NOTIFICATION CHECKLIST**

_____ 1.0 **Obtain an Emergency Report Form** from Emergency Director or Shift Manager's computer printer.

_____ 2.0 Perform Off Site Notifications.

_____ 2.1 Confirm **Dial tone** on the **Notification Line**.

_____ 2.2 **Toggle Switch up** to **OVERRIDE**.

_____ 2.3 **Dial 91**.

_____ 2.4 After the calling tone is heard, **Toggle Switch down** to **NORMAL**.

_____ 2.5 As the agencies answer, state, ***"This is Three Mile Island Nuclear Station. Stand by for an emergency message."***
(State once and proceed immediately to the next step.)

_____ 2.6 Ask if each agency is on the line.
[PEMA, are you on the line? Dauphin County?, etc.]

PEMA _____ (check when on line)

Dauphin County _____

Cumberland County _____

Lancaster County _____

Lebanon County _____

York County _____

_____ 2.7 State, ***"Please stay on the line after the following message to provide a name or dispatcher number and to confirm receipt."***

_____ 2.8 **Read Emergency Report Form**.

Time notification completed _____

EXHIBIT 5

_____ 2.9 Request receipt confirmation.

 "**PEMA, name or dispatcher number?**" _____
 "**Dauphin County?**" _____
 "**Cumberland County?**" _____
 "**Lancaster County?**" _____
 "**Lebanon County?**" _____
 "**York County?**" _____

_____ 2.10 **Flash the hook switch** until a dial tone is heard before hanging up.

_____ 3.0 **Notify remaining agencies** that did not receive the information by pre-set conference call.

_____ 3.1 **Log receipt confirmation** by recording name/dispatcher number and time notified in appropriate blank in Step 2.9.

_____ 4.0 NRC Notification using the Emergency Notification System (ENS)

_____ 4.1 **Dial** the twelve digit number attached on the **ENS telephone**.

_____ 4.2 **Read** the **Emergency Report Form**.

_____ 4.3 **Record** the **person** contacted.

Name _____ Time _____

EXHIBIT 6
EMERGENCY RESPONSE DATA SYSTEM ACTIVATION

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NOTE

Activation of ERDS is performed by the Shift Technical Advisor. The ECC Communications Coordinator confirms establishment of the link.

NOTE

Perform the following steps at Control Room CRT 3 or CRT 4. If unavailable, use the TSC CRT.

- ____ 1.0 **Press "ERDS" key.** The Emergency Response Data System - Control Functions page should be displayed.
- ____ 2.0 **Press the "1" key.**
- ____ 3.0 **Press "EXEC" key.** The Emergency Response Data System - Parameter Display page 1 of 2 should be displayed.
- ____ 4.0 **Confirm link established** by the following indication displayed at the bottom of the Emergency Response Data System - Parameter Display page:
- Modem Status: Connect
Link Status: Idle or Run
ERDS Status: Active
- ____ 5.0 **If the link cannot be established,** request the ECC Communications Coordinator to pursue resolution of the problem.
- 6.0 To terminate ERDS:
- ____ 6.1 Press "ERDS" key.
- ____ 6.2 Press the "PAGE BACK" key.
- ____ 6.3 Press the "3" key.
- ____ 6.4 Press the "EXEC" key

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PROBLEM RESOLUTION

1. Failure to complete the link will be indicated by the following display at the bottom of the Emergency Response Data System - Parameter Display page:

Modem Status: Fail
Link Status: Fail
ERDS Status: Inactive

- _____ 2. Contact the NRC using the ENS Line or dial telephone to ensure a line is available and they are prepared to receive ERDS data.
3. The software should automatically re-establish the link in the event of a problem, but manual intervention may be required.
4. If manual intervention is required to re-establish the link.
 - _____ 4.1 Press "ERDS" key.
 - _____ 4.2 Press the "PAGE BACK" key.
 - _____ 4.3 Press the "2" key.
 - _____ 4.4 Press the "EXEC" key.
- _____ 5. To obtain assistance with ERDS problems not resolved by the previous actions, contact the computer support individual listed on the Initial Response Emergency Organization Duty Roster.

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Back Up Communications

SECTION I - ADDITIONAL TELEPHONE NUMBERS/ALTERNATE COMMUNICATIONS PATHWAYS

Pennsylvania Emergency Management Agency

- A. Lines specified in Exhibits 1, 2, 3, 4, & 5.
 - Notification Line..... 37
- B. Commercial telephone lines9-651-2001
- C. PEMARS Radio Link
- D. Message relay through a risk county.

Risk Counties

- A. Lines specified in the Exhibits 1, 2, 3, 4, & 5.
 - Notification Line
 - Dauphin County 38
 - York County 30
 - Lancaster County 34
 - Cumberland County 35
 - Lebanon County 39
- B. Commercial telephone lines
 - Dauphin County 9-911
 - 9-558-6900
 - 9-558-6800
 - York County 9-854-5571
 - 9-840-7555
 - 9-1-800-427-8347
 - Lancaster County 9-664-1200
 - 9-664-1190
 - Cumberland County 9-238-9676
 - 9-243-4121
 - 9-532-8878
 - Lebanon County 9-272-2025
 - 9-272-7621
 - 9-272-2054
- C. PEMARS Radio Link
- D. Message relay through PEMA
- E. Message relay through neighboring risk county.

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Nuclear Regulatory Commission

A. NRC Dedicated Telephone Circuits

- Emergency Notification System (ENS)
- Health Physics Network (HPN)
- Protective Measures Counterpart Link (PMCL)
- Reactor Safety Counterpart Link (RSCL)
- Management Counterpart Link (MCL)
- Local Area Network (LAN)

NOTE

When using the Emergency Notification System (ENS), Health Physics Network (HPN), Protective Measures Counterpart Link (PMCL), Reactor Safety Counterpart Link (RSCL), Management Counterpart Link (MCL), or Local Area Network (LAN) telephones, dial only the ten digit number. Do not dial "9" or "1" before dialing the numbers listed when using these NRC telephones.

Primary Number9-1-800-532-3469
 Back up Number 19-1-800-449-3694

B. Commercial telephone lines

Primary Number9-1-800-532-3469
 Back up Number 19-1-800-449-3694

C. Message relay through PEMA or Risk County.

NOTE

1. Although local telephone service may be affected, the microwave/fiber optics telephone system to remote facilities may be functional and allow a message relay.
2. If all telephone service to TMI is lost, a relay to the EOF over the Environmental Assessment Radio could be used for communications. Telephone service at the EOF may still be functional allowing notifications to be made by the EOF staff.

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EXHIBIT 7

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SECTION II - EQUIPMENT FAILURE ALTERNATIVES

NOTE

All communications equipment failures should be reported to the ECC Communications Coordinator for resolution.

Meridian Telephone System Failure

- A. Use available telephones with a 944 prefix. (e.g., EP Pager Call Out Phone) These telephones are connected directly to the Middletown Central Office and are independent of the Meridian System.

EP Pager Call Back Line Failure

- A. Manually access the voice mail box. Refer to the instructions for "Performing Call-Outs From A Remote Location" in this exhibit.
- B. If necessary, use the EP Pager Call Back Line at the Plant Reference Simulator
- C. Answer calls manually using telephone extension 8801.

EP Pager Call Out Phone Failure (Group Pager Activation)

Obtain the group pager telephone number and password kept in the Shift Manager's Office safe or in the Control Room from the Shift Manager or Control Room Supervisor desk cabinet.

- B. Using any functional touch-tone telephone, manually dial the group pager activation number.
- C. When the voice prompt "Please enter your caller password" is heard, dial the password obtained in Step 1.
- D. Dial one of the following numbers as indicated on the Emergency Report Form:
 - a. Level 1 - Dial "948*8801*1#" to notify the Public Information Duty Representative.
 - b. Level 2 - Dial "948*8801*2#" to activate the Initial Response Emergency Organization, EACC, and the Public Information Duty Representative.
 - c. Level 3 - Dial "948*8801*3#" to activate the Emergency Support Organization, Initial Response Emergency Organization, the EACC, and the Public Information Duty Representative.
- E. When the voice prompt "Thank you" or the page tones are heard, you may hang up.

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Group Pager Activation Failure

1. If the group page activation was unsuccessful, perform a second attempt.
2. If the second attempt was unsuccessful, proceed as follows:
 - 2.1 Lift the EP Pager Call Out Phone receiver.
 - 2.2 Press the Backup Group Page button.
 - 2.3 After hearing the voice prompt, "Please enter your caller password", press the designated LEVEL button (designated on Part 1 of the Emergency Report Form, i.e., Level 1, Level 2 or Level 3.
 - 2.4 After hearing the voice prompt "Thank you", hand up.
3. If group pager activation is still not successful:
 - 3.1 Attempt to manually activate the group pagers by performing the steps shown in the "EP Pager Call Out Phone Failure" section above.
4. If none of the above methods are successful:
 - 4.1 Contact the duty Emergency Preparedness Representative (Position 504 on the Emergency Support Organization Duty Roster) using the telephone numbers provided in the phone list kept with the duty rosters and request assistance with call outs.
 - 4.2 In coordination with the Emergency Preparedness Rep., call personnel individually at the numbers provided in the Duty Roster and telephone list.
 - 4.2.1 Call the office number during normal work hours
 - 4.2.2 Call the home number after normal work hours
 - 4.2.3 Attempt to individually page personnel:
 - a. Dial the pager number shown on the Duty Roster
 - b. Dial one of the following numbers as indicated on the Emergency Report Form
 1. Level 1 dial - "948*8801*1#"
 2. Level 2 dial - "948*8801*2#"
 3. Level 3 dial - "948*8801*3#"
 - c. When the voice prompt "Thank you" is heard, hang up.
 - 4.2.4 Repeat steps 4.2.1 through 4.2.3 for each individual required to respond.

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Performing Call-Outs From A Remote Location

1. Obtain the group pager activation number and password from the Shift Manager or Control Room Supervisor's desk cabinet in the Control Room or from the Tech Support Center File Cabinet.
2. Using any touch-tone telephone (i.e., non-rotary dial telephone), dial the group page activation number.
3. When the voice prompt "Please enter your caller password" is heard, dial, enter the password obtained in Step 1.
4. Dial one of the following numbers as indicated on the Emergency Report Form:
 - a. Level 1 - Dial "948*8801*1#" to notify the Public Information Duty Representative.
 - b. Level 2 - Dial "948*8801*2#" to activate the Initial Response Emergency Organization, the EACC and the Public Information Duty Representative.
 - c. Level 3 - Dial "948*8801*3#" to activate Emergency Support Organization, the Initial Response Emergency Organization, the EACC and the Public Information Duty Representative.
5. When the voice prompt "Thank you" or the pager tones are heard, you may hang up.
6. After individuals have had time to respond to the page, use any Meridian telephone to dial "8424". (The voice prompt "Meridian mail. Mail box?" will be heard.)
7. Press the star (*) key.
8. Enter mailbox number you wish to retrieve messages from:
 - 9901 - Onduty
 - 9902 - Extra IREO
 - 9903 - Extra ESO
9. Dial "CALL OUT#" (or "2255688#"). Press 1 to check unheard messages.
10. At this point the steps of Exhibit 9, starting at Step 3.8.12, may be followed.

Middletown Switching System (Central Office) Failure

NOTE

All TMI local telephone lines and dedicated emergency lines (ML-8000 lines) to off-site facilities require the Middletown Central Office to be functional.

Local service to Middletown will not be available regardless of the method used below.

1. Bypass the Middletown Central Office by using the GPU fiber optics system. Using any Shift Manager's Office, Control Room, or TSC telephone, dial 2911-9-1-Area Code (if other than 610)-telephone number.

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2. Group pager activation may be completed by obtaining the number from the Shift Manager or Control Room Supervisor and dialing 2911-9-1-800-number from any Shift Manager's Office, Control Room, or TSC telephone.

Harrisburg Central Office Failure

1. Dial local calls to telephone numbers with 944,948, and 367 prefixes in the normal manner.
2. With the exception of Harrisburg exchanges, complete all other calls using the GPU fiber optics system. Using any Shift Manager's Office, Control Room, or TSC telephone, dial 2911-9-1-Area Code (if other than 610)-telephone number.

NOTE

As the paging company utilizes the Harrisburg Central Office, group and individual pager service may not be available.

EXHIBIT 8

Emergency Status Log

NOTE

This exhibit should be used as a guide for transmittal of information to the NRC when the Emergency Response Data System is unavailable. Communicator mobility available through the use of the cordless head-set in the Control Room/ECC will allow this exhibit to be completed as and if needed after contact with the NRC has been established. Do not exceed the one hour notification time limit.

NOTE

If transmitting this information to the Region I Incident Response Center, it may be more efficient to telecopy these sheets to the telecopier number provided in the "Additional Assistance and Notification" procedure (EPIP-TMI-.06).

A. Type of Event (Check the appropriate area[s])

- 50.72 (non-emergency) Site Area Emergency Physical Security
 Unusual Event General Emergency Safeguards
 Alert Transportation Other

B. Facilities Activated

- ECC EOF
 OSC
 TSC

C. Description of Emergency (Include basis for event and event details)

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D. Event Time: _____

E. Power Level Prior to the Event: _____

Present Power Level: _____

F. Has the Reactor tripped?

Yes / No

G. Were the Emergency Safeguards Systems actuated?

Yes / No

If so, which ones (Check as applicable)

Mode of Actuation

(Circle as required)

_____ • High Pressure Injection AUTO / MANUAL

_____ • Low Pressure Injection AUTO / MANUAL

_____ • Core Flood AUTO / MANUAL

_____ • 4 psig Reactor Building Isolation AUTO / MANUAL

_____ • Reactor Building Spray Actuated AUTO / MANUAL

H. What is the status (mode) of the plant

_____ • At Power

Other Information:

_____ • Hot Standby

_____ • Hot Shutdown

Reactor Pressure _____ psig

_____ • Cooling Down

Reactor Temperature _____ °F

Describe Cooling Mode _____

I. Containment status (if applicable) _____

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- J. Is Off Site power available Yes / No
- If no, are both diesel generators operable Yes / No
- K. Have any personnel injuries occurred Yes / No
- If so, is the injured person(s) contaminated Yes / No
 - a. What are the approximate radiation and/or contamination levels
_____ mR/hr
_____ DPM/100 cm²
- L. Are there excessive radiation levels and/or contamination levels. Yes / No
- If so, list below:
 - a. Radiation levels (Whole Body) _____
 - b. Contamination levels _____ DPM/100 cm² at
Location: _____
 - Plant Rad. Controls backup requested? Yes / No
- M. Other problems _____

- N. Plans _____

EXHIBIT 8

O. The following additional information may be requested depending on the type of emergency.

- Procedures In Use
- Personnel in Control Room
 - a. Name
 - b. Position
- Emergency Ventilation Status (Control Room)
- DC Power Status
- Service Water Status
 - a. Decay Heat River Water
 - b. Reactor Building Emergency River Water
 - c. Nuclear Services River Water
 - d. Secondary Services River Water
- Primary Component Cooling Water Status
 - a. Nuclear Services Closed Cooling Water
 - b. Decay Heat Closed Cooling
 - c. Intermediate Closed Cooling
- Secondary Component Cooling Water Status
 - a. Secondary Services Closed Cooling
- Reactor Status
 - a. Average Temp, 5 Highest Incore T/C's _____/Trend_____
 - b. Reactor Vessel Water Level _____/Trend_____
 - c. Emergency Boration Source
 - d. Boron Concentration_____

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- Primary Coolant System Status
 - a. Reactor Coolant Pump Status
 - b. Pressurizer Temperature _____/Trend _____
 - c. Safety Valve Status
 - d. RCDT (also called PRTR or PDT) Level _____/Pressure _____
 - e. Loop Temperatures (Wide Range) _____/Trend _____
 - f. Subcooling Margin
 - Loop Margin _____
 - Incore Margin _____
 - g. RCS Activity
 - Gas Concentrations _____
 - Specific Activity
 - Total _____ Dose Equivalent I-131 _____
- Containment Status
 - a. Pressure _____
 - b. Sump Levels
 - Sump _____ Flood _____
 - c. Hydrogen Concentration _____
 - d. RB Spray Status
 - e. LOCA Monitor Status
 - RM-G22/23
 - Additional Rad Data should be requested over the Health Physics Network (HPN Line).
- ECCS Status
 - a. Makeup Pump Status/Indication (also called HPSI or Charging Pump Data)

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- b. Decay Heat Removal Pump Status/Indication (also called LPSI or RHR Pump Data)
- Secondary Plant Status
 - a. Steam Generator Levels
OTSG "A" _____ OTSG "B" _____
 - b. Steam Generator Pressures
OTSG "A" _____ OTSG "B" _____
 - c. Steam Generator Status
 - Tube Leakage (OTSG "A"/"B")
 - Isolated
 - Cooling Supply
 - 1. Normal Feedwater Flow Rate
 - 2. Emergency (Auxiliary) Feedwater Flow Rate
 - Cooling Sink
 - 1. Atmospheric Dump Valves
 - 2. Turbine Bypass Valves
 - d. Condensate Storage Tank Levels
CO-T-1A _____ CO-T-1B _____

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**EXHIBIT 9
CALL OUT OPERATIONS**

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NOTE

This exhibit and Emergency Report Form, Part 2 are required to perform the following steps.

- _____ 1.0 **Obtain** the Initial Response Emergency Organization and Emergency Support Organization **Duty Rosters** from the Shift Manager's Office.
- _____ 2.0 **If** the declaration is an **Unusual Event with radiological considerations, call out the duty RAC** (Radiological Assessment Coordinator).
 - _____ 2.1 **Obtain telephone numbers for Position 105** (RAC) on the Initial Response Emergency Organization Duty Roster and call the individual listed.
 - _____ 2.2 To individually page the duty RAC:
 - _____ 2.2.1 **Dial the individual pager number.**
 - _____ 2.2.2 **Dial the call back number** you wish the person to call. (for example: 948*8778#)
 - _____ 2.2.3 After hearing the voice prompt, "Thank you", **hang up.**
- _____ 3.0 Review Emergency Response Organization response using the **EP Pager Call Back Line.**
 - _____ 3.1 **Dial "8424"** on the EP Pager Call Back Line.
 - _____ 3.2 Press the star (*) key.
 - _____ 3.3 Enter 9901 for the on-duty mailbox.
 - _____ 3.4 Enter the mailbox password, 2255688.

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- 3.5 At the main menu, press 1 to check unheard messages. At the end of a message, press 4 to replay, 7 to erase the message or 9 to save the message.
- 3.6 Check off responding individuals on duty roster.
- 3.7 To exit the mailbox, press the star (*) key until you hear "Goodbye" then hang up.
- 3.8 If Level 2 or Level 3 button was selected and there are not a large number (≥ 20) of new voice mail messages in mailbox 9901, hang up the EP Pager Call Back Line and re-activate the group pagers as follows:
 - 3.8.1 Lift the EP Pager Call Out Phone receiver.
 - 3.8.2 Push the GROUP PAGE button.
 - 3.8.3 After hearing the voice prompt "Please enter your caller password", **press the designated LEVEL button** [Designated on Part 1 of the Emergency Report Form, i.e., Level 1, Level 2, or Level 3].
 - 3.8.4 After hearing the voice prompt "Thank you" or when the page tones are heard, **Hang up**.
 - 3.8.5 If a failure of the group page system is suspected, refer to the "Group Pager Activation Failure" section of Exhibit 7.
 - 3.8.6 **Dial "8424"** on the EP Pager Call Back Line.
 - 3.8.7 Press the star (*) key.
 - 3.8.8 Enter 9901.
 - 3.8.9 Enter password 2255688.
 - 3.8.10 Press 1 to check unheard messages. At the end of a message, press 4 to replay, 7 to erase the message or 9 to save the message.
 - 3.8.11 To exit the mailbox, press the star (*) key until you hear "Goodbye".
 - 3.8.12 **Check off the individual** on the duty roster.

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- _____ 4.0 **Determine unmanned positions** on the duty roster (i.e., the positions not checked).
- 4.1 If the unmanned position is part of the IREO/ESO:
- 4.1.1 Dial 8424.
- 4.1.2 Press the star (*) key.
- 4.1.3 Enter mailbox number
- 9902 for IREO (Position numbers 101-401)
 - 9903 for ESO (Position numbers 501 and higher)
- 4.1.4 Enter password 2255688.
- 4.1.5 Press 1 to check unheard messages. At the end of a message, press 4 to replay, 7 to erase the message or 9 to save the message.
- 4.1.6 To exit the mailbox, press the star (*) key until you hear "Goodbye".
- _____ 5.0 If on-duty personnel have not responded, contact **non-responding duty personnel** using the telephone numbers on the TMI Initial Response and Emergency Support Organization Telephone List. (Prioritize contacts to Coordinator positions and single person positions first.)
- 5.1 If necessary, page non-responding personnel.
- _____ 5.1.1 Dial the individual pager number.
- _____ 5.1.2 Dial "948*8801#" for the call back number.
- _____ 5.1.3 After hearing the voice prompt, "Thank you", hang **up**.
- _____ 6.0 Periodically repeat Steps 3.8.6 through 3.8.11 to review any new messages.

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- _____ 7.0 **Replace non-responding personnel** by contacting other qualified individuals indicated on the TMI Initial Response and Emergency Support Organization Telephone List.

- _____ 8.0 If activated, **check Emergency Response Facilities** for emergency response personnel.
 - _____ 8.1 Shift Manager's Office/ECC/RAC. Visual check.
 - _____ 8.2 Operations Support Center. Call or 8672 or 8833.
 - _____ 8.3 Technical Support Center. Visual check.
 - _____ 8.4 Emergency Operations Facility. Call 8903 or 9-657-0739.

- _____ 9.0 If notified by the RAC that BRP call back has not been received, notify PEMA that BRP call back has not been received.

- _____ 10.0 **Contact the NRC Senior Resident Inspector.**
 - _____ 10.1 **Call J. Daniel Orr**

Site telephone	948-8253
Home telephone	1-610-932-3144
Pager number	1-800-398-7853
 - _____ 10.2 **Read Emergency Report Form**, Part 2 when contacted.
 - _____ 10.3 **Record time** contacted: _____
 - _____ 10.4 **If contact cannot be made**, contact the NRC Resident Inspector.
 - _____ 10.4.1 **Call Craig Smith**

Site telephone	948-8253
Home telephone	9-566-4757
Pager number	9-1-800-398-8135
 - _____ 10.4.2 **Read Emergency Report Form**, Part 2 when contacted.
 - _____ 10.4.3 **Record time** contacted: _____
 - _____ 10.5 If contact cannot be made, note this in the "time contacted" blank in Step 10.3 and continue this procedure.

Emergency Notifications and Call Outs

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_____ 11.0 **Confirm** with Control Room personnel that the **Public Information Duty Rep called** in response to the group page.

_____ 11.1 If the Public Information Duty Rep did not call in, perform the remainder of Step 11.

_____ 11.2 Obtain telephone numbers for Position 111 (Public Info Duty Rep) on the Initial Response Emergency Organization Duty Roster and call the individual listed.

_____ 11.3 Read Emergency Report Form, Part 2 to the Public Information Duty Representative.

_____ 11.4 Record the person contacted.

Name _____ Time _____

_____ 11.5 To individually page the Public Information Duty Rep:

_____ 11.5.1 Dial the individual pager number.

_____ 11.5.2 Dial the call back number 948*8801#.

_____ 11.5.3 After hearing the voice prompt, "Thank you", hang up.

_____ 12.0 Contact the York Haven Power Station

_____ 12.1 Use the Auto-Dialer or **Dial 9-848-7277** or 9-266-3654.

_____ 12.2 **Read Emergency Report Form, Part 2.**

_____ 12.3 **Record** the **person** contacted.

Name _____ Time _____

Emergency Notifications and Call Outs

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13.0 Contact the PECO Energy Resource Operator.

13.1 Use the Auto-Dialer or **Dial 9-1-215-841-5141.**

13.2 **Read Emergency Report Form, Part 2.**

13.3 **Record the person** contacted.

Name _____ Time _____

14.0 If available, inform the Emergency Director Assistant when all **contacts** have been **completed.**

15.0 **Event Termination** notifications.

15.1 **NRC Resident Inspector** contacted on Step 10.0.

Person Notified _____ Time _____

15.2 **York Haven Power Station** contacted in Step 12.0.

Person Notified _____ Time _____

15.3 **PECO Energy Resource Operator** contacted in Step 13.0.

Person Notified _____ Time _____

16.0 **Forward this procedure** and all associated documentation to the Emergency Preparedness Department.