



EPP 06-002

TECHNICAL SUPPORT CENTER OPERATIONS

Responsible Manager

Manager Resource Protection

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## 1.0 PURPOSE

1.1 This procedure provides guidelines for the activation of the Technical Support Center (TSC), and the responsibilities and guidance for Emergency Response Organization (ERO) personnel assigned to the TSC.

## 2.0 SCOPE

2.1 This procedure is implemented following the declaration of an Alert or higher emergency classification. The Shift Manager may request the Site Emergency Manager to activate the TSC during a Notification of Unusual Event.

2.2 This procedure provides direction for positions assigned to the Operations Support Center (OSC) also. Since the OSC is housed in the TSC, for the purpose of this procedure the OSC is part of the TSC.

## 3.0 REFERENCES AND COMMITMENTS

### 3.1 References

3.1.1 Code of Federal Regulations 10 CFR 20

3.1.2 RADIOLOGICAL EMERGENCY TELEPHONE DIRECTORY (RETD)

3.1.3 RADIOLOGICAL EMERGENCY RESPONSE PLAN (RERP)

### 3.2 Commitments

3.2.1 Deleted

3.2.2 RCMS 91-142, Failure to Establish and Maintain Habitability in the Emergency Response Facilities

3.2.3 RCMS 92-188, Timely Notification of an Emergency and Timely Activation of the TSC and OSC

3.2.4 RCMS 97-067, Maintain Priority Board Information Up-To-Date

3.2.5 RCMS 97-066, DED To Inform Personnel Of Information Needed To Escalate Classification

## 4.0 DEFINITIONS

### 4.1 Callout

4.1.1 The methodology which is implemented to provide proper staffing of the ERO.

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#### 4.2 Emergency Action Levels (EALs)

4.2.1 Specific parameters or conditions that may be used as thresholds for declaring a particular emergency classification.

#### 4.3 Emergency Classification

4.3.1 A system used to define the severity of emergencies into one of four categories based upon projected or confirmed emergency action levels. Classifications listed in order of increasing severity are as follows:

- o Notification of Unusual Event
- o Alert
- o Site Area Emergency
- o General Emergency

#### 4.4 Emergency Conditions

4.4.1 Situations occurring which cause or may threaten to cause radiological hazards affecting the health and safety of employees or the public, or which may result in damage to property.

#### 4.5 Facility Activation

4.5.1 A facility is considered activated when the designated positions are present, the Emergency Manager determines the facility is ready to activate, and declares the facility activated.

#### 4.6 Operations Support Center (OSC)

4.6.1 A staging area located in the TSC for emergency teams to support the emergency response effort.

#### 4.7 Records

4.7.1 Documents such as calculation worksheets, computer printouts, forms, logs, memos, checklists, or any paper used to record data or information during an emergency, drill or exercise which may be used for event reconstruction.

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#### 4.8 Technical Support Center (TSC)

4.8.1 The TSC serves as a center outside of the Control Room that acts in support of the command-and-control function and houses the OSC organization. Plant status and diagnostic information are available at this location for use by technical and management personnel in support of control room command-and-control functions.

#### 5.0 RESPONSIBILITIES

##### 5.1 Site Emergency Manager

- 5.1.1 Coordinate and direct on-site emergency response.
- 5.1.2 Classify/terminate the emergency in accordance with the Emergency Action Levels (EALs).
- 5.1.3 Approve radiation exposure greater than the limits of 10CFR20 for on-site ERO personnel.
- 5.1.4 Establish priorities for accident mitigation and emergency repair.
- 5.1.5 Declare the TSC activated and establish priorities for TSC personnel.
- 5.1.6 Approve Emergency Notifications and Protective Action Recommendations until the EOF is activated.

##### 5.2 TSC Operations Coordinator

5.2.1 Coordinate overall emergency response activities with the Control Room staff.

##### 5.3 TSC Administrative Coordinator

5.3.1 Provide support for TSC personnel as needed and direction for the TSC Administrative Assistants.

##### 5.4 TSC Radiological Coordinator

5.4.1 Provide direction for radiological conditions associated with activities controlled by the TSC.

##### 5.5 TSC Facility Technician

5.5.1 Perform radiological duties in the TSC as directed.

##### 5.6 Maintenance Coordinator

5.6.1 Determine the need for and appoint members to Emergency Response Teams.

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5.7 Engineering Coordinator

5.7.1 Directs the assessment and evaluation tasks of the Engineering Team.

6.0 PRECAUTIONS/LIMITATIONS

6.1 The assigned Site Emergency Manager will assume command-and-control functions and will be the top line manager responsible for the emergency until the EOF is activated. TSC activation will be performed as soon as practical and within the times as stated in the following: [Commitment Step 3.2.3]

6.1.1 During off-normal working hours, it is the goal to activate the TSC within 75 minutes of a declaration of an Alert or higher classification.

6.1.2 During normal working hours, it is the goal to activate the TSC within 30 minutes of a declaration of an Alert or higher classification.

6.2 Personnel entering the TSC may be required to perform a whole body frisk at a designated frisking station.

6.3 Teams dispatched from on-site locations may not require an HP Technician as part of the team. However, approval must be obtained from the TSC Radiological Coordinator prior to leaving for the initial and each additional destination.

6.4 Facility evacuation should be considered if there is an actual or projected dose greater than or equal to 5 REM TEDE, unless the Site Emergency Manager authorizes exposures up to 25 REM.

6.5 Personnel in the TSC may be directed to relocate to another suitable location in the event emergency conditions preclude activation or warrant evacuation of the TSC.

6.6 Emergency Response Data System (ERDS) must be activated within 60 minutes of a declaration of an Alert or higher emergency.

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7.0 PROCEDURE

7.1 Facility Activation

7.1.1 Upon notification of an Alert or higher emergency or at the discretion of the Shift Manager during an NUE, assigned ERO team members report to and establish TSC operations as follows:

1. Insert ACAD badge into TSC card reader for accountability.
2. Obtain the position name tag for the assigned position from the TSC or OSC Staffing Board.
3. Print name and ACAD badge number on the Staffing Board where the position badge was located.
4. Proceed to assigned work station and commence with position functions as directed by this procedure.

7.1.2 Personnel should log/record significant emergency response information.

7.1.3 The TSC may be activated when the following positions are present and the Site Emergency Manager determines the facility is ready to activate:

- o Site Emergency Manager
- o TSC Operations Coordinator
- o TSC Administrative Coordinator
- o TSC Radiological Coordinator
- o Maintenance Coordinator

7.1.4 WHEN TSC equipment problems or failures are identified, THEN these problems or failures should be reported to the TSC Administrative Coordinator.

7.1.5 WHEN TSC habitability is posted as degraded, THEN personnel in the TSC will not eat, drink, or chew.

7.1.6 IF the TSC personnel are required to relocate, THEN refer to ATTACHMENT B, OSC RELOCATION SUPPLIES/EQUIPMENT, for a list of supplies to be considered for transport to the relocation area.

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7.2 Facility Deactivation

- 7.2.1 The Site Emergency Manager should inform personnel in the TSC to deactivate.
- 7.2.2 Each TSC position holder should transmit logs and any other documentation generated during the emergency to the TSC Administrative Coordinator.
- 7.2.3 The TSC Administrative Coordinator should transmit all documentation collected to Emergency Planning.
- 7.2.4 Each TSC position holder should evaluate the condition of equipment and supplies.
- 7.2.5 Each TSC position holder should return equipment and supplies to pre-activation status.
- 7.2.6 Each TSC position holder should report any deficiencies in facility equipment or supplies to the TSC Administrative Coordinator.
- 7.2.7 The TSC Administrative Coordinator should notify Emergency Planning of any damaged or missing facility equipment.

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### 7.3 Site Emergency Manager

- 7.3.1 Obtain a turnover briefing from the Shift Manager. EPF 06-002-01, EMERGENCY MANAGERS TURNOVER SHEET, may be used as an aid for this turnover.
- 7.3.2 Ensure the following positions have been filled and are ready for TSC activation: [Commitment Step 3.2.3]
- o TSC Operations Coordinator
  - o TSC Administrative Coordinator
  - o TSC Radiological Coordinator
  - o Maintenance Coordinator

#### CAUTIONS

The following responsibilities are those of the Emergency Managers and may NOT be delegated. These responsibilities may be divided between the Site and Off-site Emergency Managers:

- o Emergency Classification
- o Protective action recommendations
- o Authorization for notification of off-site authorities
- o Authorization of Emergency Exposures on-site in excess of 10CFR20 Limits

- 7.3.3 Assume command-and-control of site emergency response activities from the Shift Manager.
1. IF the EOF is not activated, THEN assume the Notification and Protective Action Recommendations duties until the EOF is activated.
  2. Inform the staff in the TSC you have assumed command-and-control and that the TSC is declared activated.
  3. Direct the TSC Administrative Coordinator to make a plant announcement that the TSC is activated and the name of the Site Emergency Manager.
- 7.3.4 Conduct initial and periodic briefings for the TSC staff focusing upon the highest priority items and key parameters which are likely to lead to an escalated emergency classification. [Commitment Step 3.2.5]

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- 7.3.5 Assess plant conditions and evaluate the need to reclassify the emergency in accordance with EPP 06-005, EMERGENCY CLASSIFICATION.
1. Direct the Control Room to make appropriate plant announcements for changing classifications.
  2. Direct the Control Room to initiate callout as necessary for the declared emergency.
- 7.3.6 Coordinate with the TSC Radiological Coordinator on the need to authorize exposure limits in excess of 10CFR20 limits, with NRC concurrence if practical, and the need to recommend ingestion of potassium iodide (KI).
- 7.3.7 Evaluate and authorize radiation exposure levels for site personnel.
1. Approve exposures exceeding 2 REM (TEDE).
  2. Approve exposures in excess of 10 CFR 20 limits.
- 7.3.8 Ensure the Shift Manager is updated with status changes and decisions as they happen.
- 7.3.9 Coordinate shift relief for Control Room and TSC personnel with the EOF.
- 7.3.10 IF downgrading or terminating an emergency, THEN perform in accordance with EPP 06-008, RECOVERY OPERATIONS.

7.4 TSC Operations Coordinator

- 7.4.1 Ensure the normal power supply to the TSC is available. IF unavailable, THEN ensure the Diesel Generator is started in accordance with ATTACHMENT C, TSC DIESEL OPERATIONS.
- 7.4.2 Ensure the facility clock is synchronized with the Control Room clock.
- 7.4.3 Post the appropriate Emergency Classification sign.
- 7.4.4 Inform the Site Emergency Manager of readiness for TSC activation.
- 7.4.5 Coordinate overall emergency response activities with the Control Room staff.
- 7.4.6 Ensure HEPA Filtration and the Iodine Monitor are placed in service in accordance with ATTACHMENT A, HEPA FILTRATION AND IODINE MONITORING STARTUP, when an Alert or higher emergency has been declared.

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NOTE

**Emergency Response Data System (ERDS) must be activated within 60 minutes of the declaration of an Alert or higher emergency.**

- 7.4.7 Ensure the Emergency Response Data System (ERDS) has been activated.
  - 1. Instructions for initiating ERDS activation are contained in ATTACHMENT D, EMERGENCY RESPONSE DATA SYSTEM (ERDS) OPERATIONS.
- 7.4.8 Monitor plant conditions for changes which could affect the emergency classification and notify the Site Emergency Manager of the conditions.
- 7.4.9 Evaluate actual or potential radiological releases based on plant conditions. Discuss evaluation with the Site Emergency Manager and TSC Radiological Coordinator.
- 7.5 TSC Administrative Coordinator
  - 7.5.1 Ensure the Control Room is contacted for status of notifications.
  - 7.5.2 Notify the Site Emergency Manager of readiness for TSC activation.
  - 7.5.3 Ensure TSC accountability is being performed and maintained.
  - 7.5.4 Ensure the State and County are notified that the TSC is activated and that the Site Emergency Manager has assumed command-and-control of the emergency.
  - 7.5.5 Ensure Immediate and Follow-up Notifications are performed in accordance with EPP 06-007, EMERGENCY NOTIFICATIONS.
  - 7.5.6 Ensure initial TSC staffing is adequate. IF staffing is not adequate, THEN call out additional personnel.
    - o For off-hours activation use the ADS report OR the NRECs report to evaluate staffing.
  - 7.5.7 Make arrangements for shift relief and meals.
  - 7.5.8 Ensure the TSC Administrative Assistants are briefed on Site Emergency Manager's updates and emergency status.

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7.5.9 Ensure the Security Shift Lieutenant is briefed on plant and radiological conditions that may impact Security operations.

7.5.10 IF a Site Area or General Emergency has been declared, THEN determine from the Security Shift Lieutenant the status of an Exclusion Area Boundary evacuation.

7.6 TSC Radiological Coordinator

7.6.1 Obtain current radiological status and Protective Action Recommendations made.

7.6.2 Ensure the TSC Facility Technician and one other person to make a team are available. [Commitment Step 3.2.3]

7.6.3 Ensure facility habitability has been established and post the appropriate habitability sign.

7.6.4 Notify the Site Emergency Manager of readiness for facility activation.

7.6.5 Ensure dosimetry devices are placed in the facility or issued to personnel as appropriate in accordance with EPP 06-013, EXPOSURE CONTROL AND PERSONNEL PROTECTION.

7.6.6 Ensure the Site Emergency Manager is briefed on radiological status for the development of Protective Action Recommendations.

7.6.7 Initiate surveys in accordance with EPP 06-011, EMERGENCY TEAM FORMATION AND CONTROL.

7.6.8 IF access is denied through the main entrance of the TSC, THEN advise the TSC Administrative Assistant to ensure the airlock door is closed and to move to the rear entrance of the TSC to maintain accountability.

7.6.9 Provide the Site Emergency Manager with an evaluation of the conditions potentially requiring personnel exposure in excess of 10 CFR 20 limits.

o IF time permits, THEN initiate EPF 06-013-01, EMERGENCY EXPOSURE AUTHORIZATION.

7.6.10 For actual or projected doses perform the following:

1. IF an actual or projected dose in the facility is 5 REM TEDE, THEN inform the Site Emergency Manager of the need to evacuate the facility. [Commitment Step 3.2.2]

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2. IF projected thyroid dose is greater than or equal to 25 REM, THEN recommend the ingestion of KI in accordance with EPP 06-013, EXPOSURE CONTROL AND PERSONNEL PROTECTION.

7.6.11 Ensure Emergency Response Teams are informed of changing plant conditions, emergency classifications and protective action recommendations which may affect the team's ability to complete assigned activities.

7.6.12 Complete the following information on EPF 06-011-01, PLANT TEAM BRIEFING CHECKLIST, and transfer the form to the TSC Team Director.

- o Plant Status
- o Radiological Conditions

7.6.13 IF off-site medical assistance is needed, THEN ensure Health Physics support requirements are met.

7.6.14 Assist in personnel evacuation by performing the following:

1. Dispatch an HP Technician to the Security Building to establish radiological control and conduct personnel monitoring, if required.
2. Inform Security Shift Lieutenant of appropriate radiological plant data and direction of the plume for dissemination to evacuating personnel.

## 7.7 TSC Facility Technician

7.7.1 Establish and maintain facility habitability.

1. IF readings greater than 100 cpm above background on the general area frisker or greater than background on the General Atomics iodine monitor are noted, THEN an air sample will be taken in accordance with RPP 02-210, RADIATION SURVEY METHODS.
2. IF the General Atomics iodine monitor at the TSC is inoperable during HEPA filter operation, THEN initiate portable iodine sampling at least hourly in accordance with RPP 02-210, RADIATION SURVEY METHODS.
3. Ensure all AIR LOCK DOORS are closed. [Commitment Step 3.2.2]

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4. Position a frisker in the facility for habitability monitoring. IF the frisker alarms, THEN take an air sample of the TSC.
    - o Lead bricks are available for shielding.
  5. Record the Iodine Monitor cpm reading in the Facility Technician log.
  6. Record the Area Radiation Monitor mR/hr reading in the Facility Technician log.
    - o IF the area radiation monitor exceeds 20 mR/hr, THEN notify the TSC Radiological Coordinator.
  7. IF a release is in progress OR as directed, THEN place a frisker at the facility entrance for personnel monitoring.
- 7.7.2 Inform the TSC Radiological Coordinator of all facility habitability surveys.
  - 7.7.3 Check the Ventilation Iodine Monitor hourly for proper operation.
    - o IF inoperable, THEN initiate portable iodine sampling at least hourly.
  - 7.7.4 Identify and label inoperable equipment.
  - 7.7.5 Ensure 10 sets of 0-500 mR and 0-5 R dosimeters are functional and ready for use.
  - 7.7.6 Determine dose margin and respirator qualifications of personnel assigned to Emergency Response Teams.
  - 7.7.7 Ensure the logging in and analysis of all incoming radiological samples.
  - 7.7.8 Review and document dosimetry results of emergency response activities in accordance with EPP 06-013, EXPOSURE CONTROL AND PERSONNEL PROTECTION.
  - 7.7.9 Discuss the decontamination of on-site personnel with the TSC Radiological Coordinator.
    1. Perform decontamination in accordance with RPP 02-310, PERSONNEL DECONTAMINATION.

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7.8 Maintenance Coordinator

- 7.8.1 Verify personnel are present and ready to perform Emergency Response Team tasks. [Commitment Step 3.2.3]
- 7.8.2 Provide the Site Emergency Manager with an assessment of pre-emergency maintenance activities.
- 7.8.3 Coordinate with the Site Emergency Manager to determine what information to list on the Priority Board and maintain the board up-to-date. [Commitment Step 3.2.4]
- 7.8.4 Obtain the status of and evaluate teams dispatched by the Control Room from the TSC Operations Recorder.
- 7.8.5 Direct the Maintenance Planners to develop a repair plan for equipment repair.
- 7.8.6 Determine the scope of Emergency Response Team activities to be performed.
- 7.8.7 Initiate EPF 06-011-01, PLANT TEAM BRIEFING CHECKLIST, and coordinate with Maintenance Assistant on field team assignment.
- 7.8.8 Advise the Site Emergency Manager of Emergency Response Team status.

7.9 Engineering Coordinator

- 7.9.1 Coordinate and direct the efforts of the Engineering Team to technically assess plant status and the severity of the emergency conditions.
- 7.9.2 Direct accident assessment and mitigation activities to be performed in accordance with EPP 06-016, ACCIDENT ASSESSMENT AND MITIGATION.
- 7.9.3 Advise the TSC Operations Coordinator on technical matters relating to fuel integrity, plant systems, equipment, and instrumentation.
- 7.9.4 Support maintenance items assigned to Emergency Response Teams.

7.10 TSC Operations Recorder

- 7.10.1 Ensure NPIS is operable by verifying time and date in the upper right-hand corner are updating.

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NOTES

- o The Operations Status Board has a goal of being updated at 15 minute intervals.

7.10.2 Maintain the Operations Status Board current by using NPIS Turn-On-Codes SB1 and SB2 OR with data obtained from the Operations Communicator on EPF 06-002-02, OPERATIONS STATUS.

1. Maintain a hard-copy of the NPIS printouts or completed EPF 06-002-02, OPERATIONS STATUS.

7.10.3 Monitor plant status for adverse trends and inform the TSC Operations Coordinator of changes in plant status which could affect the emergency classification.

7.10.4 Track procedure progress, list the procedure being performed by the Control Room.

7.10.5 WHEN transitions are made to the next procedure, THEN notify the TSC Operations Coordinator.

7.10.6 Communicate information, concerning emergency teams dispatched from the Control Room, directly to the TSC Maintenance Coordinator.

7.11 TSC Administrative Assistant

7.11.1 Ensure the operability of phones and radios to be used for County and State notifications. Conduct an initial radio check with Coffey County and the State of Kansas.

7.11.2 Ensure the verification phone is plugged in and operable.

7.11.3 Maintain TSC accountability by performing the following:

1. Maintain EPF 06-010-01, ACCOUNTABILITY LOG, OR ensure personnel entering or leaving the TSC use the card reader for tracking all persons not assigned to an Emergency Response Team.
2. Ensure personnel entering and exiting the TSC close the airlock door. [Commitment Step 3.2.2]
3. WHEN informed that access is being denied to the main entrance of the TSC, THEN ensure the airlock door is closed and relocate to the designated entrance to maintain accountability.

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- 7.11.4 Provide assistance to the Site Emergency Manager by performing the following:
1. Maintain a log book
  2. Maintain the TSC Sequence of Events and Protective Action Recommendation Board
  3. Answer the phone as needed
  4. Complete EPF 06-002-03, SEQUENCE OF EVENTS
- 7.11.5 Provide faxing and copying support by performing the following:
1. Provide copies of EPF 06-007-01, WOLF CREEK GENERATING STATION EMERGENCY NOTIFICATION, to the TSC ENS Communicator and Onsite Public Information Coordinator.
  2. Provide copies of Radiological and Operations Status Boards information to the Onsite Public Information Coordinator.
  3. Ensure copies of all EPF 06-007-01, WOLF CREEK GENERATING STATION EMERGENCY NOTIFICATION, and EPF 06-002-03, SEQUENCE OF EVENTS, are provided to the EOF.
- 7.11.6 Provide Off-site communications by performing the following:
1. Contact the Control Room Off-site Communicator to verify the status of notifications.
  2. Verify that all information has been completed on Notification forms prior to transmitting.
  3. Perform Emergency Notifications in accordance with EPP 06-007, EMERGENCY NOTIFICATIONS.
  4. Conduct calls for off-site support as directed by the TSC Administrative Coordinator.
    - a. Unless the call for off-site support is to obtain assistance for a life threatening situation, do not interrupt the Immediate Notifications. Such calls shall be made coincidentally with Immediate Notifications.
    - b. Calls for immediate off-site support take precedence over Follow-up Notifications.

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7.12 TSC Team Director

- 7.12.1 Assume control of all teams dispatched from the Control Room except on-shift Nuclear Station Operators.
  - 1. On-shift Nuclear Station Operators remain under Control Room control and are not assigned a team identifier.
- 7.12.2 Assign each Emergency Response Team with a team identifier.
- 7.12.3 Inform the TSC Team Communicator of the formation of Emergency Response Teams.
- 7.12.4 Evaluate the need for Health Physics support for all dispatched teams.
  - 1. Health Physics Technicians will provide the necessary radiological guidance for the task which the team will perform.
  - 2. Health Physics Technicians should provide status updates to the Radiological Coordinator during the time the team is in the field.
- 7.12.5 Coordinate with the Maintenance Assistant to complete a brief for Emergency Response Teams.
  - 1. Consider areas to evacuate to, stay times, and possible hazards the team may encounter while performing their task.
- 7.12.6 Collect all RPP forms associated with decontamination activities.

7.13 TSC Team Communicators

- 7.13.1 Ensure that the radio is turned on and selected to the correct channel.
- 7.13.2 Establish and maintain communications with site Emergency Response Teams.
- 7.13.3 Verify team identification and membership when Emergency Response Teams establish radio communications.
- 7.13.4 Inform the teams of changes to plant status and emergency classifications.
- 7.13.5 Ensure all pertinent directions to the teams from the TSC Team Director are logged.

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7.14 TSC Emergency Notification System (ENS) Communicator

- 7.14.1 Inform the TSC Operations Coordinator that ENS communications are ready to be established.
- 7.14.2 Establish and maintain continuous communications with the NRC via the ENS Emergency Telecommunications System (ETS) telephone. IF the NRC determines that continuous communications or contact with all facilities is not necessary, THEN communications may be terminated as directed by the NRC.
1. Use of the ENS phone is in accordance with EPP 06-007, EMERGENCY NOTIFICATIONS.
- 7.14.3 Provide the following information to the NRC:
- o Any further degradation in the level of safety of the plant or other worsening plant conditions
  - o The results of ensuing evaluations or assessments of plant conditions
  - o The effectiveness of response or protective measures taken
  - o Any information related to plant behavior that is not understood

7.15 Engineering Team

- 7.15.1 The Engineering Team should monitor NPIS primary plant display for adverse trends.
- 7.15.2 The Engineering Team should assist with troubleshooting and restoration of equipment.
- 7.15.3 The Engineering Team should monitor on-site and off-site electric distribution and sources.
- 7.15.4 The Engineering Team should assess plant status and the severity of the emergency conditions in accordance with EPP 06-016, ACCIDENT ASSESSMENT AND MITIGATION.
- 7.15.5 Nuclear Engineer should assess the degree of fuel damage in accordance with EPP 06-017, CORE DAMAGE ASSESSMENT METHODOLOGY.

7.16 Emergency Response Team

- 7.16.1 Sign your name and position on the Task Board.
- 7.16.2 Obtain Protective clothing and stage in bag for readiness.

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- 7.16.3 Obtain most recent dose update and respirator qualifications.
- 7.16.4 Perform operability checks on equipment and instruments before leaving the TSC.
- 7.16.5 WHEN Chemistry Technicians perform chemical sampling, THEN provide analysis results to the TSC Radiological Coordinator.
- 7.16.6 Immediately report major anomalies encountered in the plant to the TSC Team Communicator.
- 7.16.7 Upon return to the TSC, report any anomalies to the TSC Team Director.
- 7.16.8 Track Emergency Response Team exposure in accordance with EPP 06-013, EXPOSURE CONTROL AND PERSONNEL PROTECTION.
- 7.16.9 Team formation and control is in accordance with EPP 06-011, EMERGENCY RESPONSE TEAM FORMATION AND CONTROL.

7.17 Maintenance Assistant

- 7.17.1 Assign personnel to Emergency Response Teams for equipment repair, surveys, or search and rescue.
- 7.17.2 Coordinate with the TSC Team Director and brief Emergency Response Teams on team objectives.
  - 1. Complete EPF 06-011-01, PLANT TEAM BRIEFING CHECKLIST.
- 7.17.3 IF the team has a search and rescue mission, THEN include the following information in the briefing:
  - o Number and last known location(s) of missing individual(s)
  - o Possible physical condition of missing individual(s)
- 7.17.4 Brief the Maintenance Coordinator on the status of Emergency Response Teams.
- 7.17.5 Consider the necessity of conducting additional briefings of teams dispatched to additional locations once the team has left the TSC.
- 7.17.6 Debrief Emergency Response Teams in accordance with EPP 06-011, EMERGENCY TEAM FORMATION AND CONTROL.

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7.18 Maintenance Planner

- 7.18.1 Assist in the briefing of Emergency Response Teams and provide maintenance support as appropriate to the Maintenance Coordinator.
- 7.18.2 Develop repair plans for equipment repairs as directed.

7.19 Warehouse Support

- 7.19.1 Locate and secure parts and equipment from the warehouse as directed.

7.20 Security Coordinator

- 7.20.1 Ensure the safety of Security personnel is maintained by coordinating Security activities with activities of the TSC.
- 7.20.2 Provide coordination of activities including, but not limited to the following:
  - o Emergency vehicle arrival
  - o Search and rescue outside the PAB
  - o Access to vital areas
  - o EMT support
  - o Activities concerning Security

8.0 INITIAL ACTIONS

- 8.1 None

9.0 SUBSEQUENT ACTIONS

- 9.1 None

10.0 RECORDS

- 10.1 Records generated by this procedure during an actual emergency are considered lifetime QA records and shall be forwarded to Emergency Planning at the termination of the emergency.
- 10.2 Records generated by this procedure during drills or exercises are considered non-QA records and shall be forwarded to Emergency Planning at the termination of the drill or exercise.

11.0 FORMS

- 11.1 EPF 06-002-01, EMERGENCY MANAGER TURNOVER SHEET

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11.2 EPF 06-002-02, OPERATIONS STATUS

11.3 EPF 06-002-03, SEQUENCE OF EVENTS

- END -

ATTACHMENT A  
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HEPA FILTRATION AND IODINE MONITORING OPERATIONS

NOTES

- o The HEPA filtration startup panels are located in the northwest corner of the TSC Equipment Room.
- o The air handling heater switch is located on top of the HEPA unit directly in front of the Iodine Monitoring Control Panel.

**A.1 HEPA FILTRATION STARTUP INSTRUCTIONS**

- A.1.1 On Panel PB-1, Toggle the FILTER/NORMAL switch to FILTER.
1. Verify dampers D-1 and D-2 closed status lights indicate CLOSED.
  2. Verify damper D-3 open status light indicates OPEN.
  3. IF dampers D-1 and D-2 fail to close or D-3 fails to open, THEN use manual damper controls located in the ductwork to position the dampers. Damper D-1 is located in Janitor Supply Room. Dampers D-2 and D-3 are located in the TSC Equipment Room in the overhead above the Iodine Monitor.
- A.1.2 On Disconnect Box next to Panel PB-1, turn HEPA filtration FAN SWITCH to HAND position to start fan.
- A.1.3 Turn air handling heater to ON.

**A.2 IODINE MONITORING STARTUP INSTRUCTIONS**

- A.2.1 Ensure "PWR ON" indicator is lit.
- A.2.2 Close Purge valve.
- A.2.3 Verify inlet valve is throttled open.
- A.2.4 Press and hold START button.
1. Verify green "ON" light comes on.
  2. IF vacuum is not between 3" and 10" Hg on the vacuum gauge, THEN adjust the inlet valve to obtain between 3" to 10" Hg on the vacuum gauge.

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HEPA FILTRATION AND IODINE MONITORING OPERATIONS

3. WHEN vacuum is between 3" to 10" Hg on the gauge, THEN release the "START" button.

A.2.5 Verify LIMIT light is extinguished.

A.2.6 Verify air flow is between 1.8 and 2.2 cfm.

**A.3 HEPA FILTRATION SHUTDOWN INSTRUCTIONS**

A.3.1 Turn air handling heater to OFF.

A.3.2 On Disconnect Box next to Panel PB-1, turn HEPA filtration FAN SWITCH to OFF position to secure fan.

A.3.3 On Panel PB-1, Toggle the FILTER/NORMAL switch to NORMAL.

1. Verify dampers D-1 and D-2 status lights indicate OPEN.
2. Verify damper D-3 status light indicates CLOSED.
3. IF damper D-1 fails to open, THEN ensure exhaust fan EXF-1 located in Janitor Supply Room is running.
4. IF damper D-2 fails to open or damper D-3 fails to close, THEN use manual damper controls located in the ductwork to position the dampers. Dampers D-2 and D-3 are located in the TSC Equipment Room in the overhead above the Iodine Monitor.

**A.4 IODINE MONITORING SHUTDOWN INSTRUCTIONS**

A.4.1 Secure the monitor by pushing and releasing the STOP button.

- END -

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ATTACHMENT B  
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OSC RELOCATION SUPPLIES AND EQUIPMENT

- B.1 Air Samplers, Friskers, and Survey Meters for Portable Survey Instruments
- B.2 TLDs, SRD (PICs), Issue Logs, and Dosimeter Chargers for Personnel Dosimetry
- B.3 Emergency Procedures/Forms
- B.4 Protective Clothing and Tape
- B.5 Decontamination Kit
- B.6 First Aid and Medical Response Kits
- B.7 Communication Equipment
- B.8 Step Off Pads, Radiation Signal Ropes and Signs for Radiation Control Area Supplies
- B.9 SCBA and Full Face (spare cartridges) Respiratory Protection
- B.10 Zeolite Cartridges, Smears, and A/S Filters for Health Physics Survey Supplies
- B.11 KI Tablets
- B.12 Office Supplies, Flashlights, and Batteries

- END -

ATTACHMENT C  
(Page 1 of 3)  
TSC DIESEL OPERATIONS

C.1 IF the normal power supply to the TSC is not available, THEN ensure the TSC diesel generator is started as follows:

C.1.1 Ensure EMERG GENERATOR INTAKE DAMPER D6 is OPEN OR that the damper actuator arm is loosened allow the damper to fall open.

NOTE

To prevent permanent cranking motor damage, do not crank the diesel for more than thirty seconds continuously. If the diesel does not start within the first thirty seconds, wait one to two minutes before re-cranking.

C.1.2 At the Diesel Control Panel, start the diesel generator by placing the MANUAL START toggle switch to the PERMISSIVE START position.

1. Verify the following parameters:

- o Oil Pressure 50 psig to 70 psig
- o Voltage 450 to 500 volts (all phases)
- o Speed 1790 to 1810 rpm

C.1.3 At the Main Distribution Panel, place breakers for circuits 1 through 14 OFF.

C.1.4 At the MANUAL TRANSFER SWITCH, place the MAIN breaker to OFF.

C.1.5 At the MANUAL TRANSFER SWITCH, place the D/GEN breaker to ON.

ATTACHMENT C  
(Page 2 of 3)  
TSC DIESEL OPERATIONS

NOTES

- o Allow several seconds for generator load to stabilize before placing the next breaker to the ON position.
- o Machine voltage may be adjusted as necessary by use of rheostat adjacent to the diesel generator field breaker located on the D/G.
- o Diesel generator coolant temperature should be greater than or equal to 120 F prior to loading the diesel generator.

C.1.6 At the Main Distribution Panel, place breakers 1 through 14 to ON.

C.1.7 WHEN the diesel is operating under load, THEN the following parameters should be maintained.

- o Oil Pressure 50 psig to 70 psig
- o Voltage 450 to 500 volts (all phases)
- o Speed 1790 to 1810 rpm

C.2 IF the TSC Diesel Generator is no longer needed, THEN shutdown the diesel generator as follows:

C.2.1 At the Main Distribution Panel, place breakers for circuits 1 through 14 OFF.

C.2.2 At the MANUAL TRANSFER SWITCH, place the D/GEN breaker to OFF.

C.2.3 At the MANUAL TRANSFER SWITCH, place the MAIN breaker to ON.

C.2.4 At the Main Distribution Panel, place breakers for circuits 1 through 14 to ON.

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TSC DIESEL OPERATIONS

NOTE

The Diesel should be allowed to run unloaded for 3 to 5 minutes to cool down.

- C.2.5 At the Diesel Control Panel, stop the diesel by placing the MANUAL START toggle switch to OFF.
- C.2.6 Ensure the EMERG. GENERATOR INTAKE DAMPER D6 is closed.
- C.2.7 Notify the Control Room to perform STN KAT-001, TECHNICAL SUPPORT CENTER DIESEL GENERATOR OPERATION, to ensure the diesel is ready for operation.

- END -

ATTACHMENT D  
(Page 1 of 1)  
EMERGENCY RESPONSE DATA SYSTEM (ERDS) OPERATIONS

**D.1 ERDS Activation**

D.1.1 In the TSC computer room, perform one of the following using the NPIS Computer:

o Select the E-Plan Menu, then touch the ERDS block on the screen

OR

o Type the Turn-On code "ERDS" and press the "Return/Enter" key

D.1.2 Follow the prompts until the ERDS is activated.

D.1.3 Notify the TSC Operations Coordinator that ERDS is activated.

**D.2 ERDS Deactivation**

D.2.1 IF directed by the NRC to deactivate ERDS, THEN press "F3" key and follow the prompts.

- END -

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ATTACHMENT E  
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POSITIONS REQUIRED FOR AUGMENTATION

**E.1 Augmentation**

- E.1.1 The following 25 positions are required to be filled within 60 minutes of the determination that augmentation is needed:
- 1 Radiological Coordinator
  - 1 Chemistry Technician
  - 1 Nuclear Engineer
  - 1 Electrical Engineer
  - 1 Mechanical Engineer
  - 1 I&C Technician
  - 2 Mechanical Maintenance
  - 2 Electrical Maintenance
  - 3 Communicators (Any combination from Administrative Assistant, ENS, or HPN positions to make three)
  - 4 Off-site Health Physics Technicians
  - 8 On-site Health Physics Technicians
- E.1.2 The following 5 positions are required to be filled within 90 minutes of the determination that augmentation is needed:
- 1 Off-site Emergency Manager
  - 1 Operations Coordinator
  - 1 Radiological Coordinator
  - 1 Administrative Coordinator
  - 1 Facility Technician

- END -

FIGURE 1  
TSC ORGANIZATION

