



**Nuclear Management Company, LLC**  
Prairie Island Nuclear Generating Plant  
1717 Wakonade Dr. East • Welch MN 55089

May 24, 2001

US Nuclear Regulatory Commission  
Attn: Document Control Desk  
Washington, DC 20555

PRAIRIE ISLAND NUCLEAR GENERATING PLANT  
Docket Nos. 50-282 License Nos. DPR-42  
Docket Nos. 50-306 License Nos. DPR-60

Prairie Island EOF Emergency Plan  
Implementing Procedures - F8

EOF Emergency Response Plan Implementing Procedures

Furnished with this letter are the Prairie Island Nuclear Generating Plant EOF Emergency Plan Implementing Procedures F8. This revision includes the following procedures:

INDEXES: EOF Emergency Plant Implementing Procedures TOC

REVISIONS:

F8-1 Emergency Operations Facility Organization

Rev 6

INSTRUCTIONS:

Please post changes in your copy of the Prairie Island Nuclear Generating Plant EOF Emergency Implementing Procedures. Procedures which have been superseded or deleted should be destroyed. Please sign and return the acknowledgment of this update to Bruce Loesch, Prairie Island Nuclear Generating Plant, 1717 Wakonade Drive East, Welch, MN 55089.

If you have any questions, please contact Mel Agen at 651-388-1121 Extension 4240.

Joel P. Sorensen  
Site Vice President  
Prairie Island Nuclear Generating Plant

A045

- c: USNRC – James Foster, Region III (2 copies)
- NRC Resident Inspector (w/o attachment)
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- M Agen (w/o attachment)
- Records Management (Doc Control Copy) (w/o attachment)
- NL File (w/o attachment)

Mfst Num: 2001 - 0354  
FROM : Bruce Loesch/Mary Gadiant  
TO : UNDERWOOD, BETTY J

Date : 05/23/01  
Loc : Prairie Island

Copy Num: 213

Holder : JAMES FOSTER (US NRC)

SUBJECT : Revisions to CONTROLLED DOCUMENTS

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Procedure #	Rev	Title
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Revisions:

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F8-1	6	EMERGENCY OPERATIONS FACILITY ORGANIZATION
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UPDATING INSTRUCTIONS

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Place this material in your Prairie Island Controlled Manual or File. Remove revised or cancelled material and recycle it. Sign and date this letter in the space provided below within ten working days and return to Bruce Loesch or Mary Gadiant, Prairie Island Nuclear Plant, 1717 Wakonade Drive E., Welch, MN 55089.

Contact Bruce Loesch (ext 4664) or Mary Gadiant (ext 4478) if you have any questions.

Received the material stated above and complied with the updating instructions

\_\_\_\_\_ Date \_\_\_\_\_

PRAIRIE ISLAND NUCLEAR GENERATING PLANT	Title: EOF Emerg Plan Implementing Procedures TOC  Effective Date : 05/23/01
Approved By: <u>Joyce Chitty /BZ</u> BPS Supt	

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<b>REFERENCE USE</b>
<ul style="list-style-type: none"><li>• <i>Procedure segments may be performed from memory.</i></li><li>• <i>Use the procedure to verify segments are complete.</i></li><li>• <i>Mark off steps within segment before continuing.</i></li><li>• <i>Procedure should be available at the work location.</i></li></ul>

O.C. REVIEW DATE: <b>3-20-01 SC</b>	OWNER: <b>M. Werner</b>	EFFECTIVE DATE <b>5-23-01</b>
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## 1.0 PURPOSE

The purpose of this procedure is to:

- 1.1 Describe the Emergency Operations Facility (EOF) Emergency Response Organization (ERO).
- 1.2 Describe general responsibilities for key emergency organization positions.

The EOF ERO is illustrated in Figure 1. Key EOF positions are listed in the Emergency Preparedness Phone Directory with names of those individuals qualified to staff those positions. F8-2, Responsibilities During an Alert, Site Area or General Emergency in the EOF, describes detailed responsibilities and actions of the key EOF ERO positions.

## 2.0 APPLICABILITY

This procedure applies to all persons reporting to and operating in the EOF whenever the Emergency Response Organization (ERO) is activated. The ERO will be activated at an Alert, Site Area Emergency or General Emergency. The ERO may be activated at a Notification of Unusual Event (NUE), if necessary.

## 3.0 PRECAUTIONS

- 3.1 Prairie Island site staff **SHOULD NOT** make any information releases to members of the news media or the public. All inquiries by the news media should be directed to ERO Communications Personnel at the Joint Public Information Center (JPIC) located at the Minnesota EOC in St. Paul. Any persistent news media inquiries should immediately be reported to the Emergency Manager.
- 3.2 In the event that an individual is assigned to more than one ERO position, the positions that are required to implement immediate actions at the EOF should take precedence over all other positions.
- 3.3 All Prairie Island emergency response personnel should carry their company Picture ID for access through potentially established road blocks and access to the EOF.

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## 4.0 RESPONSIBILITIES

### 4.1 Emergency Manager (EM)

- 4.1.1** The Emergency Manager position **SHALL** be staffed by a person named on the Emergency Manager call list. In the rare case that none of the primary Emergency Manager designees are present, an extra Emergency Director may temporarily staff this position. A call list of designated EMs are maintained in the Nuclear Emergency Preparedness Telephone Directory.
- 4.1.2** The general responsibilities of the Emergency Manager are:
- A. Determine the extent of the offsite response;
  - B. Authorize reclassifications including event termination or recovery (classification escalations are formulated by TSC);
  - C. Authorize offsite Protective Action Recommendations (PARs are formulated by the RPSS);
  - D. Supervise the operation of the EOF;
  - E. Direct personnel to provide the necessary offsite support for the plant as requested by the Emergency Director;
  - F. Provide technical support as necessary;
  - G. Provide direction to personnel performing offsite radiation surveys and dose estimates as to the desired types of samples and sample location;
  - H. Direct assessment and implementation of a modified Radiological Environmental Monitoring Program as needed;
  - I. Direct personnel to provide the necessary logistics support for the plant and EOF operation;
  - J. Provide information to the utility management, as necessary, to assist in development of news releases;
  - K. Provide a direct interface with NRC representatives assigned to the EOF.
  - L. Provide information to utility management, as necessary, concerning Severe Accident Management Strategies.



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## 4.2 Emergency Operations Facility Coordinator (EOF Coordinator)

- 4.2.1** The EOF Coordinator should be staffed by qualified Prairie Island site personnel assigned to the Nuclear Generation Services or Prairie Island Training Center. This position is filled from a call list maintained in the Nuclear Emergency Preparedness Telephone Directory.
- 4.2.2** The general responsibilities of the EOF Coordinator are:
- A. Establish startup of the EOF ventilation system as necessary.
  - B. Coordinate activities of EOF and non-EOF personnel located in the EOF or who arrive at the EOF.
  - C. Assign personnel as necessary to the following positions and supervise their activities:
    - EOF Coordinator Assistant
    - Emergency Communicators
    - Administrative Staff
    - Security Coordinator
  - D. Maintain or designate individuals to maintain records throughout the emergency conditions.
  - E. Ensure communications are established between the necessary off-site emergency centers and the EOF.
  - F. If necessary, request assistance from ERO Communications Personnel.
  - G. Ensure EOF access control is established and maintained.
  - H. Provide periodic updates to the Emergency Manager concerning the operational status of the EOF.
    - I. Assist the Emergency Manager in screening in-coming phone calls to the EOF command table.
    - J. Implement the Fitness For Duty Program during off hours activation of the EOF.
    - K. Determine a 24 hour EOF shift rotation as necessary.

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### 4.3 Radiation Protection Support Supervisor (RPSS)

**4.3.1** The Radiation Protection Support Supervisor should be staffed by qualified Prairie Island site personnel assigned to the plant's Radiation Protection Group or Prairie Island Training Center. This position is filled from a call list maintained in the Nuclear Emergency Preparedness Telephone Directory.

**4.3.2** The general responsibilities of the Radiation Protection Support Supervisor are:

- A. Assign personnel as necessary to the following positions and supervise their activities:
  - RPSS Assistant (State Liaison)
  - RPSS Assistant (Field Team & Dose Assessment)
  - Field Team Communicator
  - Radiation Protection Status Board Keeper
  
- B. Supervise the activities of the following personnel that have been assigned by the Radiological Emergency Coordinator:
  - MIDAS Operator
  - Countroom Radiation Protection Specialist
  - Field Survey Teams
  - Field Team Drivers for Monticello Field Survey Teams
  - Sample Couriers
  
- C. Supervise the activities of the following personnel that have been sent by the Monticello Nuclear Generating Plant.
  - Field survey Teams
  - EOF Radiation Protection Monitor
  
- D. Taking responsibility for the following offsite functions from the Radiological Emergency Coordinator:
  - Offsite dose assessment
  - Formulating offsite protective action recommendations
  - Offsite radiation surveys
  - Providing offsite agency updates
  
- E. Establish and verify radiological monitoring for the EOF as necessary.

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- F. Provide periodic updates to the Emergency Manager concerning the offsite survey results, dose estimates, offsite and onsite protective actions and EOF habitability.
- G. Assume responsibility for the HPN communications when required and NRC radiological assessment interface.
- H. Provide radiological assistance in support of a plant site evacuation.
- I. Notify the REMP (Radiological Environmental Monitoring Program) Coordinator to provide the necessary assistance during a significant radiological release.

#### 4.4 Technical Support Supervisor (TSS)

**4.4.1** The Technical Support Supervisor should be staffed by qualified Prairie Island site personnel. This position is filled from a call list maintained in the Nuclear Emergency Preparedness Telephone Directory.

**4.4.2** The general responsibilities of the Technical Support Supervisor are:

- A. Assign personnel as necessary to the following positions and supervise their activities:
  - Engineering Support Team Leader
  - Classification Team Leader
  - Trending Team Leader
  - CR-TSC-EOF Communicator
  - Technical Corporate Communicator
  - ENS/ NRC Communicator
  - EOF Narrative Log Keeper
- B. Access plant data via the ERCS (Emergency Response Computer System) and established plant communication links.
- C. Provide accident assessment and technical analysis during the course of the emergency.
- D. Update the EOF staff and Emergency Manager of changes or potential changes in plant parameters and their potential results.

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<b>NOTE:</b>	<b>The TSC is the primary source of possible reclassifications; however, the Emergency Manager is responsible to authorize reclassifications.</b>
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- E. Evaluate plant conditions for possible emergency reclassifications.
- F. Provide periodic updates to the HQEC (Headquarters Emergency Center) and Executive Spokesperson's technical support personnel at the Minnesota State Emergency Operations Center (EOC).
- G. Assume responsibility for the ENS communications when required and NRC technical assessment interface.
- H. Coordinate the trending of Severe Accident Management strategies, as necessary.
- I. Assist the TSC in developing a short term and long term actions needed to return the plant to normal operational status.

#### 4.5 Recovery Manager

- 4.5.1 The Recovery Manager should be staffed by site management personnel. This position is filled from a call list maintained in the Nuclear Emergency Preparedness Telephone Directory.
- 4.5.2 The general responsibilities of the Recovery Manager are:
  - A. Assess with the Emergency Manager and Emergency Director the extent of damage, overall plant conditions, and when Recovery is likely to be initiated.
  - B. Help coordinate the establishment of long and short term goals to keep the plant environs in a safe condition.
  - C. Establish a recovery organization made up of appropriate plant support organizations similar to plant outage organizations.

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## 5.0 DISCUSSION

### 5.1 Initial Stages Of An Emergency

During the initial stages of an emergency condition, the Emergency Director has overall coordinating authority for NMC. The Emergency Director position is staffed initially by the operations Shift Manager and later relieved by the Plant Manager or another qualified member of plant management.

The Emergency Director has the authority and responsibility to immediately initiate any emergency actions including providing Protective Action Recommendations to offsite authorities responsible for implementing offsite emergency measures.

### 5.2 Activation of EOF And Monticello & Prairie Island Offsite Emergency Response Organizations

#### 5.2.1 EOF Organization

During an Alert, Site Area or General Emergency, the EOF organization **SHALL** be activated. The EOF organization may be activated at an NUE, if deemed necessary by plant management. It is expected that the EOF can be staffed and ready to assume its emergency responsibilities within about one (1) hour of notification. Following activation of the EOF and when the TSC is prepared to transfer emergency responsibilities, the Emergency Manager **SHALL** assume, from the Emergency Director, responsibility for overall management of all offsite support. The Emergency Director **SHALL** retain the responsibility for onsite operations.

Some of the offsite functions transferred from the Emergency Director to the Emergency Manager are:

- A. Authorization of emergency reclassifications (re-classifications are formulated by TSC).
- B. Authorization of offsite Protective Action Recommendations (PARs are formulated by RPSS).
- C. Direction of offsite communications.
- D. Direction of offsite dose assessment.
- E. Direction of offsite radiological survey teams.

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### 5.2.2 Monticello & Prairie Island Offsite Emergency Response Organization

The Mo & PI Offsite ERO is responsible for control of the NMC & Xcel Energy offsite resources.

Their responsibilities include:

- A. Provide managerial and other support to the Emergency Manager.
- B. Coordinate the efforts of public affairs during the emergency.
- C. Provide technical input for press releases.
- D. When appropriate, designate qualified individuals who will be dispatched to the Minnesota State EOC/JPIC as the NMC Executive Spokesperson and the Technical Resource Person. The Executive Spokesperson will give direction to other licensee personnel at the EOC/JPIC.
- E. Provide interface with Utility Executive Management.
- F. Serve as the INPO contact for providing updated communication.
- G. Work with the Emergency Director and Emergency Manager to ensure adequate NMC & Xcel Energy resources are made available for the emergency effort.

### 5.3 Recovery

When plant conditions stabilize and allow for transition to the Recovery phase, a Recovery Manager will be assigned. The Recovery Manager will establish an appropriate recovery or post-accident outage organization and manage the overall recovery plans as work is done to return the plant to a normal operational or shutdown status.

### 6.0 PREREQUISITES

An Alert, Site Area or General Emergency has been declared at Prairie Island Nuclear Generating Plant or the EOF organization has been activated.

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**7.0 PROCEDURE**

All EOF emergency response personnel **SHALL** report to the EOF and perform their emergency duties as described in F8-2, Responsibilities During an Alert, Site Area or General Emergency, and other emergency procedures, as necessary.

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**Figure 1 Prairie Island EOF Organization**

