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June 5, 2001

U.S. Nuclear Regulatory Commission
Attention: Document Control Desk
Washington, D.C. 20555

Subject: Grand Gulf Nuclear Station
Docket No. 50-416
License No. NPF-29
Changes to Emergency Plan Implementing Procedures – June 5, 2001

GNRO-2001/00047

Ladies & Gentlemen:

Entergy Operations, Inc. submits in accordance with 10CFR50 Appendix E, Section V changes to the following Emergency Plan Implementing Procedure:

10-S-01-29 Rev. 16

This letter does not contain any commitments.

Yours truly,

A handwritten signature in black ink, appearing to be "CAB" followed by a flourish.

CAB/MJL
attachment: 1. Procedure 10-S-01-29

cc: (See Next Page)

Hoeg	T. L.	(GGNS Senior Resident)	(w/a)
Levanway	D. E.	(Wise Carter)	(w/a)
Reynolds	N. S.		(w/a)
Smith	L. J.	(Wise Carter)	(w/a)
Thomas	H. L.		(w/o)

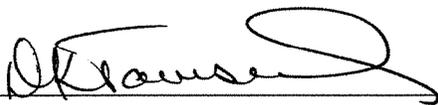
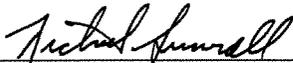
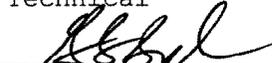
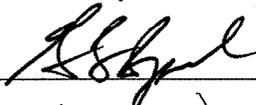
Mr. E. W. Merschoff (w/2) Regional Administrator U.S. Nuclear Regulatory Commission Region IV 611 Ryan Plaza Drive, Suite 400 Arlington, TX 76011	ALL LETTERS
Mr. S. P. Sekerak, NRR/DLPM/PD IV-1 (w/2) ATTN: ADDRESSEE ONLY U.S. Nuclear Regulatory Commission One White Flint North, Mail Stop O7-D1 11555 Rockville Pike Rockville, MD 20852-2378	ALL LETTERS

PLANT OPERATIONS MANUAL

Volume 10
Section 01

10-S-01-29
Revision: 16
Date: 5/25/01

EMERGENCY PLAN PROCEDURE
OPERATIONS SUPPORT CENTER (OSC) OPERATIONS
SAFETY RELATED

Prepared: 
Reviewed: 
Technical
Concurred: 
Manager, Operations
PSRC: 
Approved: 
Plant General Manager / 
Manager, Emergency Preparedness

List of Effective Pages:

Pages 1-14

Attachments I

List of TCNs Incorporated:

<u>Revision</u>	<u>TCN</u>
0-3	None
4	1
5	2
6	3
7	None
8	4
9	None
10	5
11	None
12	None
13	None
14	None
15	None
16	None

Title: Operations Support Center (OSC) Operations	No.: 10-S-01-29	Revision: 16	Safety Evaluation
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Facility:	GRAND GULF
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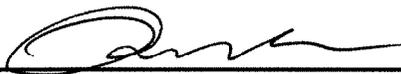
I. SIGNATURES

Preparer:		R. Sumrall	5/15/01
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Signature

Name (print)

Date

Reviewer:		R. Van Den Akker	5-15-01
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Signature

Name (print)

Date

II. OVERVIEW

Document Evaluated: (Include document number, revision, and title)

10-S-01-29 Revision 16, Operations Support Center (OSC) Operations

Brief Description of the Proposed Change:

Adds requirement for On-Shift Electrical maintenance personnel to call in additional Maintenance personnel if the required number of Maintenance personnel are not on site to support ERO staffing. Corrects OSC entrance instructions and layout for additions made to the Maintenance Shop.

III. 50.59 SCREENING

TECHNICAL SPECIFICATION SCREENING

Does the proposed Change represent a change to:

- Operating License Yes If yes, process a change per 10CFR50.90 and obtain NRC approval prior to implementing the Change. No
- Technical Specifications Yes If yes, process a change per 10CFR50.90 and obtain NRC approval prior to implementing the Change. No
- NRC Orders (ANO only) Yes If yes, process a change per 10CFR50.90 and obtain NRC approval prior to implementing the Change. No N/A

SAR SCREENING

Does the proposed Change represent a change to the facility or procedure which alters information, operation, function or ability to perform the function of a system, structure or component described in the SAR (site-specific documents)?

- TS Bases section Yes If yes, perform a 50.59 Evaluation. No
- UFSAR (including pending changes) Yes If yes, perform a 50.59 Evaluation. No

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- TRM Yes If yes, perform a 50.59 Evaluation.
 No
- Core Operating Limits Report Yes If yes, perform a 50.59 Evaluation.
 No
- Fire Hazards Analysis
(Included in RBS' USAR) Yes If yes, perform a 50.59 Evaluation.
 No
 N/A
- NRC SERs Yes If yes, perform a 50.59 Evaluation.
 No (See Section 5.1.19.)
- Does the proposed Change involve a test or
experiment not described in the SAR?** Yes If yes, perform a 50.59 Evaluation.
 No
- Does the proposed Change result in any
potential impact to equipment or facilities
utilized for Ventilated Storage Cask activities?**
(ANO only) Yes If yes, perform a 72.48 Review.
 No
 N/A

ADDITIONAL SCREENING

Does the proposed Change represent a change to:

- Quality Assurance Program Manual Yes If yes, notify the quality department and ensure a
 No 50.54 Evaluation is performed.
- Emergency Plan Yes If yes, notify the emergency planning
 No department and ensure a 50.54 Evaluation is
performed.

BASIS:

Performed key word search of online QAPM, UFSAR, and TechSpecs using the key words: Electrical, call-in, call in, call, staffing, OSC, and OSC entry.

Based on review of the hits returned by these keyword searches, these changes do not result in a change to the TechSpecs or an Unreviewed Safety Question.

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IV. ENVIRONMENTAL EVALUATION APPLICABILITY REVIEW

If any of the following questions is answered "YES", then an Environmental Evaluation must be performed.

Will the Change being evaluated:

- | YES | NO | |
|--------------------------|-------------------------------------|--|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Disturb land that is beyond that initially disturbed during construction (i.e., new construction of buildings, creation or removal of ponds, or other terrestrial impact)? |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Increase thermal discharges to the river, lake or atmosphere? |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Increase concentration or quantity of chemicals discharged to the atmosphere, ground water, or surface water? |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Increase quantity of chemicals to cooling lake or atmosphere through discharge canal or tower? |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Modify the design or operation of cooling tower that will change flow characteristics? |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Install any new transmission lines leading offsite? |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Change the design or operation of the intake or discharge structures? |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Discharges any chemicals new or different from that previously discharged? |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Potentially cause a spill or unevaluated discharge that may effect neighboring soils, surface water or ground water? |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Involve burying or placement of any solid wastes in the site area that may effect runoff, surface water or ground water? |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Involve incineration or disposal of any potentially hazardous materials on the site? |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Result in a change to non-radiological effluents or licensed reactor power level? |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Potentially change the type or increase the amount of non-radiological air emissions from the site? |
-

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Periodic Review Required: YES NO If Yes, list frequency: 2 Year

If No, refer to Attachment XIX of 01-S-02-3 for a list of procedure review methods and fill in the appropriate letter(s) below; if "Other," specify method.

10CFR50.59 Review Required: Yes - If Yes, attach 50.59 Review.
 No - Not required per section _____
 (enter Section 6.3.2(b) or 6.3.2(c) of this procedure.)

Method(s) of Review _____

Cross-discipline review required: YES NO Tech Reviewer's Initials RS

Reviewed by: OSC Coordinator Lead WHP ex
OSC Facility Process Owner ex for
OSC HP Coordinator Lead DL

Does this directive contain Tech Spec Triggers? YES NO

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REQUIREMENTS CROSS-REFERENCE LIST

Requirement Implemented by Directive		Directive Paragraph Number
Name	Paragraph Number	That Implements Requirement
GGNS Emer Plan	7.3.2.S5	6.2.1.a(2), NOTE
GGNS Emer Plan	7.5.3.b.S2	6.4.3.e
GGNS Emer Plan	7.3.2.S6	6.1.1
GGNS Emer Plan	7.3.2.S1,S4	6.2.1
GNRO 97/00113	97-15-02-ITEM 2	6.3.2.a(5)
GNRO 97/00113	97-15-01-ITEM 1	6.3.2.a(4)

* Covered by directive as a whole or by various paragraphs of the directive.

NOTE

The Component Data Base Change Request statement is applicable only to Volume 06 and 07 maintenance directives.

Component Data Base Change Request generated and the backup documentation available for setpoint and/or calibration data only Yes N/A CDBCR # _____

Current Revision Statement

Revision 16:

- Adds requirement for On-Shift Electrical maintenance personnel to call in additional Maintenance personnel if the required number of Maintenance personnel are not on site to support ERO staffing.
- Corrects OSC entrance instructions and layout for additions made to the Maintenance Shop.
- Grammatical changes.

GRAND GULF NUCLEAR STATION

EMERGENCY PLAN PROCEDURE

Title: Operations Support Center (OSC) Operations	No.: 10-S-01-29	Revision: 16	Emergency Plan Evaluation
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EVALUATION OF EMERGENCY PREPAREDNESS PROCEDURE

Procedure Number: 10-S-01-29

Procedure Name: Operations Support Center (OSC) Operations

Revision / TCN Number: Revision 16

Does the procedure Revision / TCN require an Emergency Plan change?

 Yes No**NOTE: IF YES, THIS PROCEDURE CANNOT BE ISSUED UNTIL THE EMERGENCY PLAN IS CHANGED / REVISED.**

Reason for "NO" response:

This procedure revision defines the notification process for craft personnel who staff the OSC and corrects the entry and exit points to the OSC. Neither of which are discussed in the Emergency Plan. Therefore, this revision does not change the GGNS Emergency Plan.

Prepared:

D. Clausen 5-22-01

Approved:

M. J. [Signature] 5-22-01
Manager, Emergency Preparedness

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1.0 PURPOSE AND DISCUSSION

1.1 Purpose

1.1.1 To provide guidelines for the Operations Support Center, including facility activation, personnel responsibilities, staffing and coordination of emergency response teams.

1.2 Discussion

1.2.1 This procedure should be used by the OSC and Health Physics Coordinators to coordinate and control general OSC emergency operations.

2.0 RESPONSIBILITIES

NOTE

Emergency Response personnel who leave their assigned location temporarily should inform their immediate superior of their location, destination, and estimated time of return.

2.1 Operations Support Center Coordinator - Reports directly to the Emergency Director and is responsible for:

2.1.1 Coordinating OSC activities with the Technical Support Center Coordinator during an emergency.

2.1.2 Dispatching emergency response teams as directed by the Emergency Director.

- a. Emergency Repair Team(s)
- b. First Aid Team(s)
- c. Search and Rescue Team(s)
- d. Mobilizing other required support personnel

NOTE

Ensure an individual is assigned to maintain Plant Status and OSC TEAM STATUS boards.

2.2 Health Physics Coordinator - Reports directly to the Radiation Protection Manager and is responsible for:

2.2.1 Dispatching Onsite Monitoring Teams.

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2.2.2 Coordinating the activities of the Health Physics Personnel.

2.2.3 Providing radiological support to the Operations Support Center Coordinator.

2.2.4 Ensuring that Decon and First Aid stations are established as necessary.

2.2.5 Ensuring that radiological monitoring is performed in manned areas of the Plant during site evacuation.

2.3 OSC Communicator

Reports to OSC Coordinator and provides communication with TSC, Control Room and EOF.

2.4 On-Shift Electrical Maintenance Personnel

Notifying additional maintenance personnel to support OSC operation and to meet the Emergency plan augmentation requirements for the OSC.

3.0 REFERENCES

- 3.1 Administrative Procedure 01-S-08-2, Exposure and Contamination Control
- 3.2 Emergency Plan Procedure 10-S-01-11, Evacuation of Onsite Personnel
- 3.3 Emergency Plan Procedure 10-S-01-23, Reentry
- 3.4 Emergency Preparedness Procedure 10-S-02-3, Emergency Preparedness Form Control

4.0 ATTACHMENTS

- 4.1 Attachment I - OSC Setup Instructions

NOTE

Checklists are performance aids; they are intended to assist and aid ERO personnel in performance of their tasks. Completion of checklists is not mandatory. The forms are stored in storage bins in the facility.

5.0 DEFINITIONS

- 5.1 Emergency Dosimetry - TLD and High and Accident Range Dosimeters, or TLD and Electronic Alarming Dosimeter (EAD)
- 5.2 OSC - Operations Support Center
- 5.3 EPP - Emergency Plan Procedures
- 5.4 HPC - Health Physics Coordinator

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- 5.5 RPM - Radiation Protection Manager
- 5.6 EOF - Emergency Operations Facility
- 5.7 TSC - Technical Support Center
- 5.8 EAD - Electronic Alarming Dosimeter
- 5.9 OSC Issue Room - A supply room located on the mezzanine in the Maintenance Shop which contains equipment for response teams and OSC operations

6.0 DETAILS

6.1 OSC ACTIVATION

6.1.1 The OSC is activated for Alert, Site Area Emergency, and General Emergency classifications. Once activated, the OSC shall become operational as soon as possible (without delay). When facility staffing can be accomplished with onsite personnel, it will become operational within 45 minutes. Otherwise, when personnel staffing the facility are offsite, the facility shall be fully operational in 90 minutes.

6.1.2 The Emergency Director designates a person to be the OSC Lead until OSC Coordinator is available.

6.2 OSC SETUP AND MANNING

6.2.1 Emergency Response Personnel from Operations, Maintenance, Radiation Protection, Engineering, Chemistry and other support groups assemble to form OSC management and response teams.

- a. OSC Coordinator - Designates one or more persons to man radio consoles and telephones. Communications will be established with:

- (1) Technical Support Center (synchronize clocks)
- (2) Control Room

NOTE

A radio console located in the OSC provides communication capabilities with the Control Room, TSC and EOF.

- b. OSC HP Coordinator - Designates one or more persons to :

- (1) Set up OSC.
- (2) Set up Control Point, First Aid and Decon stations.

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6.2.1 (Cont.)

- (3) Response check all survey instruments.
 - (4) Inspect all respiratory equipment, as necessary.
 - (5) Perform periodic OSC habitability surveys.
 - (6) Conduct site boundary surveys (Radiological/Onsite Monitoring Team) as appropriate.
 - (7) Establish communications with the TSC
 - (8) Ensure EAD readers in OSC are operable
- c. OSC Communicator - Establish communications with Control Room and TSC
- d. On-Shift Electrical Maintenance Personnel- are responsible for:
- (1) Determining if the required number of Maintenance personnel (3-Electrical, 2-Mechanical, and 1- I&C) are in the OSC or on site.
 - (2) If the required number of maintenance personnel are not in the OSC or on site, call the needed personnel in and have them report to the OSC as soon as possible to support OSC Operations.

NOTE

The Emergency Telephone Book (Section B) contains the names, discipline, and telephone numbers for Maintenance personnel.

6.2.2 Establish Appropriate Radiation Control Measures

- a. If the RPM has determined that radioactivity has extended beyond the CAA, the OSC HP Coordinator ensures that radiological controls are implemented for entry/exit from the OSC. OSC may be setup similar to diagram on Attachment I.

6.2.3 The OSC may be declared operational when manning is adequate to form required emergency response teams.

- a. The TSC must be notified when the OSC is declared operational.

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6.3 OSC OPERATION

6.3.1 OSC Coordinator Activities

- a. The OSC Coordinator must ensure that the following actions are performed as applicable, based on the nature of the emergency event:
- (1) Rotate Emergency Response Team personnel using available OSC staffing.
 - (2) Monitor OSC supplies such as protective clothing and SCBA air reserves and replenish as necessary.
 - (3) Develop shift schedule for extended OSC operations.
 - (4) Periodically provide plant status updates to OSC staff members.

6.3.2 OSC HP Coordinator activities

- a. The OSC HP Coordinator must ensure that the following actions are performed as applicable, based on the nature of the emergency event.
- (1) Periodic OSC habitability surveys.
 - (2) Review OSC access controls. If necessary, ensure OSC access controls are established as identified in Section 6.4.5
 - (3) Develop shift schedules for extended OSC manning (Health Physicists)
 - (4) Monitor OSC HP supplies and emergency respiratory equipment and obtain replacements as necessary.
 - (5) If site evacuation occurs, maintain radiological monitoring of manned areas.

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6.3.3 Habitability Surveys -

The Health Physics Coordinator:

- a. Directs the performance of radiation, contamination and airborne activity surveys.
- b. Reports the results of the OSC habitability surveys to the OSC Coordinator and the Radiation Protection Manager in the TSC.
- c. Announces the habitability results to the facility.

NOTE

If the OSC is determined uninhabitable, refer to Section 7.0 of this procedure.

6.3.4 Personnel Accountability and Control

The OSC Coordinator:

- a. Designates an individual to ensure that all available Emergency Response Personnel are listed on the OSC sign-in board and to update plant status information.
- b. Ensures that all OSC personnel use the accountability card reader (IF SITE EVACUATION IS INITIATED).
- c. Authorizes Health Physics personnel to man the in-plant staging area (HP Lab - 93' Control Building) until the Control Building is evacuated.

6.3.5 Dispatch and Control of an Offsite Monitoring Team from the OSC

- a. The OSC HP Coordinator dispatches an Offsite Monitoring Team (OMT) from the OSC upon request of the RPM (if the EOF is not operational) to track the plume and report offsite radiological data and other information. The monitoring is performed in accordance with 10-S-01-14.
 - (1) The HPC must designate OMT members and ensure that they are briefed and issued proper dosimetry prior to dispatch.
 - (2) The team obtains vehicle and Offsite Monitoring Kit as described in 10-S-01-28, Control of Designated Emergency Vehicles.

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6.3.5 (Cont.)

- b. The HPC should use the OSC OMT radio to direct the Offsite Monitoring team.

NOTE

When the EOF is operational, all Offsite Monitoring Teams presently in the field become the responsibility of the Plume Tracker (EOF).

- c. Radiological data received by the OSC from the team is reported to the RPM.

6.4 EMERGENCY RESPONSE TEAMS (OSC COORDINATOR)

6.4.1 Team Organization- Ensure the following teams are organized to support emergency actions. Specific guidelines for the organization, required equipment and control of each team is provided in the appropriate Emergency Plan Procedure.

- a. Radiological/Onsite Monitoring Team
- (1) This team is composed of personnel trained for radiological surveys.
- b. Search and Rescue Team/First Aid Team
- (1) This team is manned by at least one Health Physics qualified and one First Aid qualified individual.
- c. Repair Teams
- (1) This team is normally made up of maintenance and HP personnel (as appropriate) sufficient to perform the assigned tasks.

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6.4.2 Dispatch And Control Of Control Room Teams

- a. Upon initial Alert or higher emergency classification, one of the shift RP technicians reports to the Emergency Director (Shift Manager) in the Control Room to be available for in-plant surveys, job coverage, or radiological consultation. The other shift RP technicians are available to perform site area surveys (as required), begin OSC preparations, or other duties as directed by the Emergency Director (Shift Manager).
- b. Operations personnel on-shift remain under the direction of the Emergency Director (Shift Manager) and do not initially report to the OSC.
- c. The Shift Manager may immediately request an I&C Technician to report to the Control Room, prior to OSC being declared operational, by contacting the I&C Technician using any available means.
- d. After activation of the OSC, the OSC Coordinator determines if an I&C Technician has reported to the Control Room, and if required, designates an I&C Technician to report immediately to the Control Room.
- e. The RP Technician and I&C Technician notify the Shift Manager/Emergency Director and the OSC Coordinator (if OSC is manned) of their arrival at the Control Room.
- f. If not previously completed, the RP and I&C Technicians obtain appropriate emergency dosimetry and log into the Emergency Radiation Work Permit (RWP) after arrival at the Control Room (or drill RWP if appropriate).
- g. All personnel (including Operations, I&C, and RP) who leave the Control Room envelope are tracked as Control Room Team #1, #2, or similar.
- h. Prior to OSC being declared operational, command and control of the Control Room team(s) lies with the Emergency Director (Shift Manager) in the Control Room.

NOTE

Protective clothing is available in the Control Room and Technical Support Center emergency supply cabinets.

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6.4.2 (Cont.)

- i. The RP Technician that reports to the Control Room ensures radiological coverage is provided to Control Room teams either through radiological briefings or RP accompanying the team in the field.
- j. The Control Room RP Technician utilizes in plant radiation monitoring equipment to determine if radiological job coverage is required when a team is dispatched and to advise the Emergency Director (Shift Manager) as needed.
- k. Any required radiological briefings are performed by the Control Room RP Technician. Briefings may be performed at the most appropriate location and using the most appropriate communication means determined by the RP Technician. The location of the brief may include the Control Room, or while escorting personnel to and from the work area, and/or while at the work area.
- l. Following OSC and TSC being declared operational, a decision to turn over control of these personnel from the Shift Manager to the OSC should be made by the Emergency Director. Transfer of control should be at the most opportune time based on existing plant conditions and evolutions in progress.
- m. Once the Emergency Director has directed command and control of these personnel be turned over to the OSC, the Shift Manager no longer has command and control of these personnel.
- n. Following transfer of command and control of these personnel to the OSC, the personnel available for Control Room Team(s) normally remain within the confines of the Control Room Envelope for use by the OSC in the event that a rapid response into the plant is required. The OSC then provides for all necessary briefings, command and control, and track the utilization of these personnel.
- o. Once plant condition have stabilized and at the Emergency Directors discretion, the Control Room Team(s) personnel may be directed to physically report to the OSC.

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6.4.3 General Team Guidelines (all Emergency Response Teams)

- a. Response Team Predispatch Requirements (EPP Form 29-03) or similar form are completed by the team leader before leaving the OSC.
- b. Specific instructions for the organization and control of Radiological Monitoring, Search and Rescue and First Aid Teams are provided in Emergency Plan Procedures 10-S-01-14, 10-S-01-18, and 10-S-01-19.
- c. Each team must be assigned a team leader who is responsible for the direction of the team members and communications with the OSC.

CAUTION

The team leader ensures that adequate communications and radiation detection instrumentation is available for each team.

- d. Each team member is issued emergency dosimetry in accordance with EPP 10-S-01-17.
- e. Each team will be provided a portable radio for communications with the OSC.
- f. The team members must be provided with the appropriate personnel protection equipment based on the actual or potential hazards which the team may encounter. This equipment may include protective clothing, respiratory equipment (SCBAs) , radiological survey instruments, and flashlights.
- g. All equipment (e.g., radios, meters, flashlights, voice boxes, PCs, etc.) must be thoroughly checked prior to OSC departure, especially the SCBAs.
- h. The HP Coordinator should periodically brief the dispatched Emergency Response Teams on current radiological conditions.
 - (1) The Team Leader should be notified immediately when radiation levels change in areas they are required to enter.
- i. The OSC Coordinator should periodically brief the dispatched teams on current plant status.

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6.4.4 TSC Update

- a. The OSC Coordinator should periodically brief the TSC on the availability and status of Emergency Response Teams. This report should include:
 - (1) Number of available qualified personnel
 - (2) Remaining radiation exposure margin of team members

6.4.5 OSC Entry and Exit

- a. Establish OSC access controls to direct Emergency Personnel reporting from offsite to the proper OSC entrance by placement of signs, ropes, barriers and/or walkways.
- b. Attachment I, shows the recommended setup of the OSC and describes the entry points.
- c. Attachment I shows the location of sign placement to direct personnel flow;
 - (1) SIGN #1 is in place when all incoming personnel must come into the OSC first before proceeding into the protected area (due to radiological conditions).
 - (2) SIGN #2 is always in place. It directs all personnel to the OSC entry point.

7.0 BACKUP OSC

7.1 Location

- 7.1.1 The Backup OSC is located in the Control Building Elevation 148' (FIN Team Room). The Health Physics Lab may be used as an in-plant staging area, if still habitable.

7.2 Activation

- 7.2.1 If the OSC is not habitable or cannot perform its required functions, the OSC Coordinator directs the activation of the Backup OSC.

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7.2.2 When relocating personnel from the OSC to the Backup OSC, the OSC Coordinator:

- a. Contacts the ED and inform him/her of the situation
- b. Contacts the Control Room, TSC, and Security
- c. Contacts teams located in the field
- d. Transfers the following functions to the Control Room:
 - (1) Response team control
- e. If radiological conditions exist, request from the Radiation Protection Manager a determination of requirements (i.e. dosimetry, protective clothing) for relocation and route to the Backup OSC.
- f. Ensures all logbooks, current paperwork, and position badges are taken to Backup OSC.

7.2.3 Prior to leaving the OSC, the OSC Communicator:

- a. Contacts the Control Room to discuss the status of current teams and locations.

7.2.4 The OSC HP Coordinator:

- a. Dispatches a HP to the Backup OSC to setup.
- b. Designates personnel to carry additional equipment for use.

7.3 Setup

7.3.1 Upon arrival to the Backup OSC, the OSC Coordinator ensures that the Backup OSC is setup using the BACKUP OSC CHECKLIST (Form EPP 29-07).

7.3.2 A board is used to display information normally displayed on the OSC Team Tracking boards.

7.3.3 The OSC Coordinator upon arrival:

- a. Ensure the Backup OSC is setup in accordance with the checklist.
- b. Communications can be establish with teams

7.3.4 The OSC HP Coordinator upon arrival:

- a. Ensures facility is habitable.
- b. Establishes contact with the Radiation Protection Manager.
- c. Briefs the OSC Coordinator on Radiological Conditions.

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7.4 Operation

7.4.1 The OSC Coordinator declares the Backup OSC operational when:

- a. Sufficient personnel are present to man the Backup OSC.
- b. Advised by the OSC HP Coordinator that the Backup OSC is ready to provide radiological information.

7.4.2 After declaring the backup OSC operational:

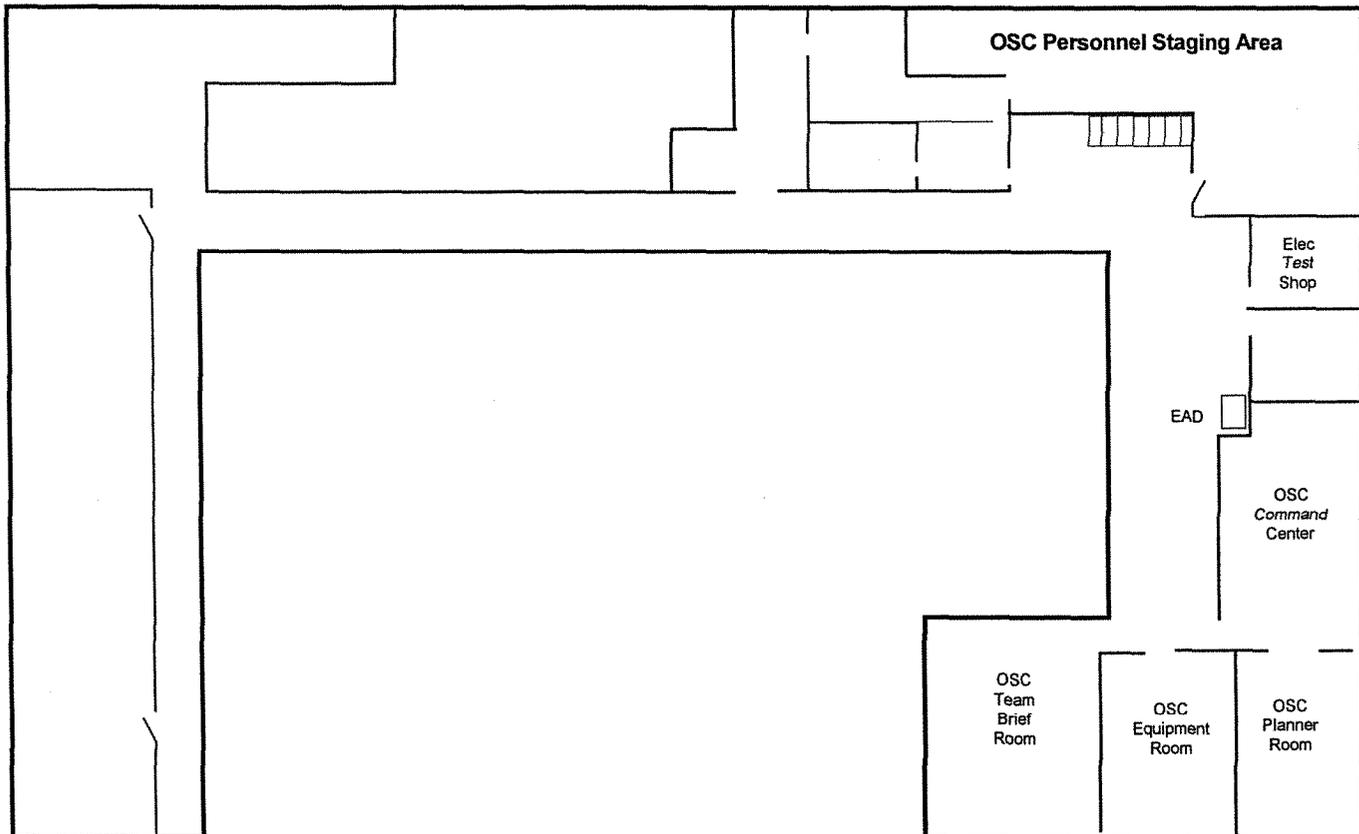
- a. Transfer the following functions from Control Room to the OSC.

- (1) Response Team Control

8.0 RECORDS AND INFORMATION

8.1 Forms and paperwork generated by this procedure during emergencies are collected by the OSC Coordinator and forwarded to the Manager, Emergency Preparedness.

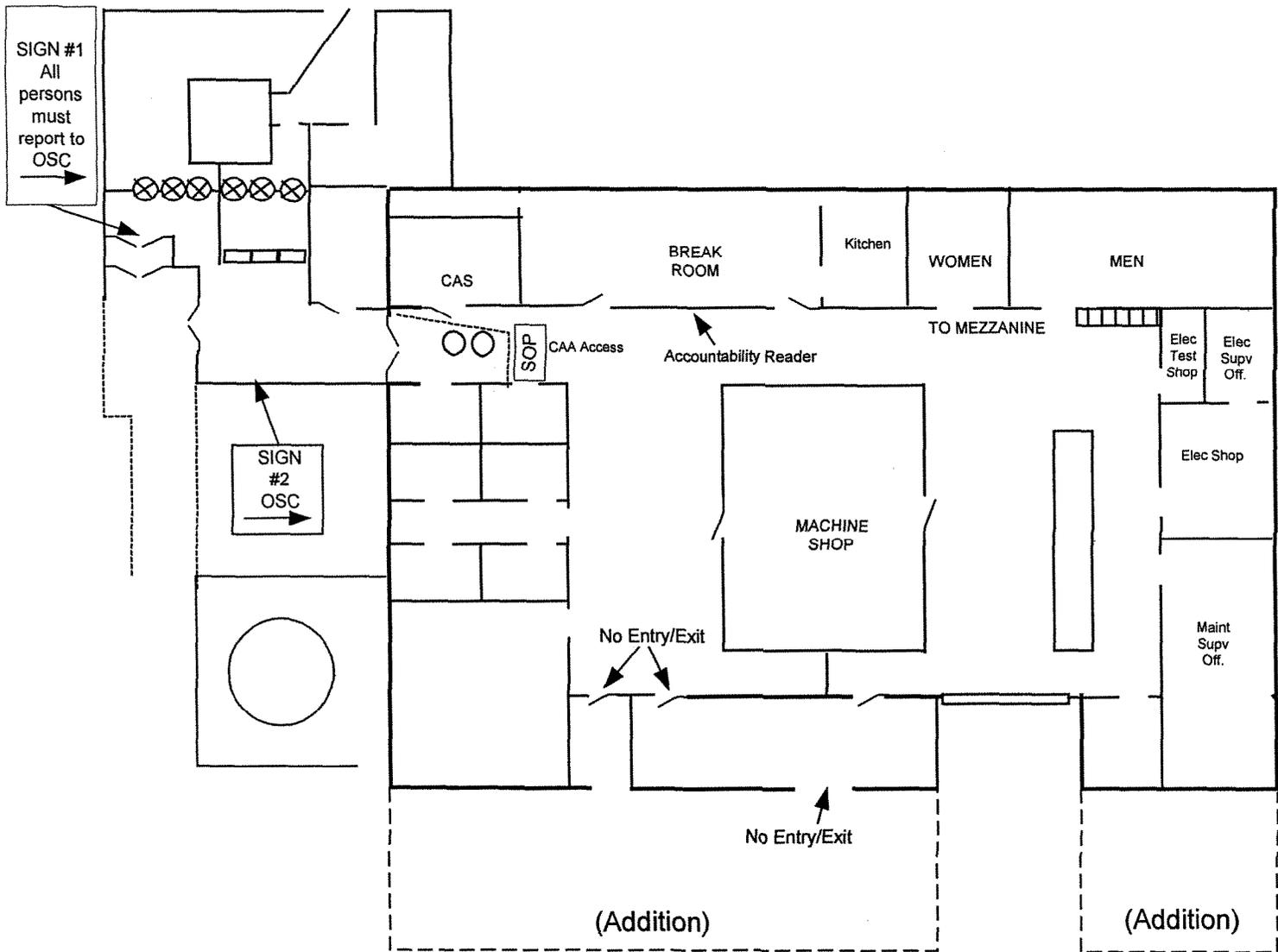
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OSC SETUP INSTRUCTIONS**Maintenance Shop Upper Level****To set-up OSC:**

- 1) Obtain Keys to issue rooms from OSC key locker.
- 2) Turn on EAD Screens (computers and readers are normally on, reboot computer and readers only if needed)
- 3) If required, set up CAA Access as suggested on Maintenance Shop Lower Level drawing (or similar)
- 4) Place Sign #1 and Sign #2 at locations as shown on Maintenance Shop Lower Level drawing

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OSC SETUP INSTRUCTIONS



Maintenance Shop Lower Level