

Date Entered: Aug 17, 2001

TO: USNRC/WASHINGTON  
JMCKNIGHT  
Copy Number: 145

TRANSMITTAL NUMBER: 197784

PROCEDURE NUMBER: EI-4.1  
TITLE: TECHNICAL SUPPORT CENTER ACTIVATION

TRANSMITTAL: LISTED BELOW ARE NEW/REVISED PROCEDURES WHICH MUST BE IMMEDIATELY INSERTED INTO OR DISCARDED FROM YOUR PROCEDURE MANUAL.

Action Required	Section or Description
REMOVE AND DESTROY	EI-4.1, R/13, COVERSHEET & ATTACHMENT 2, PAGES 3-4 ATTACHMENT 8, PAGES 1-2
REPLACE WITH	EI-4.1, R/13, COVERSHEET & ATTACHMENT 2, PAGES 3-4 ATTACHMENT 8, PAGES 1-2 EDITORIAL

SIGN, DATE, AND RETURN THE ACKNOWLEDGEMENT FORM WITHIN 10 DAYS TO THE PALISADES PLANT DOCUMENT CONTROL.

SIGNATURE OR INITIALS  
\_\_\_\_\_

DATE  
\_\_\_\_\_

A045

**PALISADES NUCLEAR PLANT**  
**EMERGENCY IMPLEMENTING PROCEDURE**

**TITLE: TECHNICAL SUPPORT CENTER ACTIVATION**

JRBrunet / 8/16/01  
Procedure Sponsor Date

BATaylor / 1/16/01  
Technical Reviewer Date

\_\_\_\_\_/\_\_\_\_\_  
User Reviewer Date

**TECHNICAL SUPPORT CENTER COMMUNICATIONS SUPPORT GROUP**

To operate:

- 1) lift receiver and listen for dial tone
  - 2) dial first 11 digit number listed on sticker located on telephone | e
  - 3) if no answer proceed to next 11 digit number (continue until contact is made with NRC). | e
4. The TSC Communications Support Group Leader (if the assigned individual has not arrived, one of the other Communicators should act as Leader) prepares for turnover of notification responsibilities from the Control Room as follows:
- \_\_\_\_\_ a. Sign in on the TSC Activation Status Board as Communications Group Leader and notify the SED.
  - \_\_\_\_\_ b. Ensure Emergency Implementing Procedure EI-3, "Communications and Notifications," is available to the TSC Communications Support Group.
  - \_\_\_\_\_ c. Ensure the Dose Assessor is prepared to generate the Emergency Notification Form.
  - \_\_\_\_\_ d. Ensure the TSC Administrative Support Group is prepared to copy, distribute, and fax the Emergency Notification Form.
5. \_\_\_\_\_ Indicate on the TSC Activation Status Board that the TSC Communication Support Group is ready, and notify the SED.
6. \_\_\_\_\_ Request that the Communicator in the Control Room notify offsite agencies that the TSC is taking over notification responsibilities.

**TECHNICAL SUPPORT CENTER COMMUNICATIONS SUPPORT GROUP**

**OPERATIONAL**

1. \_\_\_\_\_ Each Communicator should maintain a log of key activities.
2. \_\_\_\_\_ Ensure that logs of incoming and outgoing messages are being maintained.
3. The Communications Group Leader should ensure the Emergency Notification Form is generated about every 15 minutes.
  - \_\_\_\_\_ a. Obtain the current Emergency Notification Form from the Health Physics Group who has completed items 5 through 10.
  - \_\_\_\_\_ b. Check the appropriate box to indicate if this is a drill, or an actual event.
  - \_\_\_\_\_ c. Check the box indicating that the Notification Form is being generated from the TSC.

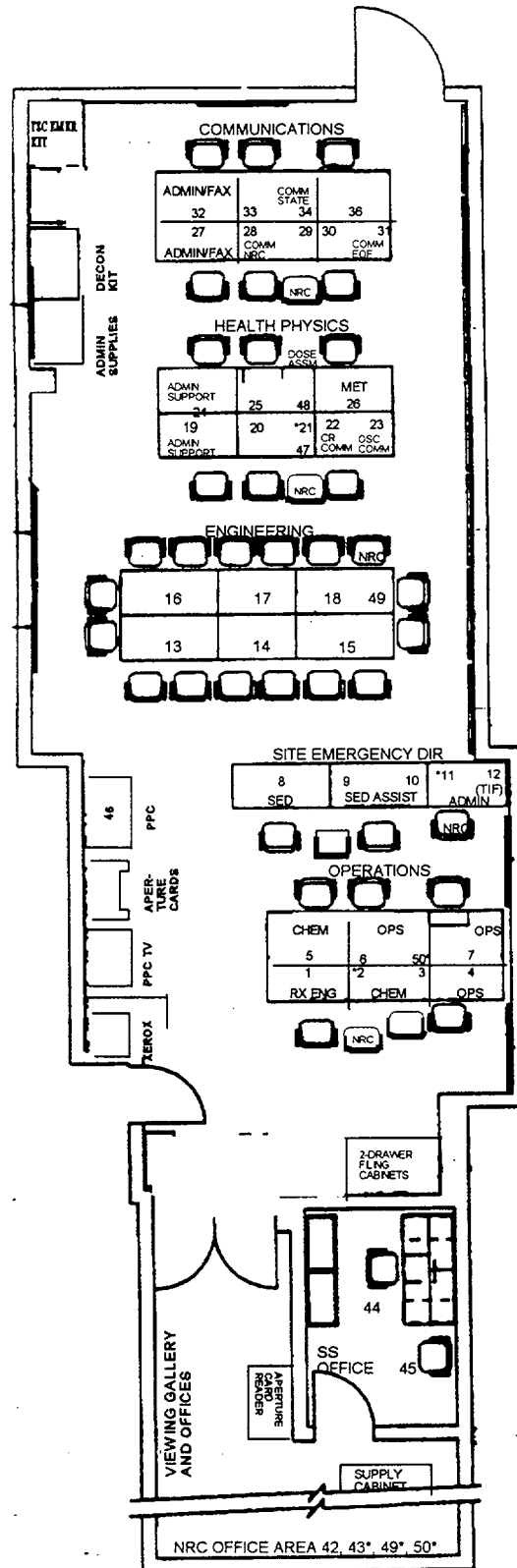
**NOTE:** Use the Emergency Notification Form line 4.D. Additional Information, if the State or County requests the following information:

1. Estimate of surface contamination in Plant, onsite, and offsite.
2. Consumers Energy emergency response actions underway.
3. Requests for support from organizations.
- \_\_\_\_\_ d. Complete Items 2 through 4.

**NOTE:** Upgrade to General Emergency classification with the appropriate Protective Action Recommendation (PAR) shall be personally communicated by the SED to the State Director (517/336-2699) when the State EOC is operational.

- \_\_\_\_\_ e. Obtain SED approval of the message, including the date and time of the approval.
- \_\_\_\_\_ f. Provide the approved Notification Form to Administrative Support for copying and faxing.

**TECHNICAL SUPPORT CENTER  
 LAYOUT/PHONE LOCATIONS**



\*Phone designated for use by NRC

**TECHNICAL SUPPORT CENTER**  
**LAYOUT/PHONE LOCATIONS**

1	2282 (RX ENG)	42	700-371-0007 (ENS)
2	764-1445 (for NRC use)	43	4028
3	2368 (CHEM)	44	2783
e  4	2370 (OPS)	45	764-2252/2257/1569*
5	2297 (CHEM)	46	2274
6	2287 (OPS)	47	Met Tower Radio Line
7	2108 (OPS)	48	764-8372 (Computer Line)
8	2472 (SED)	49	700-371-8914 (Protective Measures)
9	764-1222	50	700-371-9640 (Reactor Safety)
10	EOF (Director ring down)		
11	764-1206 (for NRC use)		
12	2192 (TIF)		
13	2250		
14	2371		
15	2376		
16	2473		
17	2372		
18	2418		
19	764-8979*/2354 (ADMIN)		
20	764-8235		
21	700-371-0003 (HPN)		
22	2505		
23	OSC (HP ring down)		
24	2111 (ADMIN Support)		
25	2504		
26	2506		
27	764-8131 (fax)		
28	700-371-0007 (ENS)		
29	2441		
30	2236		
31	EOF (Communications ring down EOF)		
32	764-8159 * (fax)		
33	2008		
34	764-1285 (Comm State)*		
35	Disconnected line		
36	2538		

\* Power failure phone