

INTEROFFICE MEMORANDUM

DATE: September 10, 2001

TO: Distribution



FROM: Procedure Control, Administrative Services, (927A)

SUBJECT: **PLANT PROCEDURES MANUAL - VOLUME 13
PACKAGE NO. 01-575**

REFERENCE:

Attached is an information copy of the Temporary Change Notice (TCN) with a detailed summary of changes:

<u>Procedure</u>	<u>Rev</u>	<u>TCN</u>
13.5.3	21	01-0212

To verify receipt or cancellation of the subject Procedure(s), please sign, date and **return this receipt to Procedure Control, MD 927A** within TEN (10) WORKING DAYS of the date of this IOM. Or this may be FAXED back to (509)377-2476.

Energy Northwest
Procedure Control (Mail Drop 927A)
PO Box 968
Richland, WA 99352

Date

Signature of Manual Holder

87

Controlled Copy Number

A-D45

LEVEL 2 - APPLICABLE TCN DISTRIBUTION: **September 10, 2001**

	<u>Mail Drop</u>
Equipment Operator Training (CC #161) (Volumes 1 thru 6, 13)	1027
Licensed Training (8 SETS) (CC #127-130 & #132, 219-221) (Volumes 1 thru 5, 13, SWP)	1027
Licensed Training (CC #5) (Volumes 1 thru 6, 13, SWP)	1027
Bruce Bond (CC #5) (Volumes 1,10,11,13,15, SWP)	911
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PEC Library (CC #12) (Volumes 1 thru 13, 15, 16, SWP)	PEC
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U.S. Nuclear Regulatory Commission (CC #218) (Volumes 13 & SWP-EPP-01)	_____
<u>MISCELLANEOUS:</u>	
FA Schill (Info Only) (Volume 7)	PE20

ORIGINAL

**ENERGY
NORTHWEST**

TEMPORARY CHANGE NOTICE

Use in conjunction with the requirements of SWP-PRO-02

CONTROL NUMBER

12

01-0212

COMPLETED BY ORIGINATOR

POC REVIEW REQUIRED?

2 Yes No

1 Procedure No: *13.5.3

3 Current Major Rev. 21 Current Minor Rev. 1

4 Responsible Organization (Refer to Passport) EP

5 Title: Evacuation of Exclusion Area and/or Nearby Facilities

6 Procedure pages affected by this TCN: 1, 2, 4, 5, 6

7 Control No. of incorporated Deviation/TCN: None

8 Procedure pages affected by previous Deviation/TCN: None

9 Summary of Changes including the reason for the temporary change and Initiating Document:

- 1) Add new section 4.2 to address NRC concerns of complete and timely notification of Exclusion Area population at Site 1 tenants;
- 2) Break out section 4.2 and 4.3 to differentiate actions required at Site Area Emergency for Site 1 tenants and for General Emergency Exclusion Area evacuation for other Energy Northwest employees;
- 3) Delete Note referring to the Roving Security Patrol in section 4.3.5 as incorrect.

Continued

I certify this procedure TCN is in compliance with the criteria on page 3 of this form and SWP-PRO-02.

10 Originated by: DB Holmes
Print Name

DB Holmes
Signature

8/24/01
Date

APPROVAL OF TCN (Licensed on shift SRO Approval required for all TCNs.)

11 *[Signature]* 8/24/01
Manager or Supervisor / Date

11 *[Signature]* 8/24/01
Licensed on shift SRO / Date

8-24-01 1530
Implementation Date & Time

14 Deadline for POC and/or Approving Authority review(s) (14 days from implementation):

DISTRIBUTION: (Each location must be initialed by individual distributing and/or integrating TCN)

15

ORIGINATOR/DESIGNEE INTEGRATES

CONTROL ROOM
(SWP, Vol 1-13, 15-17, 2 copies Vol 4)

[Signature]
[Signature]

GAP OPERATING PANEL
(2.5.3, 2.5.4, 2.5.5, 4.5.3.1, 4.5.3.2, 4.GAP.1)

SHIFT MANAGER (SWP, Vol 1-3, 5, 13)

STA DESK (CR) (Volume 13)

[Signature]

SCRAM BOOK (CR)

EOP/SAG FLOWCHART (CR) (Volume 5)

CR EMERGENCY SUPPORT DRAWER
(Vol 5.5 series & 5.6.1)

COMPLETED BY PROCEDURE CONTROL

16 DISTRIBUTION: (Each location must be initialed by individual distributing and/or integrating TCN)

WC		BLDG 9	AB		EMERGENCY
TSC	AB	RWCR	AB	DG-3	PREPAREDNESS
SIMULATOR	AB	REMOTE		OSC	PAAP/CAS/SAS
SIM SHIFT MGR	AB	DG-1		EOF	MUDAC
OPS Prod Cntr		DG-2		JIC	OTHER

see attach dist

COMPLETED BY PROCEDURE SPONSOR

17 Has impact on training been determined and resolved with appropriate personnel? Yes None Required

18 Have all other affected procedures been revised or changed? {C-7931} Yes None Required No, list procedures below

19 Has impact on Model W/O, CORC, PD or PTL/RTS, etc. been determined and resolved with appropriate personnel? Yes None Required

20 Procedure Sponsor DB Holmes DB Holmes 8-27-01
 Print Name Signature Date

21 REQUIRED REVIEWS AND APPROVALS

Qualified Quality Personnel for SWP, GEN, & Vol. 1 Temporary Changes <u>NA</u> Print Name Signature Date	Nuclear Materials Manager for PPM 9.2 series & SWP-SNM-01 Temporary Changes <u>NA</u> Print Name Signature Date
Plant General Manager for Site Wide Temporary Changes <u>NA</u> Print Name Signature Date	EOP/SAG Coordinator for EOP/SAG Temporary Changes <u>NA</u> Print Name Signature Date
Vice President, Generation for Site Wide Temporary Changes <u>NA</u> Print Name Signature Date	Responsible Approving Manager <u>John Wyrick</u> <u>8/28/01</u> Print Name Signature Date
Fire Marshal/Fire Protection Engineering Staff for Temporary Changes Containing Fire Protection Elements <u>NA</u> Print Name Signature Date	Plant General Manager for POC reviewed Temporary Changes Approved at POC Meeting No.: _____ Date: _____ <u>NA</u> Print Name Signature Date
Manager of Security for Security Temporary Changes <u>NA</u> Print Name Signature Date	Chief Nuclear Officer for Site Wide Temporary Changes <u>NA</u> Print Name Signature Date

		USE CURRENT REVISION
COLUMBIA GENERATING STATION PLANT PROCEDURES MANUAL		
PROCEDURE NUMBER	APPROVED BY	DATE
*13.5.3	JEW - Revision 21	08/14/01
VOLUME NAME		
EMERGENCY PLAN IMPLEMENTING PROCEDURES		
SECTION		
EVACUATION AND ACCOUNTABILITY		
TITLE		
EVACUATION OF EXCLUSION AREA AND/OR NEARBY FACILITIES		

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1.0 PURPOSE

The purpose of this procedure is to identify the emergency actions and responsibilities of the Emergency Director to cause evacuation of the Exclusion Area when conditions so dictate.

This procedure also includes guidance for the Security Manager to direct sounding of the Crossroads and WNP-1 sirens at Site Area Emergency to initiate tenant evacuations at Site 1.

The procedure also identifies actions to be taken in the event the need for evacuation may impact other facilities in the local area, including the Department of Energy's Fast Flux Test Facility.

2.0 DISCUSSION

2.1 The principle consideration when contemplating an Exclusion Area evacuation is the safety of personnel. An Exclusion Area evacuation is the orderly withdrawal of all personnel, except those required to respond to the emergency situation, from areas outside the Protected Area but within the Exclusion Area boundary, and including those portions of the Owner Controlled Area outside the Exclusion Area. An Exclusion Area evacuation will be announced using any combination of sirens, PA announcements, or telephone notifications

2.2 The Emergency Director is responsible for determining when an Exclusion Area evacuation should be conducted. The decision to evacuate personnel should be based on the course of action which presents the minimum risk to employees. Some examples of conditions which make an Exclusion Area evacuation not advisable include, but are not limited to:

- An ongoing security threat affecting personnel in the Exclusion Area (consult with the Security Manager to aid in determining the safest course of action)
- Inclement weather (e.g., high winds or hazardous road conditions may preclude a safe evacuation of personnel)
- Radiological hazards exist (determine which action would result in lowest dose to evacuating personnel)
- Other hazards exist which might subject evacuees to a higher risk to personnel safety than not evacuating

If conditions for an Exclusion Area evacuation are present, but the decision is made to not evacuate personnel due to safety concerns, personnel will normally remain at their work locations unless directed otherwise.

2.3 Normally, Exclusion Area evacuations will be considered at a Site Area Emergency, or when other conditions warrant and is an automatic action at General Emergency. Exclusion Area evacuees will normally be directed to proceed home.

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NOTE: If the EOF Manager is acting as Emergency Director, coordinate the following steps with the Radiological Emergency Manager (REM):

- 4.1.3 If the decision is made to evacuate the Exclusion Area, determine if radiological hazards exist or are suspected within the Exclusion Area. If a radiological hazard does exist or a release is in progress, then direct evacuees to report to the ENOC assembly area. Determine safe evacuation routes and hazardous areas to avoid.
- 4.1.4 If evacuation routes are unavailable due to hazards or severe weather, consider sheltering in place until conditions improve.
- 4.1.5 Use form 968-26051, Public Address Emergency Message Format - Exclusion Area Evacuation to complete a public address announcement.

NOTE: The EOF Manager, if acting as Emergency Director, must coordinate with the TSC Manager to have PA announcements made.

- 4.1.6 Immediately repeat the announcement. Continue repeating the announcement periodically while the evacuation remains in effect and until the TSC is activated. The TSC will assume responsibility for PA announcements when activated.
- 4.1.7 Direct the Security Manager (or Security Supervisor if Security Manager is not yet activated) to implement their actions for Exclusion Area evacuation.

4.2 Security Manager Responsibilities for Site 1 Evacuation

- 4.2.1** At Site Area Emergency, direct the SCC Duty Officer to activate the Crossroads and Site 1 evacuation sirens.
- 4.2.2** Confer with the Radiological Emergency Manager to determine the appropriate announcement in the following step.
- 4.2.3** Initiate a Site 1 public address announcement by dialing 761 and reading the applicable Message 1 or Message 2:

Message 1 - No Radiological Conditions:

THIS IS AN EMERGENCY ANNOUNCEMENT. SITE 1 PERSONNEL IMMEDIATELY EVACUATE THE HANFORD SITE AND PROCEED HOME.

Message 2 - Radiological Conditions Exist:

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THIS IS AN EMERGENCY ANNOUNCEMENT. SITE 1 PERSONNEL IMMEDIATELY EVACUATE THE HANFORD SITE AND REPORT TO THE ASSEMBLY AREA AT 3000 GEORGE WASHINGTON WAY."

Repeat announcement.

- 4.2.4** Contact the Site 1 Designated Site Authority (DSA) and request that the Site 1 Call Tree be initiated. Refer to the Emergency Phone Directory, Part C Notifications, in the Offsite Agency section, for the phone number. If the DSA cannot be reached, contact the following Site 1 personnel and direct them to evacuate Site 1 to go home, or report to the assembly area at 3000 George Washington Way. Make two attempts, and then notify the Security Officer designated to sweep Site 1 of any tenant or contractor who does not answer.

Morrison Construction	727-4472
Durametal Brake Company	377-3000
Master-Lee Hanford Company	377-3842
Tri-Cities Asset Reinvestment Company	377-3205
CREHST Museum	377-1084

4.3 Security Manager Responsibilities for an Exclusion Area Evacuation

- 4.3.1** Perform actions identified in section 4.2 if not previously completed. Otherwise, go to the next step.

4.3.2 DELETED

- 4.3.3** Contact the Secondary Alarm Station Operator to broadcast over Energy Northwest Maintenance and Security Radio Channels:

- 1) The Exclusion Area is being evacuated.
- 2) That Exclusion Area personnel not assigned emergency duties report home or to the designated assembly location.
 - Specify alternate assembly area, if designated, and any known hazards/areas to avoid

- 4.3.4** If an assembly area is established, direct the Site Security Supervisor to dispatch an officer with a radio to the assembly area to maintain order at the designated assembly area, and to relay messages or directions to evacuees.

- 4.3.5** Provide telephone evacuation notification and the above instructions to the following:

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WNP-1 Emergency Manager/Site Manager - Day Shift
WNP-1 Designated Site Authority - Back Shifts

NOTE: DELETED

Circulating Pumphouse
Visitor's Center
Waste Water Treatment Plant
Security Training Facility/Firing Range
Plant Maintenance Training

4.3.6 Keep the Emergency Director informed on the status of the Exclusion Area Evacuation.

4.4 Security Supervisor Responsibilities

4.4.1 Direct a Security Officer to the ENOC assembly area, if established, to maintain order at the designated assembly area, and to relay messages or directions to evacuees.

4.4.2 Instruct the Security Officer at the assembly area to communicate on the Security area wide radio channel to help coordinate evacuee processing and relay messages.

4.4.3 Direct the mobile patrol to perform a visual check of evacuation progress within the Exclusion Area Boundary, including the Security Firing Range and that portion of the Owner Controlled Area outside the Exclusion Area boundary. Refer to Attachment 5.1.

4.5 Offsite Agency Coordinator Responsibilities

4.5.1 Contact the FFTF Control Room and inform them of Exclusion Area evacuation PADs made by Energy Northwest.

4.6 Radiological Emergency Manager Responsibilities

4.6.1 Determine if an offsite release is in progress.

4.6.2 If an offsite release is in progress at the time of evacuation, evacuees should be directed to report to the ENOC assembly area.

4.6.3 If no offsite release is in progress at the time of evacuation, evacuees should be directed to report to their homes.

4.6.4 Contact the TSC Radiation Protection Manager (RPM) to coordinate the appropriate evacuation actions.

4.6.5 In the event of an Exclusion Area evacuation requiring personnel to report to the ENOC, dispatch an HPC staff member to set up the assembly area. Refer to PPM 13.7.5 for guidance regarding setup and operations of the ENOC assembly area.

5.0 ATTACHMENTS

5.1 Exclusion Area Map

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