

VIRGINIA ELECTRIC AND POWER COMPANY  
RICHMOND, VIRGINIA 23261  
September 12, 2001

United States Nuclear Regulatory Commission  
Attention: Document Control Desk  
Washington, D. C. 20555-0001

Serial No. 01-553  
SS&L/BAG R0  
Docket No. 50-280  
50-281  
License No. DPR-32  
DPR-37

Gentlemen:

**VIRGINIA ELECTRIC AND POWER COMPANY**  
**SURRY POWER STATION UNITS 1 AND 2**  
**REVISIONS TO EMERGENCY PLAN IMPLEMENTING PROCEDURES**

Pursuant to 10 CFR 50.54(q), enclosed are revisions to three Surry Power Station Emergency Plan Implementing Procedures. The revisions do not implement actions which decrease the effectiveness of our Emergency Plan. The Emergency Plan and Implementing Procedures continue to meet the standards of 10 CFR 50.47(b). Please update your manual by performing the actions described in the enclosed tabulation of changes.

Very truly yours,



R. H. Blount, Site Vice President  
Surry Power Station

Enclosure

Commitments contained in this letter: None.

cc: U. S. Nuclear Regulatory Commission, Region II (2 copies)  
Sam Nunn Atlanta Federal Center  
61 Forsyth Street S.W., Suite 23 T85  
Atlanta, Georgia 30303-8931

Mr. R. A. Musser  
NRC Senior Resident Inspector  
Surry Power Station

AP 45

Serial No. 01-553  
Surry EPIP Revisions

**VIRGINIA ELECTRIC AND POWER COMPANY  
REVISION TO SURRY POWER STATION  
EMERGENCY PLAN IMPLEMENTING PROCEDURE**

Enclosed are revisions to Surry Power Station Emergency Plan Implementing Procedures. Please take the following actions in order to keep your manual updated with the most recent revisions.

<b>REMOVE AND DESTROY:</b>	<b>EFFECTIVE DATE:</b>	<b>INSERT:</b>	<b>EFFECTIVE DATE:</b>
EPIP-1.06, Rev. 3	10/06/00	EPIP-1.06, Rev. 4	09/05/01
EPIP-2.01, Rev. 27	10/06/00	EPIP-2.01, Rev. 28	09/05/01
EPIP-4.29, Rev. 9	09/22/00	EPIP-4.29, Rev. 10	09/05/01

Emergency Plan Privacy and Proprietary Material have been removed.  
Reference Generic Letter No. 81-27

**EMERGENCY PLAN IMPLEMENTING PROCEDURE**

<b>NUMBER</b> EPIP-1.06	<b>PROCEDURE TITLE</b> PROTECTIVE ACTION RECOMMENDATIONS  (With 3 Attachments)	<b>REVISION</b> 4
		<b>PAGE</b> 1 of 3

**PURPOSE**

Give guidance to the Station Emergency Manager or Recovery Manager regarding determination of Protective Action Recommendations.

**ENTRY CONDITIONS**

Any one of the following:

1. Activation by EPIP-1.05, RESPONSE TO GENERAL EMERGENCY.
2. Activation by CPIP-1.0, CORPORATE RESPONSE MANAGER ACTIVATION.
3. Activation by CPIP-6.0, LEOF RECOVERY MANAGER GUIDANCE.
4. As directed by the Station Emergency Manager or Recovery Manager.

Approvals on File

Effective Date 09/05/01  
RW

NUMBER EPIP-1.06	PROCEDURE TITLE PROTECTIVE ACTION RECOMMENDATIONS	REVISION 4
		PAGE 2 of 3



\_\_\_\_\_ 1 INITIATE PROCEDURE:

- By: \_\_\_\_\_
- Date: \_\_\_\_\_
- Time: \_\_\_\_\_

**NOTE:** The initial notification of General Emergency and an applicable Protective Action Recommendation (PAR) must be made to the State within 15 minutes following declaration of the General Emergency.

\_\_\_\_\_ 2 USE ATTACHMENT 2, PROTECTIVE ACTION RECOMMENDATION MATRIX TO DETERMINE INITIAL PAR

\_\_\_\_\_ 3 COMPLETE ATTACHMENT 3, PROTECTIVE ACTION RECOMMENDATION FORM:

- a) Fill in Item 1 (Downwind Sectors)
- b) Mark appropriate PAR box in Item 2
- c) Sign and date form

\_\_\_\_\_ 4 HAVE EMERGENCY COMMUNICATORS NOTIFY OFFSITE AUTHORITIES OF PAR:

- State Emergency Operations Center notified IAW EPIP-2.01, NOTIFICATION OF STATE AND LOCAL GOVERNMENTS
- NRC notified IAW EPIP-2.02, NOTIFICATION OF NRC (notification made from Control Room or TSC, when activated)

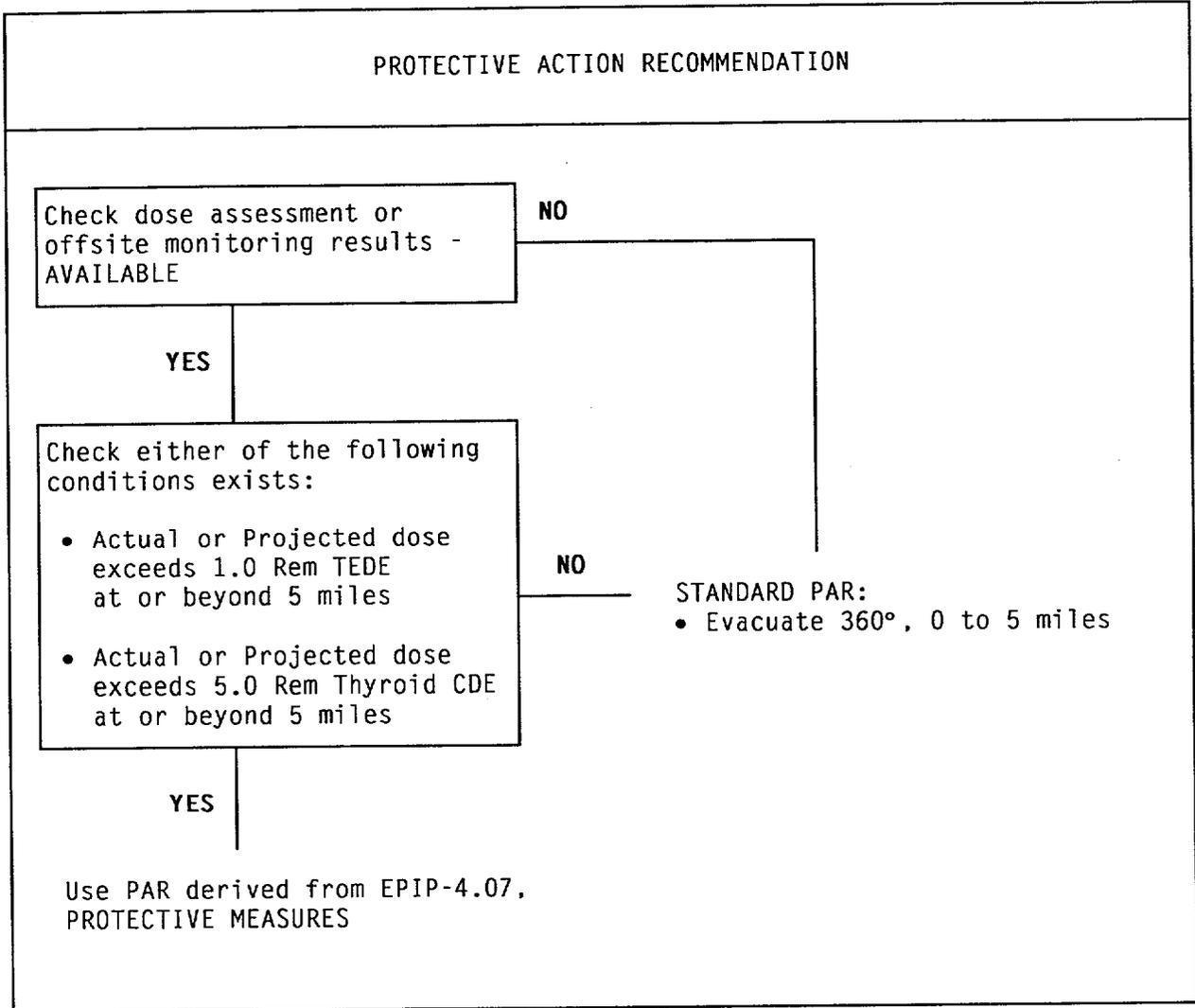
NUMBER EPIP-1.06	PROCEDURE TITLE PROTECTIVE ACTION RECOMMENDATIONS	REVISION 4
		PAGE 3 of 3

STEP	ACTION/EXPECTED RESPONSE	RESPONSE NOT OBTAINED
_____ 5	HAVE RADIOLOGICAL ASSESSMENT DIRECTOR (RAD) IMPLEMENT EPIP-4.07, PROTECTIVE MEASURES [RADIOLOGICAL ASSESSMENT COORDINATOR (RAC) IF IN LEOF]	
_____ 6	CHECK IF RADIOLOGICAL-BASED PAR RECOMMENDS PROTECTIVE ACTIONS IN ANY NEW AREA(S)	<u>IF</u> PAR in effect - UNCHANGED, <u>THEN</u> GO TO Step 8.
_____ 7	RETURN TO STEP 3	
_____ 8	CHECK EMERGENCY - TERMINATED	<u>IF</u> RAD/RAC recommends a PAR change, <u>THEN</u> RETURN TO Step 6.
_____ 9	TERMINATE EPIP-1.06: <ul style="list-style-type: none"> <li>• Give completed EPIP-1.06, forms, and other applicable records to TSC Emergency Procedures Coordinator or LEOF Services Coordinator</li> <li>• Completed by: _____</li> <li>  Date: _____</li> <li>  Time: _____</li> </ul>	

-END-



<b>NUMBER</b>	<b>ATTACHMENT TITLE</b> PROTECTIVE ACTION RECOMMENDATION MATRIX	<b>REVISION</b>
EPIP-1.06		4
<b>ATTACHMENT</b>	SPS	<b>PAGE</b>
2		1 of 1



<b>NUMBER</b> EPIP-1.06	<b>ATTACHMENT TITLE</b> PROTECTIVE ACTION RECOMMENDATION FORM	<b>REVISION</b> 4
<b>ATTACHMENT</b> 3		<b>PAGE</b> 1 of 1

- NOTE:**
- Downwind sectors (primary plus 2 buffer sectors) may be determined from the State/Local Emergency Communicator, facility maps, or Attachment 1, Sector Map.
  - Wind direction is always given as the compass point the wind blows from, which is opposite from the primary downwind sector. Example: Wind direction from East North East (ENE) means Sector M is primary.
  - Recommendations for sheltering may be made at the discretion of the Station Emergency Manager / Recovery Manager.

1. DOWNWIND SECTORS: \_\_\_\_\_

2. PROTECTIVE ACTION RECOMMENDATION:

STANDARD PAR:

Evacuate 360° from 0 to 5 miles.

EXPANDED PAR:

Evacuate 360° from 0 to 5 miles.

Evacuate 360° from 5 to \_\_\_ miles.

Evacuate sectors \_\_\_ \_\_\_ \_\_\_ from \_\_\_ to \_\_\_ miles.

Shelter 360° from \_\_\_ to \_\_\_ miles.

Shelter sectors \_\_\_ \_\_\_ \_\_\_ from \_\_\_ to \_\_\_ miles.

Shelter unaffected sectors from \_\_\_ to \_\_\_ miles.

APPROVED BY:

\_\_\_\_\_  
Station Emergency Manager or  
Recovery Manager

\_\_\_\_\_  
Date / Time

**Level 2 Distribution**  
 VIRGINIA POWER  
 SURRY POWER STATION  
 EMERGENCY PLAN IMPLEMENTING PROCEDURE

This document should be verified and annotated to a controlled source as required to perform work.

NUMBER EPIP-2.01	PROCEDURE TITLE NOTIFICATION OF STATE AND LOCAL GOVERNMENTS (With 3 Attachments)	REVISION 28 <hr/> PAGE 1 of 18
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**PURPOSE**

To initially notify State and local governments of the declaration of an emergency and to provide status updates related to the event.

**ENTRY CONDITIONS**

Any of the following:

1. An emergency has been declared.
2. Entry directed by Station Emergency Manager.

Approvals on File

Effective Date 09/05/01  
~~09/04/01~~

CONTINUOUS ACTION PAGE FOR EPIP-2.01

1. REPORT OF EMERGENCY CONDITION CHANGE CRITERIA

WHEN emergency conditions change (e.g., classification, event termination, offsite assistance, site evacuation, worsening prognosis, release of radioactive material, Protective Action Recommendation), THEN do one of the following:

- a. IF preparation of a new/revised message will prevent timely transmittal of an initial message reporting an emergency class (i.e., within 15 minutes of classification), THEN do the following:
  - 1) Complete transmittal of current message.
  - 2) RETURN TO Step 3 to prepare new emergency message.
- b. IF new/revised message can be prepared without delaying timely transmittal of an initial message reporting an emergency class, THEN do one the following:
  - Update current message to include changed condition(s).
  - RETURN TO Step 3 to prepare new emergency message.

2. REPORT OF EMERGENCY UPDATE CRITERIA

WHEN scheduled Report of Emergency to State and Local Governments - DUE, THEN RETURN TO Step 3 to prepare new emergency message.

NOTE: Transmittal of a Report of Emergency to State and Local Governments takes precedence over preparing a new radiological status message, responding to requests for meteorological information and turning-over duties to relief.

3. REPORT OF RADIOLOGICAL STATUS CONDITION CHANGE CRITERIA

WHEN updated Radiological Status report provided by radiological assessment organization, THEN RETURN TO Step 15 to prepare new radiological status message.

4. METEOROLOGICAL INFORMATION REQUEST CRITERIA

IF requested to acquire on-site meteorological information, THEN GO TO Step 19.

5. SHIFT RELIEF OR INTERFACILITY TURNOVER CRITERIA

WHEN shift relief or interfacility turnover occurs, THEN GO TO Step 26.

NUMBER EPIP-2.01	PROCEDURE TITLE NOTIFICATION OF STATE AND LOCAL GOVERNMENTS	REVISION 28
		PAGE 2 of 18

STEP

ACTION/EXPECTED RESPONSE

RESPONSE NOT OBTAINED

\_\_\_ 1 INITIATE PROCEDURE:

- By: \_\_\_\_\_
- Date: \_\_\_\_\_
- Time: \_\_\_\_\_
- Location: \_\_\_\_\_

\_\_\_ 2 CHECK FIRST REPORT OF EMERGENCY FOR EVENT - REQUIRED

IF procedure previously initiated, THEN continue from step in effect identified during relief/turnover.

- NOTE:
- The initial notification of any emergency classification must be completed within 15 minutes of declaring the emergency class.
  - Items 4 through 8 on Attachment 2 may be excluded from the first report of any emergency classification, (including termination).
  - Attachment 1, Instructions for Completing Report of Emergency to State and Local Governments, may be referenced as needed.

\_\_\_ 3 RECORD INFORMATION ON ATTACHMENT 2 (REPORT OF EMERGENCY TO STATE AND LOCAL GOVERNMENTS)

\_\_\_ 4 CHECK EMERGENCY - REMAINS IN EFFECT

IF emergency terminated before message sent, THEN do the following:

- a) Record reason event terminated in Item 3.
- b) Record "State EOC portion of message not applicable" on bottom of Attachment 2 Page 2.

\_\_\_ 5 HAVE SEM/RM APPROVE REPORT (initial at top of Attachment 2)

CONTINUOUS ACTION PAGE FOR EPIP-2.01

1. REPORT OF EMERGENCY CONDITION CHANGE CRITERIA

WHEN emergency conditions change (e.g., classification, event termination, offsite assistance, site evacuation, worsening prognosis, release of radioactive material, Protective Action Recommendation), THEN do one of the following:

- a. IF preparation of a new/revised message will prevent timely transmittal of an initial message reporting an emergency class (i.e., within 15 minutes of classification), THEN do the following:
  - 1) Complete transmittal of current message.
  - 2) RETURN TO Step 3 to prepare new emergency message.
- b. IF new/revised message can be prepared without delaying timely transmittal of an initial message reporting an emergency class, THEN do one the following:
  - Update current message to include changed condition(s).
  - RETURN TO Step 3 to prepare new emergency message.

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3. REPORT OF RADIOLOGICAL STATUS CONDITION CHANGE CRITERIA

WHEN updated Radiological Status report provided by radiological assessment organization, THEN RETURN TO Step 15 to prepare new radiological status message.

4. METEOROLOGICAL INFORMATION REQUEST CRITERIA

IF requested to acquire on-site meteorological information, THEN GO TO Step 19.

5. SHIFT RELIEF OR INTERFACILITY TURNOVER CRITERIA

WHEN shift relief or interfacility turnover occurs, THEN GO TO Step 26.

NUMBER EPIP-2.01	PROCEDURE TITLE NOTIFICATION OF STATE AND LOCAL GOVERNMENTS	REVISION 28
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\_\_\_ 6 RECORD TIME NOTIFICATION STARTED

- NOTE:
- Multiple items excluded from a message may be read as a single statement, e.g., "Items 4 through 8 excluded from this message."
  - Outbound calls through the PBX system are made by dialing 8-1-(area code)-###-####. Using unrestricted PBX telephones, outbound calls may be made by dialing 9-1-(area code)-###-#### (area code not required for outbound calls within local calling area). No prefix (8-, 9-) is needed when using a direct outside line.

\_\_\_ 7 SEND REPORT OF EMERGENCY TO STATE AND LOCAL GOVERNMENTS (i.e., Initial or Follow-up Report, as required):

- |   |   |
|---|---|
| <p>a) Check Instaphone - CLEAR OF CONFLICTING MESSAGE TRAFFIC</p>                       | <p>a) <u>IF</u> Instaphone <u>NOT</u> available, <u>THEN</u> do the following:</p> <ol style="list-style-type: none"> <li>1) Call State EOC on DEM ARD (Alternate: (804) 674-2400).</li> <li>2) Notify State EOC Duty Officer of need to transmit message.</li> <li>3) <u>WHEN</u> Instaphone available for message transmittal, <u>THEN</u> GO TO Step 7.b.</li> </ol> |
| <p>b) Use Instaphone to contact State and local Emergency Operations Centers (EOCs)</p> | <p>b) <u>IF</u> Instaphone <u>NOT</u> operable, <u>THEN</u> GO TO Step 11.</p>  |
| <p>c) Perform initial roll-call (check boxes as EOC(s) answer)</p>                      |   |
| <p>d) Read Items 1 through 9</p>  |   |

(STEP 7 CONTINUED ON NEXT PAGE)

CONTINUOUS ACTION PAGE FOR EPIP-2.01

1. REPORT OF EMERGENCY CONDITION CHANGE CRITERIA

WHEN emergency conditions change (e.g., classification, event termination, offsite assistance, site evacuation, worsening prognosis, release of radioactive material, Protective Action Recommendation), THEN do one of the following:

- a. IF preparation of a new/revised message will prevent timely transmittal of an initial message reporting an emergency class (i.e., within 15 minutes of classification), THEN do the following:
  - 1) Complete transmittal of current message.
  - 2) RETURN TO Step 3 to prepare new emergency message.
- b. IF new/revised message can be prepared without delaying timely transmittal of an initial message reporting an emergency class, THEN do one the following:
  - Update current message to include changed condition(s).
  - RETURN TO Step 3 to prepare new emergency message.

2. REPORT OF EMERGENCY UPDATE CRITERIA

WHEN scheduled Report of Emergency to State and Local Governments - DUE, THEN RETURN TO Step 3 to prepare new emergency message.

NOTE: Transmittal of a Report of Emergency to State and Local Governments takes precedence over preparing a new radiological status message, responding to requests for meteorological information and turning-over duties to relief.

3. REPORT OF RADIOLOGICAL STATUS CONDITION CHANGE CRITERIA

WHEN updated Radiological Status report provided by radiological assessment organization, THEN RETURN TO Step 15 to prepare new radiological status message.

4. METEOROLOGICAL INFORMATION REQUEST CRITERIA

IF requested to acquire on-site meteorological information, THEN GO TO Step 19.

5. SHIFT RELIEF OR INTERFACILITY TURNOVER CRITERIA

WHEN shift relief or interfacility turnover occurs, THEN GO TO Step 26.

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STEP

ACTION/EXPECTED RESPONSE

RESPONSE NOT OBTAINED

7 SEND REPORT OF EMERGENCY TO STATE AND LOCAL GOVERNMENTS (i.e., Initial or Follow-up Report, as required): (Continued)

- e) Check each EOC answers acknowledgement roll-call (check associated box as EOC(s) answer)
- f) Repeat any items upon request
- g) Record date and time transmittal of Items 1 through 9 completed
- h) Check message reports emergency - REMAINS IN EFFECT

e) IF any EOC does NOT respond, THEN circle locality name on Attachment 2.

h) IF State EOC acknowledged message, THEN GO TO Step 9.

IF State EOC did NOT acknowledge message, THEN do the following:

- 1) Use DEM ARD phone to contact State EOC (Alternate: (804) 674-2400 (ask for Duty Officer)).

IF all means of communications with State EOC are inoperable, THEN do the following:

- a) Notify SEM/RM.
- b) GO TO Step 9.
- 2) Read Items 1 through 9.
- 3) GO TO Step 9.

(STEP 7 CONTINUED ON NEXT PAGE)

CONTINUOUS ACTION PAGE FOR EPIP-2.01

1. REPORT OF EMERGENCY CONDITION CHANGE CRITERIA

WHEN emergency conditions change (e.g., classification, event termination, offsite assistance, site evacuation, worsening prognosis, release of radioactive material, Protective Action Recommendation), THEN do one of the following:

- a. IF preparation of a new/revised message will prevent timely transmittal of an initial message reporting an emergency class (i.e., within 15 minutes of classification), THEN do the following:
  - 1) Complete transmittal of current message.
  - 2) RETURN TO Step 3 to prepare new emergency message.
- b. IF new/revised message can be prepared without delaying timely transmittal of an initial message reporting an emergency class, THEN do one the following:
  - Update current message to include changed condition(s).
  - RETURN TO Step 3 to prepare new emergency message.

2. REPORT OF EMERGENCY UPDATE CRITERIA

WHEN scheduled Report of Emergency to State and Local Governments - DUE, THEN RETURN TO Step 3 to prepare new emergency message.

NOTE: Transmittal of a Report of Emergency to State and Local Governments takes precedence over preparing a new radiological status message, responding to requests for meteorological information and turning-over duties to relief.

3. REPORT OF RADIOLOGICAL STATUS CONDITION CHANGE CRITERIA

WHEN updated Radiological Status report provided by radiological assessment organization, THEN RETURN TO Step 15 to prepare new radiological status message.

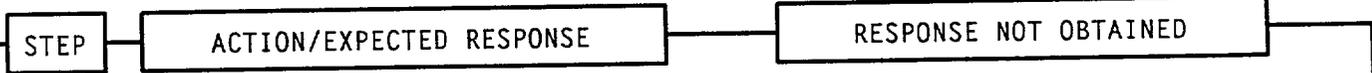
4. METEOROLOGICAL INFORMATION REQUEST CRITERIA

IF requested to acquire on-site meteorological information, THEN GO TO Step 19.

5. SHIFT RELIEF OR INTERFACILITY TURNOVER CRITERIA

WHEN shift relief or interfacility turnover occurs, THEN GO TO Step 26.

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7 SEND REPORT OF EMERGENCY TO STATE AND LOCAL GOVERNMENTS (i.e., Initial or Follow-up Report, as required): (Continued)

i) Use DEM ARD phone to contact State EOC (Alternate: (804) 674-2400 (ask for Duty Officer))

i) IF all means of communications with State EOC are inoperable, THEN do the following:

- 1) Use Instaphone to transmit Item 10 to local EOCs.
- 2) Record the following on second page of Attachment 2:
  - "Transmitted Item 10 to local EOCs."
  - Date and time transmitted to each local EOC.
- 3) GO TO Step 9.

j) Check State EOC acknowledged message

j) Read Items 1 through 9.

k) Read Items 10 and 11

l) Consult with State EOC Duty Officer to determine desired update message schedule

m) Record following at Item 12:

- Update message schedule
- State EOC Duty Officer's name

8 RECORD DATE AND TIME TRANSMITTAL OF ITEMS TO STATE EOC COMPLETE

CONTINUOUS ACTION PAGE FOR EPIP-2.01

1. REPORT OF EMERGENCY CONDITION CHANGE CRITERIA

WHEN emergency conditions change (e.g., classification, event termination, offsite assistance, site evacuation, worsening prognosis, release of radioactive material, Protective Action Recommendation), THEN do one of the following:

a. IF preparation of a new/revised message will prevent timely transmittal of an initial message reporting an emergency class (i.e., within 15 minutes of classification), THEN do the following:

- 1) Complete transmittal of current message.
- 2) RETURN TO Step 3 to prepare new emergency message.

b. IF new/revised message can be prepared without delaying timely transmittal of an initial message reporting an emergency class, THEN do one the following:

- Update current message to include changed condition(s).
- RETURN TO Step 3 to prepare new emergency message.

2. REPORT OF EMERGENCY UPDATE CRITERIA

WHEN scheduled Report of Emergency to State and Local Governments - DUE, THEN RETURN TO Step 3 to prepare new emergency message.

NOTE: Transmittal of a Report of Emergency to State and Local Governments takes precedence over preparing a new radiological status message, responding to requests for meteorological information and turning-over duties to relief.

3. REPORT OF RADIOLOGICAL STATUS CONDITION CHANGE CRITERIA

WHEN updated Radiological Status report provided by radiological assessment organization, THEN RETURN TO Step 15 to prepare new radiological status message.

4. METEOROLOGICAL INFORMATION REQUEST CRITERIA

IF requested to acquire on-site meteorological information, THEN GO TO Step 19.

5. SHIFT RELIEF OR INTERFACILITY TURNOVER CRITERIA

WHEN shift relief or interfacility turnover occurs, THEN GO TO Step 26.

NUMBER EPIP-2.01	PROCEDURE TITLE NOTIFICATION OF STATE AND LOCAL GOVERNMENTS	REVISION 28
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STEP

ACTION/EXPECTED RESPONSE

RESPONSE NOT OBTAINED

\_\_\_\_ 9 VERIFY ALL LOCAL EOCs ANSWERED  
ACKNOWLEDGEMENT ROLL CALL

IF any EOC(s) did NOT answer roll call, THEN do the following:

- a) Use telephone to call EOC(s) that did not answer.
- b) Refer to the table below for order of priority and list of local EOC phone numbers:

Surry	(757) 294-5264
James City	(757) 566-0112
Isle of Wight	(757) 357-2151 (local) (757) 357-3191 (local)
Williamsburg	(757) 220-2331
Newport News	(757) 247-2578
York	(757) 890-3603

- c) IF State EOC notified, THEN read Items 1 through 9.

IF NO communications with State EOC, THEN read Items 1 through 10.

- d) Record the following on Attachment 2:
  - Method of contact.
  - Reason Instaphone failed (if known).
  - Date and time of contact.

\_\_\_\_ 10 GO TO STEP 12

CONTINUOUS ACTION PAGE FOR EPIP-2.01

1. REPORT OF EMERGENCY CONDITION CHANGE CRITERIA

WHEN emergency conditions change (e.g., classification, event termination, offsite assistance, site evacuation, worsening prognosis, release of radioactive material, Protective Action Recommendation), THEN do one of the following:

- a. IF preparation of a new/revised message will prevent timely transmittal of an initial message reporting an emergency class (i.e., within 15 minutes of classification), THEN do the following:
  - 1) Complete transmittal of current message.
  - 2) RETURN TO Step 3 to prepare new emergency message.
- b. IF new/revised message can be prepared without delaying timely transmittal of an initial message reporting an emergency class, THEN do one the following:
  - Update current message to include changed condition(s).
  - RETURN TO Step 3 to prepare new emergency message.

2. REPORT OF EMERGENCY UPDATE CRITERIA

WHEN scheduled Report of Emergency to State and Local Governments - DUE, THEN RETURN TO Step 3 to prepare new emergency message.

NOTE: Transmittal of a Report of Emergency to State and Local Governments takes precedence over preparing a new radiological status message, responding to requests for meteorological information and turning-over duties to relief.

3. REPORT OF RADIOLOGICAL STATUS CONDITION CHANGE CRITERIA

WHEN updated Radiological Status report provided by radiological assessment organization, THEN RETURN TO Step 15 to prepare new radiological status message.

4. METEOROLOGICAL INFORMATION REQUEST CRITERIA

IF requested to acquire on-site meteorological information, THEN GO TO Step 19.

5. SHIFT RELIEF OR INTERFACILITY TURNOVER CRITERIA

WHEN shift relief or interfacility turnover occurs, THEN GO TO Step 26.

NUMBER EPIP-2.01	PROCEDURE TITLE NOTIFICATION OF STATE AND LOCAL GOVERNMENTS	REVISION 28
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NOTE: Other personnel may assist by making notifications simultaneously using other telephones.

11 SEND REPORT OF EMERGENCY TO STATE AND LOCAL GOVERNMENTS USING ALTERNATIVE MEANS:

- a) Call State EOC:
  - 1) Use DEM ARD (Alternate: (804) 674-2400, ask for EOC Duty Officer)
  - 2) Read entire Attachment 2
  - 3) Record date/time transmittal to State EOC complete
- b) Call each local EOC and read Items 1 through 9:

Surry	(757) 294-5264
James City	(757) 566-0112
Isle of Wight	(757) 357-2151 (local) (757) 357-3191 (local)
Williamsburg	(757) 220-2331
Newport News	(757) 247-2578
York	(757) 890-3603

c) Record date/time transmittal of Items 1 through 9 complete

12 NOTIFY SEM/RM TRANSMITTAL WAS SENT

CONTINUOUS ACTION PAGE FOR EPIP-2.01

1. REPORT OF EMERGENCY CONDITION CHANGE CRITERIA

WHEN emergency conditions change (e.g., classification, event termination, offsite assistance, site evacuation, worsening prognosis, release of radioactive material, Protective Action Recommendation), THEN do one of the following:

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2. REPORT OF EMERGENCY UPDATE CRITERIA

WHEN scheduled Report of Emergency to State and Local Governments - DUE, THEN RETURN TO Step 3 to prepare new emergency message.

NOTE: Transmittal of a Report of Emergency to State and Local Governments takes precedence over preparing a new radiological status message, responding to requests for meteorological information and turning-over duties to relief.

3. REPORT OF RADIOLOGICAL STATUS CONDITION CHANGE CRITERIA

WHEN updated Radiological Status report provided by radiological assessment organization, THEN RETURN TO Step 15 to prepare new radiological status message.

4. METEOROLOGICAL INFORMATION REQUEST CRITERIA

IF requested to acquire on-site meteorological information, THEN GO TO Step 19.

5. SHIFT RELIEF OR INTERFACILITY TURNOVER CRITERIA

WHEN shift relief or interfacility turnover occurs, THEN GO TO Step 26.

<b>NUMBER</b> EPIP-2.01	<b>PROCEDURE TITLE</b> NOTIFICATION OF STATE AND LOCAL GOVERNMENTS	<b>REVISION</b> 28
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STEP	ACTION/EXPECTED RESPONSE	RESPONSE NOT OBTAINED
_____ 13	KEEP ATTACHMENT 2 WITH THIS PROCEDURE	
_____ 14	CHECK IF ITEM 11 ON REPORT OF EMERGENCY TO STATE AND LOCAL GOVERNMENTS INDICATES REPORT OF RADIOLOGICAL CONDITIONS - REQUIRED	GO TO Step 17.

CONTINUOUS ACTION PAGE FOR EPIP-2.01

1. REPORT OF EMERGENCY CONDITION CHANGE CRITERIA

WHEN emergency conditions change (e.g., classification, event termination, offsite assistance, site evacuation, worsening prognosis, release of radioactive material, Protective Action Recommendation), THEN do one of the following:

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3. REPORT OF RADIOLOGICAL STATUS CONDITION CHANGE CRITERIA

WHEN updated Radiological Status report provided by radiological assessment organization, THEN RETURN TO Step 15 to prepare new radiological status message.

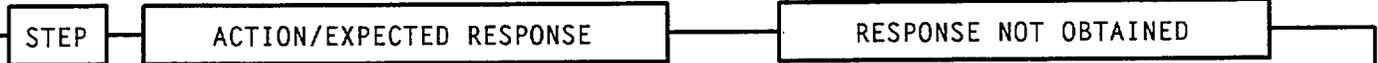
4. METEOROLOGICAL INFORMATION REQUEST CRITERIA

IF requested to acquire on-site meteorological information, THEN GO TO Step 19.

5. SHIFT RELIEF OR INTERFACILITY TURNOVER CRITERIA

WHEN shift relief or interfacility turnover occurs, THEN GO TO Step 26.

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- NOTE:
- The initial Report of Radiological Conditions must be transmitted to the State EOC (or State representatives in the LEOF/CEOF) as soon as possible following the release of radioactive material.
  - Follow-up reports should be issued approximately every 60 minutes or when there are changes in radiological conditions. Time should be measured from time of delivery, time facsimile sent, or time verbal transmittal completed.

15 GET REPORT OF RADIOLOGICAL CONDITIONS FOR THE STATE:

a) Check if either of the following Radiological Status reports available:

- MIDAS Radiological Status report

OR

- EPIP-4.03, DOSE ASSESSMENT TEAM CONTROLLING PROCEDURE, Attachment 1, Radiological Status

b) Get Radiological Status report from radiological assessment organization

c) Check report - COMPLETE

a) IF NO Radiological Status report available, THEN do the following:

1) Determine from radiological assessment organization when report will be available.

2) Notify SEM/RM about delay.

3) WHEN Radiological Status report becomes available, THEN continue in this procedure.

c) IF blank items remain on Radiological Status report, THEN return report to radiological assessment organization for completion.

CONTINUOUS ACTION PAGE FOR EPIP-2.01

1. REPORT OF EMERGENCY CONDITION CHANGE CRITERIA

WHEN emergency conditions change (e.g., classification, event termination, offsite assistance, site evacuation, worsening prognosis, release of radioactive material, Protective Action Recommendation), THEN do one of the following:

- a. IF preparation of a new/revised message will prevent timely transmittal of an initial message reporting an emergency class (i.e., within 15 minutes of classification), THEN do the following:
  - 1) Complete transmittal of current message.
  - 2) RETURN TO Step 3 to prepare new emergency message.
- b. IF new/revised message can be prepared without delaying timely transmittal of an initial message reporting an emergency class, THEN do one the following:
  - Update current message to include changed condition(s).
  - RETURN TO Step 3 to prepare new emergency message.

2. REPORT OF EMERGENCY UPDATE CRITERIA

WHEN scheduled Report of Emergency to State and Local Governments - DUE, THEN RETURN TO Step 3 to prepare new emergency message.

NOTE: Transmittal of a Report of Emergency to State and Local Governments takes precedence over preparing a new radiological status message, responding to requests for meteorological information and turning-over duties to relief.

3. REPORT OF RADIOLOGICAL STATUS CONDITION CHANGE CRITERIA

WHEN updated Radiological Status report provided by radiological assessment organization, THEN RETURN TO Step 15 to prepare new radiological status message.

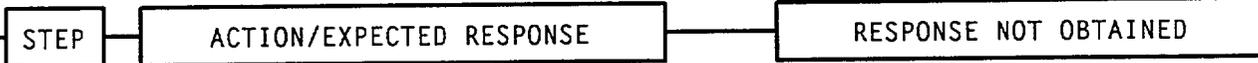
4. METEOROLOGICAL INFORMATION REQUEST CRITERIA

IF requested to acquire on-site meteorological information, THEN GO TO Step 19.

5. SHIFT RELIEF OR INTERFACILITY TURNOVER CRITERIA

WHEN shift relief or interfacility turnover occurs, THEN GO TO Step 26.

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- 16 SEND REPORT OF RADIOLOGICAL CONDITIONS TO THE STATE:
- a) Attach Radiological Status report to Attachment 3
  - b) Follow Attachment 3 Part I, Instructions for Virginia Power/Surry Emergency Communicator
  - c) Check Report of Radiological Conditions to the State - SENT VIA FACSIMILE MACHINE
  - d) Allow 5 minutes for State EOC Duty Officer to verify receipt of message
  - e) Check receipt of message - VERIFIED BY STATE EOC DUTY OFFICER
  - f) Record Date/Time verified on Attachment 3 Part III Item 1
  - g) Notify SEM/RM transmittal - SENT
  - h) Keep Attachment 3 with this procedure
- c) IF Radiological Status report communicated verbally or delivered, THEN GO TO Step 16.g.
  - e) IF receipt of message NOT verified, THEN do the following:
    - 1) Call State EOC on DEM ARD (Alternate: (804) 674-2400).
    - 2) Ask State EOC Duty Officer if message received.
    - 3) IF receipt of message verified, THEN GO TO Step 16.f.

IF message NOT received, THEN do the following:

    - a) Follow Attachment 3 Part I Item 6 instructions.
    - b) GO TO Step 16.g.

CONTINUOUS ACTION PAGE FOR EPIP-2.01

1. REPORT OF EMERGENCY CONDITION CHANGE CRITERIA

WHEN emergency conditions change (e.g., classification, event termination, offsite assistance, site evacuation, worsening prognosis, release of radioactive material, Protective Action Recommendation), THEN do one of the following:

- a. IF preparation of a new/revised message will prevent timely transmittal of an initial message reporting an emergency class (i.e., within 15 minutes of classification), THEN do the following:
  - 1) Complete transmittal of current message.
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2. REPORT OF EMERGENCY UPDATE CRITERIA

WHEN scheduled Report of Emergency to State and Local Governments - DUE, THEN RETURN TO Step 3 to prepare new emergency message.

NOTE: Transmittal of a Report of Emergency to State and Local Governments takes precedence over preparing a new radiological status message, responding to requests for meteorological information and turning-over duties to relief.

3. REPORT OF RADIOLOGICAL STATUS CONDITION CHANGE CRITERIA

WHEN updated Radiological Status report provided by radiological assessment organization, THEN RETURN TO Step 15 to prepare new radiological status message.

4. METEOROLOGICAL INFORMATION REQUEST CRITERIA

IF requested to acquire on-site meteorological information, THEN GO TO Step 19.

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STEP

ACTION/EXPECTED RESPONSE

RESPONSE NOT OBTAINED

NOTE: Follow-up reports of emergency conditions must be provided to State and local governments approximately every 60 minutes (from previous message notification start time) or when there are changes in emergency conditions, unless otherwise agreed upon with the State.

17 CHECK ANY OF THE FOLLOWING MESSAGE UPDATE CONDITIONS - EXISTS:

- Status of any of the following Report of Emergency items - CHANGED:

- Emergency class (including event termination)
- Offsite Assistance Required
- Site Evacuation
- Prognosis Worsening

- Radioactive Release
- Protective Action Recommendation

OR

- Updated Radiological Status report provided by radiological assessment organization

OR

- Follow-up report due IAW schedule established with State EOC Duty Officer

18 RETURN TO APPLICABLE STEP AS INDICATED BELOW:

Report of Emergency to State and Local Governments	RETURN TO Step 3
Report of Radiological Conditions to the State	RETURN TO Step 15

WHEN Report of Emergency message update conditions satisfied, THEN RETURN TO Step 3.

WHEN Report of Radiological Conditions message update conditions satisfied, THEN RETURN TO Step 15.

IF termination message has been sent, THEN GO TO Step 27.

CONTINUOUS ACTION PAGE FOR EPIP-2.01

1. REPORT OF EMERGENCY CONDITION CHANGE CRITERIA

WHEN emergency conditions change (e.g., classification, event termination, offsite assistance, site evacuation, worsening prognosis, release of radioactive material, Protective Action Recommendation), THEN do one of the following:

- a. IF preparation of a new/revised message will prevent timely transmittal of an initial message reporting an emergency class (i.e., within 15 minutes of classification), THEN do the following:
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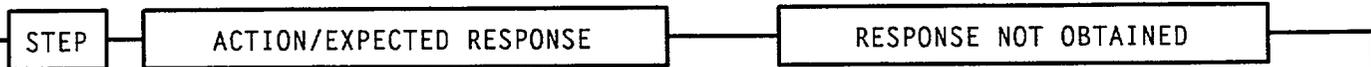
4. METEOROLOGICAL INFORMATION REQUEST CRITERIA

IF requested to acquire on-site meteorological information, THEN GO TO Step 19.

5. SHIFT RELIEF OR INTERFACILITY TURNOVER CRITERIA

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NOTE:

- Data may be obtained from meteorological panel charts (via TSC staff communicating with Control Room when ERFCS not available), ERFCS (group reviews or EMCOMM, activated by typing EMCOMM and pressing the gray button labeled LAST), the computer modem or local data logger (described in 0-AP-20.03, LOSS OF METEOROLOGICAL MONITORING INSTRUMENTATION).

- Both the ERFCS EMCOMM feature and ERFCS Group Review #39, COMERDS-1, Common ERDS Points, contain meteorological information averaged over the previous 15 minutes. ERFCS Group Review #39 presents averaged ambient temperature in degrees Fahrenheit (°F).

\_\_\_\_\_ 19 CHECK ON-SITE METEOROLOGICAL INFORMATION - AVAILABLE

IF on-site data NOT available, THEN do the following:

- Get regional information from one of the following:
  - Company Weather Center: (804) 273-3025.
  - National Weather Service (NWS): (800) 737-8624.
  - Have HP initiate EPIP-4.10, DETERMINATION OF X/Q.
- Give meteorological information to requestor.
- RETURN TO procedure step in effect.

CONTINUOUS ACTION PAGE FOR EPIP-2.01

1. REPORT OF EMERGENCY CONDITION CHANGE CRITERIA

WHEN emergency conditions change (e.g., classification, event termination, offsite assistance, site evacuation, worsening prognosis, release of radioactive material, Protective Action Recommendation), THEN do one of the following:

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  - RETURN TO Step 3 to prepare new emergency message.

2. REPORT OF EMERGENCY UPDATE CRITERIA

WHEN scheduled Report of Emergency to State and Local Governments - DUE, THEN RETURN TO Step 3 to prepare new emergency message.

NOTE: Transmittal of a Report of Emergency to State and Local Governments takes precedence over preparing a new radiological status message, responding to requests for meteorological information and turning-over duties to relief.

3. REPORT OF RADIOLOGICAL STATUS CONDITION CHANGE CRITERIA

WHEN updated Radiological Status report provided by radiological assessment organization, THEN RETURN TO Step 15 to prepare new radiological status message.

4. METEOROLOGICAL INFORMATION REQUEST CRITERIA

IF requested to acquire on-site meteorological information, THEN GO TO Step 19.

5. SHIFT RELIEF OR INTERFACILITY TURNOVER CRITERIA

WHEN shift relief or interfacility turnover occurs, THEN GO TO Step 26.

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\_\_\_\_ 20 GET ON-SITE METEOROLOGICAL INFORMATION AS REQUESTED:

- a) Refer to specified step(s) to acquire requested information:

Temperature	Step 21
Wind Speed	Step 22
Wind Direction	Step 23
Affected Sectors	Steps 23 and 24
Stability Class	Step 25

- b) Give meteorological information to requestor
- c) RETURN TO procedure step in effect

\_\_\_\_ 21 DETERMINE TEMPERATURE:

- a) Get temperature from Main Tower Temperature indicator
- b) Use formula below to convert temperature to °F (if needed):  
 $^{\circ}\text{F} = (^{\circ}\text{C} \times 1.8) + 32$

**NOTE:** Primary source of wind speed is the Main Tower Lower Level indicator. Alternate sources are (1) Backup Tower, and (2) Main Tower Upper Level.

\_\_\_\_ 22 GET WIND SPEED

CONTINUOUS ACTION PAGE FOR EPIP-2.01

1. REPORT OF EMERGENCY CONDITION CHANGE CRITERIA

WHEN emergency conditions change (e.g., classification, event termination, offsite assistance, site evacuation, worsening prognosis, release of radioactive material, Protective Action Recommendation), THEN do one of the following:

- a. IF preparation of a new/revised message will prevent timely transmittal of an initial message reporting an emergency class (i.e., within 15 minutes of classification), THEN do the following:
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WHEN scheduled Report of Emergency to State and Local Governments - DUE, THEN RETURN TO Step 3 to prepare new emergency message.

NOTE: Transmittal of a Report of Emergency to State and Local Governments takes precedence over preparing a new radiological status message, responding to requests for meteorological information and turning-over duties to relief.

3. REPORT OF RADIOLOGICAL STATUS CONDITION CHANGE CRITERIA

WHEN updated Radiological Status report provided by radiological assessment organization, THEN RETURN TO Step 15 to prepare new radiological status message.

4. METEOROLOGICAL INFORMATION REQUEST CRITERIA

IF requested to acquire on-site meteorological information, THEN GO TO Step 19.

5. SHIFT RELIEF OR INTERFACILITY TURNOVER CRITERIA

WHEN shift relief or interfacility turnover occurs, THEN GO TO Step 26.

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STEP

ACTION/EXPECTED RESPONSE

RESPONSE NOT OBTAINED

- NOTE:
- An approximate average wind direction for the previous 15 minutes should be determined.
  - Primary source of wind direction is the Main Tower Lower Level indicator. Alternate sources are (1) Backup Tower, and (2) Main Tower Upper Level.
  - Wind direction is always given as the compass point the wind blows from. Example: Wind direction is from East North East (ENE).

23 GET WIND DIRECTION IN TERMS OF COMPASS POINT WIND BLOWING FROM:

DEGREES	COMPASS POINT	DEGREES	COMPASS POINT	DEGREES	COMPASS POINT
0-11	N	192-214	SSW	350-371	N
12-34	NNE	215-236	SW	372-394	NNE
35-56	NE	237-259	WSW	395-416	NE
57-79	ENE	260-281	W	417-439	ENE
80-101	E	282-304	WNW	440-461	E
102-124	ESE	305-326	NW	461-484	ESE
125-146	SE	327-349	NNW	485-506	SE
147-169	SSE			507-529	SSE
170-191	S			530-540	S

CONTINUOUS ACTION PAGE FOR EPIP-2.01

1. REPORT OF EMERGENCY CONDITION CHANGE CRITERIA

WHEN emergency conditions change (e.g., classification, event termination, offsite assistance, site evacuation, worsening prognosis, release of radioactive material, Protective Action Recommendation), THEN do one of the following:

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3. REPORT OF RADIOLOGICAL STATUS CONDITION CHANGE CRITERIA

WHEN updated Radiological Status report provided by radiological assessment organization, THEN RETURN TO Step 15 to prepare new radiological status message.

4. METEOROLOGICAL INFORMATION REQUEST CRITERIA

IF requested to acquire on-site meteorological information, THEN GO TO Step 19.

5. SHIFT RELIEF OR INTERFACILITY TURNOVER CRITERIA

WHEN shift relief or interfacility turnover occurs, THEN GO TO Step 26.

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NOTE: Affected sectors are recorded using alphabetic designations.

\_\_\_ 24 DETERMINE DOWNWIND SECTORS:

COMPASS POINT	DOWNWIND SECTORS	COMPASS POINT	DOWNWIND SECTORS
N	H - J - K	S	R - A - B
NNE	J - K - L	SSW	A - B - C
NE	K - L - M	SW	B - C - D
ENE	L - M - N	WSW	C - D - E
E	M - N - P	W	D - E - F
ESE	N - P - Q	WNW	E - F - G
SE	P - Q - R	NW	F - G - H
SSE	Q - R - A	NNW	G - H - J

CONTINUOUS ACTION PAGE FOR EPIP-2.01

1. REPORT OF EMERGENCY CONDITION CHANGE CRITERIA

WHEN emergency conditions change (e.g., classification, event termination, offsite assistance, site evacuation, worsening prognosis, release of radioactive material, Protective Action Recommendation), THEN do one of the following:

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3. REPORT OF RADIOLOGICAL STATUS CONDITION CHANGE CRITERIA

WHEN updated Radiological Status report provided by radiological assessment organization, THEN RETURN TO Step 15 to prepare new radiological status message.

4. METEOROLOGICAL INFORMATION REQUEST CRITERIA

IF requested to acquire on-site meteorological information, THEN GO TO Step 19.

5. SHIFT RELIEF OR INTERFACILITY TURNOVER CRITERIA

WHEN shift relief or interfacility turnover occurs, THEN GO TO Step 26.

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STEP

ACTION/EXPECTED RESPONSE

RESPONSE NOT OBTAINED

- NOTE:
- Main Tower Delta T is the preferred source of stability class. Sigma Theta (Backup Tower) is the secondary source.
  - The value closer to "G" should be used if unable to distinguish Delta T or Sigma Theta value.
  - Numerical ranges presented below for Delta T and Sigma Theta are less than the range of the chart recorder and indicator in the Control Room. Indications are not expected to read outside the ranges found on these tables.

25 DETERMINE STABILITY CLASS:

MAIN TOWER DELTA T			BACKUP TOWER SIGMA THETA		
DELTA T (°C)	=	STABILITY CLASS	SIGMA THETA (°)	=	STABILITY CLASS
≤ -0.67	=	A	≥ 22.5	=	A
-0.66 to -0.60	=	B	22.4 to 17.5	=	B
-0.59 to -0.53	=	C	17.4 to 12.5	=	C
-0.52 to -0.18	=	D	12.4 to 7.5	=	D
-0.17 to +0.53	=	E	7.4 to 3.8	=	E
+0.54 to +1.41	=	F	3.7 to 2.1	=	F
> +1.41	=	G	< 2.1	=	G

CONTINUOUS ACTION PAGE FOR EPIP-2.01

1. REPORT OF EMERGENCY CONDITION CHANGE CRITERIA

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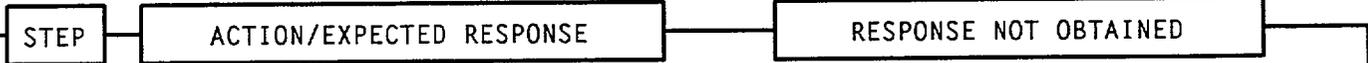
4. METEOROLOGICAL INFORMATION REQUEST CRITERIA

IF requested to acquire on-site meteorological information, THEN GO TO Step 19.

5. SHIFT RELIEF OR INTERFACILITY TURNOVER CRITERIA

WHEN shift relief or interfacility turnover occurs, THEN GO TO Step 26.

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NOTE: Responsibilities may be transferred to relief within a facility or to another facility, e.g., Control Room to TSC, Control Room to LEOF or CEOF, or TSC to LEOF or CEOF.

— 26 TRANSFER RESPONSIBILITY FOR STATE/LOCAL NOTIFICATIONS:

- a) Notify SEM (or RM if in LEOF/CEO)
  - b) Tell relief Emergency Communicator about current event status
  - c) Review most recently completed Attachments 2 and 3 with relief
  - d) Tell relief Emergency Communicator when next notification is due
  - e) Provide this procedure and all attachments or send copies of attachments to relief
  - f) Have relief/turnover recorded in event log
  - g) Check - INTERFACILITY TURNOVER HAS BEEN COMPLETED
- g) RETURN TO step in effect prior to relief.

CONTINUOUS ACTION PAGE FOR EPIP-2.01

1. REPORT OF EMERGENCY CONDITION CHANGE CRITERIA

WHEN emergency conditions change (e.g., classification, event termination, offsite assistance, site evacuation, worsening prognosis, release of radioactive material, Protective Action Recommendation), THEN do one of the following:

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IF requested to acquire on-site meteorological information, THEN GO TO Step 19.

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STEP

ACTION/EXPECTED RESPONSE

RESPONSE NOT OBTAINED

\_\_\_\_ 27 TERMINATE PROCEDURE:

- Give EPIP-2.01, forms and other applicable records to the Control Room STA (TSC Emergency Procedures Coordinator or EOF Services Coordinator)

• Completed by: \_\_\_\_\_

Date: \_\_\_\_\_

Time: \_\_\_\_\_

-END-

NUMBER	ATTACHMENT TITLE	REVISION
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Form Field

Instructions for Preparing Form:

Approval  
(SEM or RM)

Leave blank. (The Station Emergency Manager (SEM) or Recovery Manager (RM) signs/initials this space after message is drafted.)

Message #

Record sequential message number on pages 1 and 2.

A single numbering sequence is used for Reports of Emergency to State and Local Governments (Attachment 2) from the initial classification until the Emergency Plan is exited. The numbering sequence for Reports of Radiological Conditions to the State (Attachment 3) is separate.

Notification  
Start Time

Leave blank. (Enter notification start time when beginning transmittal of the approved message.)

Location

Check off facility from which notification will be made.

Roll Call

Leave blank. (Check off recipients of the emergency message when they answer the roll call.)

- NOTE:
- Information to complete Items 1-2 and 4-7 obtained from SEM/RM.
  - Items 4, 5, 6, 7 and/or 8 are optional for a message reporting initial entry into the Emergency Plan or an emergency class change, including emergency termination and may be checked 'Excluded from this message.'
  - Inclusion of optional items, e.g., Item 6, Evacuation of onsite personnel, should be considered when it can result in avoiding an immediate follow-up message.

Item 1

Emergency Class.

IF message initial or follow-up report, THEN do the following:

- a. Check block for highest applicable emergency class.
- b. Enter time (0001-2400) and date of declaration.

IF initial message is also a termination report, THEN record time of termination in Item 3.

IF message emergency termination report, THEN do the following:

- a. Check Emergency Terminated block.
- b. Complete Items 2, 3 and 9.

NUMBER	ATTACHMENT TITLE	REVISION
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Form Field      Instructions for Preparing Form:

Item 2      Release of radioactive material.

The SEM/RM determines whether a release of radioactive material is occurring, has occurred, has occurred and has been terminated, or is projected to occur based on plant indications and/or consultation with the RAD/RAC. For the purposes of emergency messages, release refers to a radiological release attributable to the emergency event.

Item 3      Remarks / Description of event.

Write Remarks / Description of event in plain language. Avoid technical jargon, abbreviations and acronyms.

Explain any change in the prognosis of situation (Item 7) reported in the previous message.

IF Item 2 indicated a radiological release is occurring or has occurred, THEN remarks should be entered placing the release in context, e.g., release is estimated to be confined to the site, release estimated to be within normal plant limits, site boundary dose rates are below offsite protective action levels.

Avoid repeating Remarks / Description of event from the previous message.

The description should describe current conditions at the time the report approved by the SEM/RM.

Item 4      Assistance requested.

[ ] Excluded from this message may be checked for the initial report of an emergency class only (including termination).

This item documents requests that have been made for on-site assistance from off-site organizations such as from fire departments, rescue squads or law enforcement agencies, including local law enforcement, Virginia State Police, Federal Bureau of Investigation, etc.). This item is NOT for requesting assistance. A check block for other off-site organizations and space to record a description of the off-site organization is provided, e.g., U.S. Department of Energy.

Continue to record requests for assistance until the request has been canceled or off-site assistance has been released. For an ambulance, continue to record request for assistance until the ambulance has been released from the hospital.

NUMBER	ATTACHMENT TITLE	REVISION
EPIP-2.01	INSTRUCTIONS FOR COMPLETING REPORT OF EMERGENCY TO STATE AND LOCAL GOVERNMENTS	28
ATTACHMENT		PAGE
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Form Field

Instructions for Preparing Form:

Item 5

Emergency Response Actions Underway.

Excluded from this message may be checked for the initial report of an emergency class only (including termination).

Check blocks are provided for the following:

Station monitoring teams dispatched offsite (teams may be dispatched for any emergency classification, but dispatch is generally required at the Site Area Emergency and General Emergency classifications)

Station emergency personnel called in (unless special circumstances are involved, station emergency personnel are called-in at an Alert or higher emergency class, but may be called-in for a Notification of Unusual Event)

Other (examples of other emergency response actions include dispatch of damage control teams, relocation of personnel from selected areas, etc.)

Item 6

Evacuation of onsite personnel.

Excluded from this message may be checked for the initial report of an emergency class only (including termination).

The Remote Assembly Area is selected in accordance with EPIP-5.05, SITE EVACUATION.

An "Other" check block is provided in case personnel are evacuated to different location, e.g., local evacuation assembly center.

Early release of personnel, i.e., non-essential personnel are sent home early, is reported in Item 3, Remarks / Description of event.

Continue to record evacuation of onsite personnel until evacuated personnel released from the applicable Remote Assembly Area.

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Form Field

Instructions for Preparing Form:

NOTE: Changes in the prognosis of situation should be explained in Item 3, Remarks / Description of event.

Item 7

Prognosis of situation.

[ ] Excluded from this message may be checked for the initial report of an emergency class only (including termination).

The "Other" check block can be used to provide an indication of anticipated event termination, e.g., emergency will be terminated when unit reaches cold shutdown at or about 1700 hours.

Item 8

Meteorological data.

[ ] Not required may be checked for the initial report of an emergency class only (including termination).

[ ] Not available may be checked when waiting for meteorological information will delay transmission of a message. Efforts to obtain meteorological data from alternative sources should not delay sending emergency messages.

Check [ ] Based on onsite measurements when meteorological information is acquired from onsite instruments.

Onsite measurements may be acquired from any of the following:

- ERFCS EMCOMM feature (15-minute average) (activated by typing EMCOMM and pressing the gray button labeled LAST)
- ERFCS Group Review #39, COMERDS-1, Common ERDS Points (15-minute average)
- Control Room meteorological panel charts (approximate average for previous 15 minutes) (communicate with Control Room staff when ERFCS not available in other facilities)
- 0-AP-20.03, LOSS OF METEOROLOGICAL MONITORING INFORMATION.

[Instructions for Item 8, Meteorological data, continued on following page.]

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Form Field

Instructions for Preparing Form:

Item 8  
[continued]

Meteorological data.

Multiple indications of wind direction and wind speed are available. The priority for using these indications is:

- 1 Main Tower Lower Level
- 2 Backup Tower
- 3 Main Tower Upper Level

Check [ ] Based on offsite regional data when onsite measurements are NOT available. Regional wind speed and wind direction data may be obtained from the following in the order indicated:

- 1 Company Weather Center, (804) 273-3025
- 2 National Weather Service (NWS), (800) 737-8624

Use the following table to convert indicated degree reading to compass point wind blowing from.

DEGREES	COMPASS POINT
0-11 or 350-371	N (NORTH)
12-34 or 372-394	NNE (NORTH NORTHEAST)
35-56 or 395-416	NE (NORTHEAST)
57-79 or 417-439	ENE (EAST NORTHEAST)
80-101 or 440-461	E (EAST)
102-124 or 462-484	ESE (EAST SOUTHEAST)
125-146 or 485-506	SE (SOUTHEAST)
147-169 or 507-529	SSE (SOUTH SOUTHEAST)
170-191 or 530-540	S (SOUTH)
192-214	SSW (SOUTH SOUTHWEST)
215-236	SW (SOUTHWEST)
237-259	WSW (WEST SOUTHWEST)
260-281	W (WEST)
282-304	WNW (WEST NORTHWEST)
305-326	NW (NORTHWEST)
327-349	NNW (NORTH NORTHWEST)

Record wind direction in compass point wind is blowing from.

Record wind speed.

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ATTACHMENT 1		PAGE 6 of 7

Form Field      Instructions for Preparing Form:

Item 9            Emergency Communicator identification.

Enter name of Emergency Communicator.

Roll Call        Leave blank. (Check off recipients of the emergency message when they answer the roll call.)

Message  
Close-Out      Leave blank. (Check off facility from which notification was made and enter date/time after transmitting Items 1-9.)

Item 10         Recommended offsite protective actions.

IF Item 1 indicates the emergency class is a Notification of Unusual Event, Alert or Site Area Emergency, THEN check  None.

IF Item 1 indicates the emergency class is a General Emergency, THEN copy recommended offsite protective action from EPIP-1.06, PROTECTIVE ACTION RECOMMENDATION, Attachment 3, in Item 10.

Item 11         Report of Radiological Conditions.

IF Item 2 indicates a release of radioactive material has NOT occurred and is NOT projected, THEN check  We will not issue a Report of Radiological Conditions.

IF a Report of Radiological Conditions is required AND all the following conditions are met:

- LEOF (or CEOF) - RESPONSIBLE FOR STATE NOTIFICATIONS
- Department of Emergency Management - PRESENT
- Department of Health (Radiological Health Programs) representative - PRESENT

THEN check  We will provide the Report of Radiological Conditions to the State representatives in the LEOF (CEOF).

IF a Report of Radiological Conditions is required AND has to be transmitted to the State EOC, THEN check  We will transmit a Report of Radiological Conditions to the State EOC.

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EPIP-2.01	INSTRUCTIONS FOR COMPLETING REPORT OF EMERGENCY TO STATE AND LOCAL GOVERNMENTS	28
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Form Field

Instructions for Preparing Form:

Item 12

Update schedule and name of State EOC Duty Officer.

Leave blank. (Update schedule and identification of State EOC Duty Officer is determined in consultation with the State EOC Duty Officer after message is transmitted.)

Message  
Close-Out

Leave blank. (Check off facility from which notification was made and enter date/time after transmitting Items 10-12.)

NUMBER	ATTACHMENT TITLE	REVISION
EPIP-2.01	REPORT OF EMERGENCY TO STATE AND LOCAL GOVERNMENTS	28
ATTACHMENT		PAGE
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APPROVAL: (SEM or RM): \_\_\_\_\_; MESSAGE # \_\_\_\_\_; TIME NOTIFICATION STARTED: \_\_\_\_\_

This is Surry Power Station  Control Room  TSC  LEOF  CEOF. Standby for a roll-call followed by an emergency message. Use a Report of Emergency form to copy this message. (Conduct a roll-call and check boxes as each party answers)

Surry County                       State EOC                                       Williamsburg                       York County  
 James City County               Isle of Wight County                       Newport News

The emergency message is as follows: (READ SLOWLY)

Item 1: Emergency Class:

<input type="checkbox"/> Notification of Unusual Event	<input type="checkbox"/> Site Area Emergency	Declared at _____ on _____ (24-hr time)                      (date)
<input type="checkbox"/> Alert	<input type="checkbox"/> General Emergency	

Emergency Terminated

Item 2: Release of radioactive material:

Has NOT occurred and is NOT projected                       Is presently occurring  
 Has occurred and is now terminated                       Is projected to occur

Item 3: Remarks / Description of event: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

NOTE: Items 4 - 8 may be excluded from initial message reporting any emergency class (including termination).

Item 4: Assistance requested:  Excluded from this message  
 None  
 \_\_\_\_ (#) Fire Units from \_\_\_\_\_  
 \_\_\_\_ (#) Police Units from \_\_\_\_\_  
 \_\_\_\_ (#) Rescue Units from \_\_\_\_\_  
 Other \_\_\_\_\_

Item 5: Emergency response actions underway:  Excluded from this message  
 None  
 Station monitoring teams dispatched offsite  
 Station emergency personnel called in  
 Other \_\_\_\_\_

Item 6: Evacuation of onsite personnel:  Excluded from this message  
 No  
 Yes, evacuated to:  Primary Remote Assembly Area  
 Secondary Remote Assembly Area  
 Other \_\_\_\_\_

(ATTACHMENT 2 CONTINUED ON NEXT PAGE)

NUMBER	ATTACHMENT TITLE	REVISION
EPIP-2.01	REPORT OF EMERGENCY TO STATE AND LOCAL GOVERNMENTS	28
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MESSAGE # \_\_\_\_\_

Item 7: Prognosis of situation:  Excluded from this message  
 Improving  Stable  
 Worsening  Other \_\_\_\_\_

Item 8: Meteorological data is:  Excluded from this message  
 Based on onsite measurements;  Based on offsite regional data;  
 Wind direction is from the \_\_\_\_\_;  Wind speed is \_\_\_\_\_ mph  
 Not available

Item 9: This is (name) \_\_\_\_\_/Emergency Communicator.  
Please acknowledge receipt of this message. (Conduct roll-call and check boxes)

Surry County  State EOC  Williamsburg  York County  
 James City County  Isle of Wight County  Newport News

This is Surry Power Station  Control Room  TSC  LEOF  CEOF out at \_\_\_\_\_ on \_\_\_\_\_.  
(24-hr time) (date)

**NOTE:** The remainder of this report is not transmitted when the message reports emergency termination. When transmitted, the following information is for state use only. Transmit to State EOC using the DEM ARD.

This is Surry Power Station  Control Room  TSC  LEOF  CEOF. Continuing the emergency message:

Item 10: Recommended offsite protective actions are:

None

Standard: Evacuate 360° from  0  miles to  5  miles.

Expanded:

Evacuate 360° from  0  miles to  5  miles.  
 Evacuate 360° from  5  miles to \_\_\_\_\_ miles.  
 Evacuate sectors \_\_\_\_\_ from \_\_\_\_\_ miles to \_\_\_\_\_ miles.  
 Shelter 360° from \_\_\_\_\_ miles to \_\_\_\_\_ miles.  
 Shelter sectors \_\_\_\_\_ from \_\_\_\_\_ miles to \_\_\_\_\_ miles.  
 Shelter unaffected sectors from \_\_\_\_\_ miles to \_\_\_\_\_ miles.

Item 11:  We will transmit a Report of Radiological Conditions to the State EOC.  
 We will provide the Report of Radiological Conditions to the State representatives in the LEOF (CEOF).  
 We will not issue a Report of Radiological Conditions.

Item 12: Update schedule:  60 minute;  Other \_\_\_\_\_

Name of State EOC Duty Officer: \_\_\_\_\_

This is Surry Power Station  Control Room  TSC  LEOF  CEOF out at \_\_\_\_\_ on \_\_\_\_\_.  
(24-hr time) (date)

NUMBER	ATTACHMENT TITLE	REVISION
EPIP-2.01 ATTACHMENT	REPORT OF RADIOLOGICAL CONDITIONS TO THE STATE	28
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**PART I. Instructions for Surry Emergency Communicator:**

1. Check name of facility: [ ] Control Room [ ] TSC [ ] Local EOF [ ] Central EOF

2. Record Message #: \_\_\_ Communicator's name: \_\_\_\_\_ Call-back #: ( \_\_\_ ) - \_\_\_\_\_

3. Check which report is attached and record the report number and run time (as appropriate):

\_\_\_ MIDAS Radiological Status computer printout (2 pages) Report # \_\_\_ Run Time \_\_\_  
 \_\_\_ Radiological Status attachment from EPIP-4.03 (1 page) Report # \_\_\_

4. Have Station Emergency Manager (SEM) / Recovery Manager (RM) approve transmittal:

APPROVED FOR TRANSMITTAL: \_\_\_\_\_ (SEM / RM initials) DATE: \_\_\_ / \_\_\_ / \_\_\_ TIME: \_\_\_ : \_\_\_

5. IF report can be delivered to both VDES AND VDH staff in EOF, THEN GO TO PART I, ITEM 6.  
IF report will be sent by facsimile, THEN notify State EOC Report of Radiological Conditions will be sent by facsimile (Use DEM ARD or (804) 674-2400) and request receipt confirmation.

6. Deliver report to both VDEM AND VDH staff in EOF:

- a. Date/Time Message Delivered to VDEM Representative in Local/Central EOF: \_\_\_ / \_\_\_ / \_\_\_ : \_\_\_
- b. Date/Time Message Delivered to VDH Representative in Local/Central EOF: \_\_\_ / \_\_\_ / \_\_\_ : \_\_\_
- c. Record N/A by Part II and Part III below.

IF report will be sent by facsimile, THEN ask facsimile machine operator to transmit this message.

IF transmittal of report by facsimile NOT achievable, THEN do the following:

- a. Notify State EOC using DEM ARD or call (804) 674-2400
- b. Identify yourself and your location
- c. Ask EOC Duty Officer to use a Report of Radiological Conditions form to copy message
- d. Read the attached report
- e. Record when message transmittal completed: Date/Time Message Completed: \_\_\_ / \_\_\_ / \_\_\_ : \_\_\_
- f. Record N/A by Part II and Part III below.

**PART II. Instructions for Facsimile Machine Operator:**

1. Record Facsimile Operator's name : \_\_\_\_\_ Date/Time Sent: \_\_\_ / \_\_\_ / \_\_\_ : \_\_\_

2. Transmit this message to State EOC facsimile machine (804) 674-2419.  
IF facsimile transmission NOT successful, THEN RETURN message to Emergency Communicator.

3. Return original report to State and Local Emergency Communicator.

**PART III. Instructions for State EOC Duty Officer:**

1. Notify Surry Emergency Communicator report received. Date/Time Verified: \_\_\_ / \_\_\_ / \_\_\_ : \_\_\_  
 (Use DEM ARD or see PART I, Item 2 above for call-back number). Receipt Verification

2. Forward message to EOC Operations Officer for distribution to State Radiological Health Programs and Information & Planning representatives.

Level 2 Distribution

This document should be verified and annotated to a controlled source as required to perform work.

WIRGINIA POWER  
SURREY POWER STATION  
EMERGENCY PLAN IMPLEMENTING PROCEDURE

NUMBER EPIP-4.29	PROCEDURE TITLE TSC/LEOF RADIATION MONITORING SYSTEM  (With 2 Attachments)	REVISION 10
		PAGE 1 of 27

PURPOSE

To activate and operate the TSC/LEOF Radiation Monitoring System.

ENTRY CONDITIONS

Any one of the following:

1. Activation by the Radiological Assessment Director.
2. Activation by the Dose Assessment Team.
3. Activation by the Radiological Assessment Coordinator.
4. Activation by the Radiation Protection Supervisor.
5. Activation by another EPIP.

Approvals on File

Effective Date 09/05/01  
RAW

NUMBER EPIP-4.29	PROCEDURE TITLE TSC/LEOF RADIATION MONITORING SYSTEM	REVISION 10 <hr/> PAGE 2 of 27
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STEP	ACTION/EXPECTED RESPONSE	RESPONSE NOT OBTAINED
_____ 1	INITIATE PROCEDURE: <ul style="list-style-type: none"> <li>• By: _____</li> <li>  Date: _____</li> <li>  Time: _____</li> </ul>	
_____ 2	GET DRAWER KEY FROM STORAGE LOCATION <ul style="list-style-type: none"> <li>• TSC - TSC Admin Locker</li> <li>• LEOF - LEOF Admin Locker</li> </ul>	

NUMBER EPIP-4.29	PROCEDURE TITLE TSC/LEOF RADIATION MONITORING SYSTEM	REVISION 10 <hr/> PAGE 3 of 27
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STEP

ACTION/EXPECTED RESPONSE

RESPONSE NOT OBTAINED

\*\*\*\*\*

CAUTION: Do not bend or twist the high voltage power cables during sample change out.

\*\*\*\*\*

\_\_\_ 3 INSTALL PARTICULATE AND IODINE SAMPLES:

- a) Refer to Attachment 1 for location of sample holders
- b) Remove hold down bar
- c) Disconnect detector cable from Channel 2 (Channel 2: Front left, bottom of skid; detector cable must be disconnected to enable sample load or changeout)
- d) Disconnect PWR SIG from Channels 1 and 3 (Channel 1: Left side interior rear of skid; Channel 3: Rear of skid exterior right side)
- e) Use lever to remove sample plugs (remove cap on plug as necessary)
- f) Assure particulate and iodine filters in place
- g) Restore hold down bar
- h) Reconnect detector cable to Channel 2
- i) Reconnect PWR SIG to Channels 1 and 3

NUMBER EPIP-4.29	PROCEDURE TITLE TSC/LEOF RADIATION MONITORING SYSTEM	REVISION 10
		PAGE 4 of 27

STEP	ACTION/EXPECTED RESPONSE	RESPONSE NOT OBTAINED
_____ 4	ASSURE CALIBRATE AND MAINTENANCE TOGGLE SWITCHES ON BOTTOM FRONT PANEL DOWN (OFF)	
_____ 5	OPEN DRAWER: a) Unlock drawer b) Turn black knob on drawer assembly counterclockwise c) Pull drawer out d) Set laptop on top of PING 3B	
_____ 6	VERIFY AC ADAPTOR CONNECTED TO LAPTOP	Connect AC adaptor to laptop.
_____ 7	CONNECT COMMUNICATION CABLES: a) Connect Laptop Communication Cable to rear of double-port on the <u>side</u> of the laptop (arrow on connector cable indicates correct side of double-port) b) Connect PING-3B Communication Cable to port on left side of PING 3B (Refer to diagram at Attachment 1)	
_____ 8	TURN ON LAPTOP COMPUTER (on/off push-button centered at top of keyboard)	
_____ 9	VERIFY WINDOWS DESKTOP SCREEN APPEARS ON LAPTOP	<u>IF</u> password prompt appears, <u>THEN</u> press ESC key.

NUMBER EPIP-4.29	PROCEDURE TITLE TSC/LEOF RADIATION MONITORING SYSTEM	REVISION 10
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STEP	ACTION/EXPECTED RESPONSE	RESPONSE NOT OBTAINED
10	OPEN (DOUBLE CLICK ON) pt4vepcoal ICON	
	<u>NOTE:</u> It is normal to receive a "communications error" when initiating forced communications.	
11	INITIATE FORCED COMMUNICATIONS BETWEEN LAPTOP AND PING-3B:	
	a) Select "Display Current Readings" from main screen (Portable Terminal (PT 4 VEPCO) V1.01)	
	b) Press ENTER key	
	c) Allow channel display to complete (Channels 1-9, 14 and 15)	
	d) Press F3 key (exits to main screen)	
12	VERIFY COMMUNICATIONS ESTABLISHED:	<u>IF</u> communications <u>NOT</u> established, <u>THEN</u> ask for Instrument Technician from OSC to assess condition.
	a) Select "Display Current Readings" at main screen	
	b) Press ENTER key ("polling" indication should be displayed and blinking; blinking indicates data is being acquired and verifies communications has been established)	
	c) Press F3 key (exits to main screen)	

NUMBER EPIP-4.29	PROCEDURE TITLE TSC/LEOF RADIATION MONITORING SYSTEM	REVISION 10
		PAGE 6 of 27

STEP	ACTION/EXPECTED RESPONSE	RESPONSE NOT OBTAINED
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NOTE: The blue beacon may illuminate during system start-up (due to low flow). Disregard and continue with the instructions.

13 START SYSTEM PUMP:

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>a) Verify Main Screen - DISPLAYED</li> <li>b) Move cursor to 'SEND COMMAND'</li> <li>c) Press ENTER key</li> <li>d) Toggle over to 'STANDBY' option</li> <li>e) Press F1 key (selects command)</li> <li>f) Move cursor to 'OFF'</li> <li>g) Press ENTER key (starts pump)</li> <li>h) Verify pump - STARTS</li> </ul> | <ul style="list-style-type: none"> <li>a) Press F3 key.</li> </ul>   |
| <ul style="list-style-type: none"> <li>i) Press F3 key (returns user to Main Screen)</li> </ul>  | <ul style="list-style-type: none"> <li>h) <u>IF</u> pump does <u>NOT</u> start, <u>THEN</u> do the following: <ul style="list-style-type: none"> <li>1) RETURN TO Step 13.a and attempt to start pump again.</li> <li>2) <u>IF</u> pump does <u>NOT</u> start after second attempt, <u>THEN</u> ask for Instrument Technician from OSC to assess condition.</li> </ul> </li> </ul> |

NUMBER EPIP-4.29	PROCEDURE TITLE TSC/LEOF RADIATION MONITORING SYSTEM	REVISION 10 <hr/> PAGE 7 of 27
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STEP

ACTION/EXPECTED RESPONSE

RESPONSE NOT OBTAINED

NOTE: During monitor start-up or filter/charcoal changeout, displayed data may be flagged "MAINT" until statistically significant counts (256 counts) or 10 to 20 minutes have elapsed. During this period, the Display III Panel may indicate the data to be "NORMAL". This condition is normal.

\_\_\_\_ 14 DO MONITOR STATUS CHECK:

a) Allow approximately 5 minutes for flow and pressure parameters to stabilize:

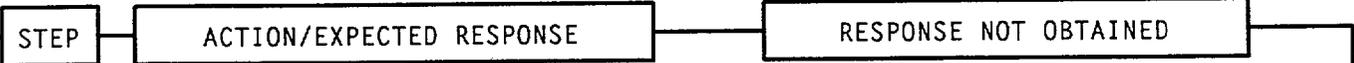
- Flow: 55 to 65 lpm (PING 3B Display III Panel: Channel 15)
- Pressure: 9.5 to 12.8 psia (PING 3B Display III Panel: Channel 14)

b) Clear System Alarms:

- |  |  |
|--|--|
| <ol style="list-style-type: none"> <li>1) Verify Main Screen - DISPLAYED</li> <li>2) Move cursor to 'SEND COMMAND'</li> <li>3) Press ENTER key</li> <li>4) Move cursor to 'ALARM CLEAR'</li> <li>5) Press F1 key</li> <li>6) Press ENTER key</li> <li>7) Press F3 key</li> </ol> | <ol style="list-style-type: none"> <li>1) Press F3 key.</li> </ol> |
|--|--|

(STEP 14 CONTINUED ON NEXT PAGE)

NUMBER EPIP-4.29	PROCEDURE TITLE TSC/LEOF RADIATION MONITORING SYSTEM	REVISION 10
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14 DO MONITOR STATUS CHECK: (Continued)

c) Compare computer display with digital LED status on Display III Panel:

- 1) Move cursor to 'DISPLAY CURRENT READINGS' on Main Screen
- 2) Press ENTER key
- 3) Use thumbwheel on the Display III Panel to select proper channel
- 4) LED lights on Display III Panel indicate the following:

<u>LED</u>	<u>STATUS</u>
N	NORMAL
M	MAINTENANCE/CALIBRATE/CHECKSOURCE
F	FAIL EXTERNAL HI/LOW
T	TREND ALARM
A	ALERT ALARM
H	HI ALARM

5) Verify Display III panel status matches computer screen indications

5) IF indications differ for reasons other than those described in note prior to Step 14, THEN ask for Instrument Technician from OSC to assess condition.

IF difference NOT resolved, THEN consult with RAD/RAC for direction on continued use of system.

d) Press F3 key (returns user to Main Screen)

NUMBER EPIP-4.29	PROCEDURE TITLE TSC/LEOF RADIATION MONITORING SYSTEM	REVISION 10
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STEP	ACTION/EXPECTED RESPONSE	RESPONSE NOT OBTAINED
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NOTE: It is normal to receive a "communications error" when initiating forced communications.

\_\_\_\_ 15 START TOTAL SAMPLE FLOW:

- |   |                   |
|---|-------------------|
| a) Verify one of the following conditions:  | a) GO TO Step 16. |
| <ul style="list-style-type: none"> <li>• Initial system start-up sequence</li> <li>• System restarted following particulate/iodine sample change-out</li> </ul> |                   |
| b) Verify Main Screen - DISPLAYED   | b) Press F3 key.  |
| c) Move cursor to 'FLOW INFORMATION' on Main Screen   |                   |
| d) Press ENTER key  |                   |

(STEP 15 CONTINUED ON NEXT PAGE)

NUMBER EPIP-4.29	PROCEDURE TITLE TSC/LEOF RADIATION MONITORING SYSTEM	REVISION 10
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STEP	ACTION/EXPECTED RESPONSE	RESPONSE NOT OBTAINED
15	START TOTAL SAMPLE FLOW: (Continued)	
	<p>e) Initiate sample flow:</p> <ol style="list-style-type: none"> <li>1) Press ENTER key when "Reset particulate flow" is highlighted</li> <li>2) Press ENTER key when "Reset invalid times" is highlighted</li> <li>3) Press ENTER key when "Reset time" is highlighted</li> <li>4) Press ENTER key when "Reset noble gas flow" is highlighted</li> <li>5) Press ENTER key when "Request field data" is highlighted</li> <li>6) Press F2 key to exit</li> </ol>	<p>e) <u>IF</u> communications error displayed, <u>THEN</u> do the following:</p> <ol style="list-style-type: none"> <li>1) Initiate forced communications between laptop and PING-3B: <ol style="list-style-type: none"> <li>a) Select "Display Current Readings" from main screen (Portable Terminal (PT 4 VEPCO) V1.01).</li> <li>b) Press ENTER key.</li> <li>c) Allow channel display to complete (Channels 1-9, 14 and 15).</li> <li>d) Press F3 key (exits to main screen).</li> </ol> </li> <li>2) Verify communications established. <ol style="list-style-type: none"> <li>a) Select "Display Current Readings" at main screen.</li> <li>b) Press ENTER key.</li> <li>c) Press F3 key (exits to main screen).</li> </ol> <p><u>IF</u> communications <u>NOT</u> established, <u>THEN</u> ask for Instrument Technician from OSC to assess condition.</p> </li> <li>3) RETURN TO Step 15.b.</li> </ol>

NUMBER EPIP-4.29	PROCEDURE TITLE TSC/LEOF RADIATION MONITORING SYSTEM	REVISION 10
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STEP	ACTION/EXPECTED RESPONSE	RESPONSE NOT OBTAINED
	<p><u>NOTE:</u></p> <ul style="list-style-type: none"> <li>• Samples should be changed out periodically (after approximately 4 hours) or when particulate (Channel 1) or iodine (Channel 3) is in alarm.</li> <li>• Standard HP practices should be used for handling potentially contaminated samples when performing Step 16.</li> </ul>	
16	CHECK SAMPLE CHANGE OUT - REQUIRED:	GO TO Step 17.
	a) Stop pump	
	1) Verify Main Screen - DISPLAYED	1) Press F3 key.
	2) Move cursor to 'SEND COMMANDS' on Main Screen	
	3) Press ENTER key	
	4) Move cursor to 'STANDBY' option	
	5) Press F1 key	
	6) Move cursor to 'ON'	
	7) Press ENTER key (stops pump)	
	b) Verify pump - STOPS	b) <u>IF</u> pump does <u>NOT</u> stop, <u>THEN</u> do the following:
		1) RETURN TO Step 16.a and attempt to stop pump again.
		2) <u>IF</u> pump does <u>NOT</u> stop after second attempt, <u>THEN</u> ask for Instrument Technician from OSC to assess condition.
	c) Refer to Attachment 1 for sample location	
	d) Remove sample hold down bar (STEP 16 CONTINUED ON NEXT PAGE)	

NUMBER EPIP-4.29	PROCEDURE TITLE TSC/LEOF RADIATION MONITORING SYSTEM	REVISION 10
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STEP	ACTION/EXPECTED RESPONSE	RESPONSE NOT OBTAINED
16	CHECK SAMPLE CHANGE OUT - REQUIRED: (Continued)	
	e) Disconnect detector cable from Channel 2 (Channel 2: Front left, bottom of skid; detector cable must be disconnected to enable sample load or changeout)	
	f) Disconnect PWR SIG from Channels 1 and 3 (Channel 1: Left side interior rear of skid; Channel 3: Rear of skid exterior right side)	
	g) Use lever to remove sample plugs	
	h) Replace particulate and iodine samples	
	i) Restore sample plugs and hold down bar	
	j) Reconnect detector cable to Channel 2	
	k) Reconnect PWR SIG to Channels 1 and 3	
	l) Press F3 key (returns user to Main Screen)	
(STEP 16 CONTINUED ON NEXT PAGE)		

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STEP	ACTION/EXPECTED RESPONSE	RESPONSE NOT OBTAINED
16	CHECK SAMPLE CHANGE OUT - REQUIRED: (Continued)	
	m) Start pump	
	1) Verify Main Screen - DISPLAYED	1) Press F3 key.
	2) Move cursor to 'SEND COMMANDS' on Main Screen	
	3) Press ENTER key	
	4) Move cursor to 'STANDBY' option	
	5) Press F1 key	
	6) Move cursor to 'OFF'	
	7) Press ENTER (starts pump)	
	n) Verify pump - STARTS	n) <u>IF</u> pump does <u>NOT</u> start, <u>THEN</u> do the following:
		1) RETURN TO Step 16.m and attempt to start pump again.
		2) <u>IF</u> pump does <u>NOT</u> start after second attempt, <u>THEN</u> ask for Instrument Technician from OSC to assess condition.
	o) Press F3 key (returns to Main Screen)	
(STEP 16 CONTINUED ON NEXT PAGE)		

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STEP	ACTION/EXPECTED RESPONSE	RESPONSE NOT OBTAINED
16	<p>CHECK SAMPLE CHANGE OUT - REQUIRED: (Continued)</p> <p>p) Allow 5 minutes for flow and pressure parameters to stabilize:</p> <ul style="list-style-type: none"> <li>• Flow: 55 to 65 lpm (PING 3B Display III Panel: Channel 15)</li> <li>• Pressure: 9.5 to 12.8 psia (PING 3B Display III Panel: Channel 14)</li> </ul> <p>q) Clear System Alarms:</p> <ol style="list-style-type: none"> <li>1) Verify Main Screen - DISPLAYED</li> <li>2) Move cursor to 'SEND COMMAND'</li> <li>3) Press ENTER key</li> <li>4) Move cursor to 'ALARM CLEAR'</li> <li>5) Press F1 key</li> <li>6) Press ENTER key</li> <li>7) Press F3 key (returns user to Main Screen)</li> </ol> <p>r) RETURN TO Step 15 to initialize sample flow and use flow data for sample analysis</p>	<p>1) Press F3 key.</p>

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STEP	ACTION/EXPECTED RESPONSE	RESPONSE NOT OBTAINED
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\_\_\_\_ 17 MONITOR SYSTEM OPERATION:

- |   |   |
|---|---|
| <p>a) Check emergency - CONTINUES</p> <p>b) Check current sample run - CONTINUES</p> <p>c) RETURN TO Note prior to Step 14 when a periodic status check needed</p> <p>d) Verify the following:</p> <ul style="list-style-type: none"> <li>• Visual indicators (blue and red beacons) on remote indicator - OFF</li> <li>• visual indicators (blue and red beacons) EC-4s - OFF</li> <li>• Alarm status - NO ALARMS</li> </ul> <p>e) RETURN TO Step 17.a</p> | <p>a) GO TO Step 24.</p> <p>b) <u>IF</u> particulate/iodine sample to be changed, <u>THEN</u> RETURN TO Step 16.</p> <p>d) Refer to Attachment 2 to determine appropriate response.</p> |
|---|---|

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STEP	ACTION/EXPECTED RESPONSE	RESPONSE NOT OBTAINED
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NOTE: Monitor will remain in alarm until display is less than setpoint.

- 18 DO CHECK OF HIGH/ALERT ALARM STATUS:
- a) Verify Main Screen - DISPLAYED
  - b) Move cursor to 'DISPLAy CURRENT READINGS'
  - c) Press ENTER key
  - d) Turn thumbwheel on Display III Panel to channel in alarm
  - e) Review display data
  - f) Do monitoring or take grab sample to check validity of alarm

a) Press F3 key.

(STEP 18 CONTINUED ON NEXT PAGE)

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STEP	ACTION/EXPECTED RESPONSE	RESPONSE NOT OBTAINED
18	DO CHECK OF HIGH/ALERT ALARM STATUS: (Continued)	
	g) Acknowledge alarm:	
	1) Push Alarm Acknowledgement pushbutton on the PING-3B Display III panel	
	2) Push Alarm Acknowledge pushbutton on the Remote Indicator (RIE)	
	3) Check if alarm cleared	3) <u>IF</u> alarm <u>NOT</u> cleared, <u>THEN</u> do the following:  a) Push Alarm Acknowledge on EC-4 monitor.  b) Push High Alarm Reset on EC-4 monitor.  c) <u>IF</u> EC-4 alarm status continues and is validated by a Beta and Gamma dose rate survey, <u>THEN</u> GO TO Step 23.
	h) Check Channel 1 or 3 in Alarm	h) GO TO Step 18.j.
	i) RETURN TO Step 16 to change sample	
	j) Verify alarm clears	j) GO TO Step 23.
	k) Check alarm status - NO ALARMS	k) Refer to Attachment 2 to determine appropriate response.
	l) RETURN TO Note prior to Step 14	

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STEP	ACTION/EXPECTED RESPONSE	RESPONSE NOT OBTAINED
_____ 19	DO MAINTENANCE STATUS CHECK:	
	a) Verify all toggle switches on bottom front panel OFF (down)	a) Place all toggle switches on bottom front panel in OFF (down) position.
	b) Verify maintenance clear by viewing 'CURRENT READINGS' from computer screen	b) <u>IF</u> maintenance <u>NOT</u> clear, <u>THEN</u> verify Display III Panel LED light normal for channel of interest:  1) Use thumbwheel to select channel.  2) Allow 20 minutes for channel to obtain significant number of counts.  <u>IF</u> channel remains in "MAINT" for more than 20 minutes, <u>THEN</u> GO TO Step 23.
	c) Check alarm status - NO ALARMS	c) Refer to Attachment 2 to determine appropriate response.
	d) RETURN TO Note prior to Step 14	
_____ 20	DO CALIBRATE STATUS CHECK:	
	a) Turn calibrate switch on bottom front panel OFF (down)	
	b) Verify computer indicates channels are out of calibrate status	b) GO TO Step 23.
	c) Check alarm status - NO ALARMS	c) Refer to Attachment 2 to determine appropriate response.
	d) RETURN TO Note prior to Step 14	

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STEP	ACTION/EXPECTED RESPONSE	RESPONSE NOT OBTAINED
_____ 21	DO EXTERNAL FAIL STATUS CHECK:	
	a) Verify pump operational	a) <u>IF</u> pump does <u>NOT</u> start, <u>THEN</u> push Display III pushbutton to turn pump ON.
		<u>IF</u> pump does <u>NOT</u> start, <u>THEN</u> GO TO Step 23.
	b) Clear System Alarms:	
	1) Assure Main Screen - DISPLAYED	
	2) Move cursor to 'SEND COMMAND'	
	3) Press ENTER key	
	4) Move cursor to 'ALARM CLEAR'	
	5) Press F1 key	
	6) Press ENTER key	
	7) Press F3 key (returns user to Main Screen)	
	c) Verify computer indicates Channels 1, 2, 3, 5, 7, and 15 are normal status	c) GO TO Step 23.
	d) Check alarm status - NO ALARMS	d) Refer to Attachment 2 to determine appropriate response.
	e) RETURN TO Note prior to Step 14	

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STEP	ACTION/EXPECTED RESPONSE	RESPONSE NOT OBTAINED
_____ 22	DO LOW FAIL STATUS CHECK:	
	a) Check Channels 2, 4 or 8 fail low:	a) GO TO Step 22.b.
	1) Verify Main Screen - DISPLAYED	1) Press F3 key.
	2) Move cursor to 'RETRIEVE HISTORY DATA' option	
	3) Press ENTER key	
	4) Enter channel # (2, 4 or 8)	
	5) Press ENTER key	
	6) Move cursor to '10 MINUTE' option	
	7) Press ENTER key	
	8) Verify that the 24 10-minute averages are less than or equal to 0.1 cpm	8) <u>IF</u> averages GREATER THAN 0.1 cpm, <u>THEN</u> GO TO Step 23.
	9) Press F3 key (returns user to Main Screen)	
	10) Check alarm status - NO ALARMS	10) Refer to Attachment 2 to determine appropriate response.
	11) RETURN TO Note prior to Step 14	
(STEP 22 CONTINUED ON NEXT PAGE)		

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STEP	ACTION/EXPECTED RESPONSE	RESPONSE NOT OBTAINED
22	DO LOW FAIL STATUS CHECK: (Continued)	
	b) Check Channels 1, 3, 5, 6, or 9 fail low:	b) GO TO Step 22.c.
	1) Set thumbwheel switch on the Display III panel to the proper channel (1, 3, 5, 6, or 9)	
	a) Push checksource button on Display III panel to activate source	
	b) Verify the following:	b) GO TO Step 23.
	1. Computer indicates unit in checksource mode	
	2. The "M" LED turns ON for desired channel	
	3. Computer indicates response (768 counts must elapse)	
	4. Unit exits checksource mode and clears alarms	
	2) Check alarm status - NO ALARMS	2) Refer to Attachment 2 to determine appropriate response.
	3) RETURN TO Note prior to Step 14	
	c) Check Channel 7 fails low (midrange gas Channel 7 has no checksource)	c) GO TO Step 22.e.
	d) Ask for Instrument Technician from OSC to assess problem	
	(STEP 22 CONTINUED ON NEXT PAGE)	

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STEP	ACTION/EXPECTED RESPONSE	RESPONSE NOT OBTAINED
22	DO LOW FAIL STATUS CHECK: (Continued)  e) Check Channels 14 or 15 fail low	e) <u>IF</u> NO other alarms, <u>THEN</u> RETURN TO Note prior to Step 17.  <u>IF</u> other alarms, <u>THEN</u> refer to Attachment 2 to determine appropriate response.
23	DETERMINE IF OPERATION OF PING-3B IS TO BE CONTINUED:  a) Consult with RAD/RAC  b) Evaluate parameter failure/alarm (Ask for Instrument Technician from OSC to assess PING parameter failure/alarm condition)  c) Check system to be secured	c) <u>IF</u> RAD/RAC directs continued system operation, <u>THEN</u> do the following:  1) RETURN TO step in effect.  2) Continue in accordance with RAD/RAC instructions.

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STEP	ACTION/EXPECTED RESPONSE	RESPONSE NOT OBTAINED
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\_\_\_\_\_ 24 SECURE SYSTEM:

a) Stop pump

- 1) Assure Main Screen -  
DISPLAYED (Portable Terminal  
(PT 4 VEPCO) V1.01)
- 2) Move cursor to 'SEND  
COMMANDS' on Main Screen
- 3) Press ENTER key
- 4) Move cursor to 'STANDBY'  
option
- 5) Press F1 key
- 6) Move cursor to 'ON'
- 7) Press ENTER key (stops pump)

b) Verify pump - STOPS

b) IF pump does NOT stop, THEN do the following:

- 1) RETURN TO Step 24.a and attempt to stop pump again.
- 2) IF pump does NOT stop after second attempt, THEN ask for Instrument Technician from OSC to assess condition.

(STEP 24 CONTINUED ON NEXT PAGE)

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STEP	ACTION/EXPECTED RESPONSE	RESPONSE NOT OBTAINED
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24 SECURE SYSTEM: (Continued)

c) Shut down program

1) Press F3 key to return to Main Screen

2) Press F3 key to quit program

3) Enter Y (for YES) when 'DO YOU WANT TO QUIT' prompt appears

4) Shut down laptop computer (follow normal Windows shutdown process: Start, Shutdown, OK)

5) Verify laptop screen blank

5) IF Windows screen remains displayed on laptop, THEN press and hold on/off key until display disappears (may take several seconds).

(STEP 24 CONTINUED ON NEXT PAGE)

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STEP	ACTION/EXPECTED RESPONSE	RESPONSE NOT OBTAINED
24	<p>SECURE SYSTEM: (Continued)</p> <p>d) Store cables and laptop</p> <ol style="list-style-type: none"> <li>1) Remove communications cable from port on left side of PING-3B unit</li> <li>2) Store PING-3B communications cable in drawer with communications hub</li> <li>3) Remove communications cable from port on laptop computer (pinch connection)</li> <li>4) Store laptop communications cable in drawer with communications hub</li> <li>5) Store laptop in drawer (with AC adaptor connector in place - as found condition) on laptop computer</li> <li>6) Lock drawer</li> </ol> <p>e) Place key in normal storage location</p> <ul style="list-style-type: none"> <li>• TSC - TSC Admin Locker</li> <li>• LEOF - LEOF Admin Locker</li> </ul>	
(STEP 24 CONTINUED ON NEXT PAGE)		

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STEP	ACTION/EXPECTED RESPONSE	RESPONSE NOT OBTAINED
24	SECURE SYSTEM: (Continued)	
	f) Restore charcoal and particulate filter:	
	1) Refer to Attachment 1 for sample location	
	2) Remove sample hold down bar	
	3) Disconnect detector cable from Channel 2 (Channel 2: Front left, bottom of skid; detector cable must be disconnected to enable sample load or changeout)	
	4) Disconnect PWR SIG from Channels 1 and 3 (Channel 1: Left side interior rear of skid; Channel 3: Rear of skid exterior right side)	
	5) Use lever to remove sample plugs	
	6) Replace particulate and iodine samples	
	7) Restore sample plugs and hold down bar	
	8) Reconnect detector cable to Channel 2	
	9) Reconnect PWR SIG to Channels 1 and 3	

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STEP

ACTION/EXPECTED RESPONSE

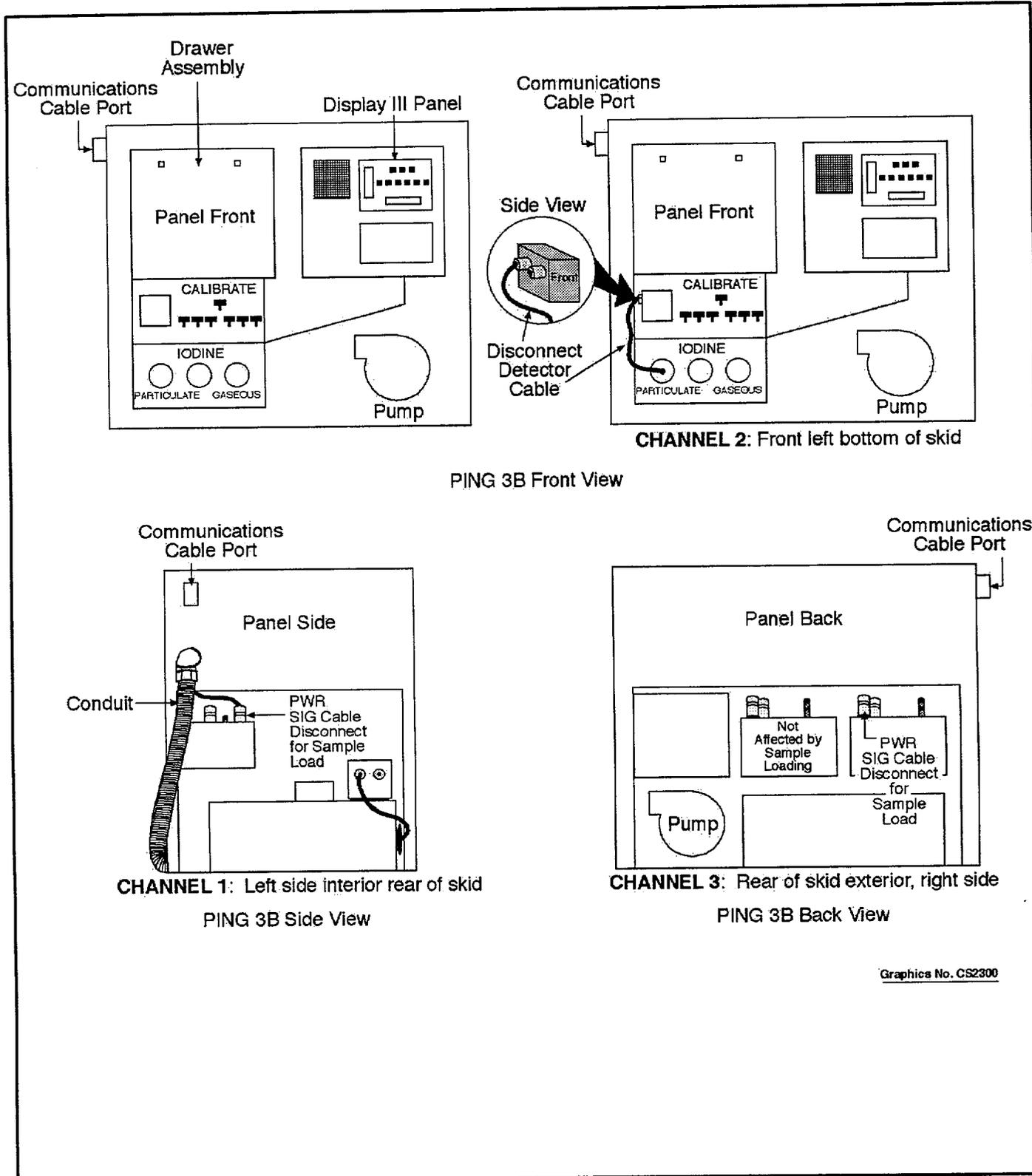
RESPONSE NOT OBTAINED

\_\_\_\_ 25 TERMINATE EPIP-4.29:

- Give completed EPIP-4.29, forms and other applicable records to the Radiological Assessment Director or Radiological Assessment Coordinator
- Completed by: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 Time: \_\_\_\_\_

-END-

NUMBER	ATTACHMENT TITLE	REVISION
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ATTACHMENT		PAGE
1		1 of 1



NUMBER	ATTACHMENT TITLE	REVISION
EPIP-4.29	ALARM/FAILURE MATRIX	10
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2		1 of 1

NOTE: During monitor start-up or filter/charcoal changeout, displayed data may be flagged "MAINT" until statistically significant counts (256 counts) or 10 to 20 minutes have elapsed. During this period, the Display III Panel may indicate the data to be "NORMAL". This condition is normal.

AIRBORNE (PING - 3B)			LAPTOP DISPLAY	RESPONSE
PING	EC-4	RIE	STATUS	GO TO STEP
BEACON	BEACON	BEACON	NORMAL	N/A
OFF	OFF	OFF		
RED ON	RED ON	RED ON	HI ALARM	18
RED ON	RED ON	RED ON	ALERT ALARM	18
OFF	OFF	OFF	MAINT	19
OFF	OFF	OFF	CALIB	20
BLUE ON	OFF	BLUE ON	FAIL EX	21
BLUE ON	OFF	BLUE ON	FAIL LO	22
BLUE ON	OFF	BLUE ON	FAIL HI	23