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

Edwin I. Hatch Nuclear Plant
Emergency Implementing Procedure Revisions

Ladies and Gentlemen:

In accordance with 10 CFR 50, Appendix E, Section V, Southern Nuclear Operating Company hereby submits the following revisions to the Plant Hatch Emergency Implementing Procedures (EIPs):

| <u>EIP No.</u> | <u>Revision</u> | <u>Effective Date</u> | <u>Comments</u> |
|-----------------|-----------------|-----------------------|------------------|
| 73EP-EIP-062-0S | 5.3 | 09/28/2001 | Editorial Change |
| 73EP-EIP-063-0S | 6.2 | 09/28/2001 | Editorial Change |
| 73EP-EIP-064-0S | 3.2 | 09/28/2001 | Editorial Change |

By copy of this letter, Mr. L. A. Reyes, NRC Region II Administrator, will receive two copies of the revised procedures.

Should you have any questions in this regard, please contact this office.

Respectfully submitted,

A handwritten signature in cursive script that reads "Lewis Sumner".

H. L. Sumner, Jr.

CKB/eb

Enclosures:

1. 73EP-EIP-062-0S, Operations Support Center Activation
2. 73EP-EIP-063-0S, Technical Support Center Activation
3. 73EP-EIP-064-0S, Emergency Operations Facility Activation

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cc: Southern Nuclear Operating Company (w/o)
Mr. P. H. Wells, Nuclear Plant General Manager
SNC Document Management (R-Type A02.001)

U.S. Nuclear Regulatory Commission, Washington, D.C. (w/o)
Mr. L. N. Olshan, Project Manager - Hatch

U.S. Nuclear Regulatory Commission, Region II
Mr. L. A. Reyes, Regional Administrator (with 2 copies)
Mr. J. T. Munday, Senior Resident Inspector – Hatch (w/o)

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| SOUTHERN NUCLEAR PLANT E.I. HATCH | | DOCUMENT TYPE: EMERGENCY PREPAREDNESS PROCEDURE | | PAGE 1 OF 5 | |
| DOCUMENT TITLE: OPERATIONS SUPPORT CENTER ACTIVATION | | | DOCUMENT NUMBER: 73EP-EIP-062-0S | | REVISION/VERSION NO: 5.3 |
| EXPIRATION DATE: | APPROVALS: DEPARTMENT MANAGER _____ CLC _____ DATE 12/23/93 | | | | EFFECTIVE DATE: 09/28/2001 |
| N/A | NPGM/POAGM/PSAGM _____ CTM _____ DATE 12/28/93 | | | | |

1.0 **OBJECTIVE**

This procedure addresses and delineates the actions required to bring the OSC to a state of functional readiness and provides guidelines for staffing the facility. The Operations Support Center (OSC) is an onsite assembly area separate from the control room and the Technical Support Center (TSC), where various support personnel report during an emergency. The OSC provides a location where plant logistic support can be coordinated during an emergency, and functions to regulate control room access. The OSC also provides a location for dispatching maintenance, operations, health physics, and other support personnel needed to respond to an emergency.

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2.0 **APPLICABILITY**

This procedure is applicable to all personnel who would respond to OSC during an emergency condition, drills, AND/OR exercises.

3.0 **REFERENCES**

- 3.1 Edwin I. Hatch Units 1 and 2 Emergency Plan
- 3.2 10AC-MGR-006-0S, Hatch Emergency Plan
- 3.3 34SO-Z41-006-0S, Health Physics HVAC System Operation
- 3.4 60AC-HPX-007-0S, Radiation Exposure Limits
- 3.5 73EP-EIP-021-0S, Alternate OSC Activation
- 3.6 73EP-EIP-0019-0S, Rally Point Team Duties

3.7 FULL SIZE FORMS

- TRN-0070, OSC Communications Checks
- TRN-0072, Plant Parameters
- TRN-0073, Major Events/ INOP Equipment
- TRN-0074, Radiation Monitors
- TRN-0075, Survey/Repair/Rescue Team
- TRN-0153, Emergency Response Facility Sign-In Sheet

4.0 REQUIREMENTS

4.1 PERSONNEL REQUIREMENTS

The first person responding to the OSC will be responsible for initiating this procedure. The OSC Manager OR his designee upon arrival will be responsible for ensuring completion of this procedure.

4.2 MATERIAL AND EQUIPMENT

N/A - Not applicable to this procedure

4.3 SPECIAL REQUIREMENTS

Activation of the OSC is initiated at an Alert or higher level classification. The OSC becomes operational as soon as possible, but not later than approximately 1 hour following initial notification.

5.0 PRECAUTIONS/LIMITATIONS

N/A - Not applicable to this procedure

6.0 PREREQUISITES

Adequate resources shall be in place for the OSC to perform its intended function prior to activation. Adequate resources are defined as minimum staffing per Table B-1 of the Emergency Plan and described in step 7.3 of this procedure.

REFERENCE**7.0 PROCEDURE****NOTE**

This procedure is intended to be used as guidance for activating the OSC in emergency situations. Deviations from the listed sequence is permitted WHEN plant conditions warrant a more expedient order of completion.

- 7.1 Obtain the necessary keys for OSC equipment lockers, supply cabinets, and access doors. Break the OSC keybox window to obtain the keys if the keys are NOT readily available from Security or the Health Physics/Chemistry office in the Service Building.
- 7.2 Establish personnel accountability for OSC Emergency Responders. All incoming personnel will use the OSC card reader at the double doors on the northwest end to log in AND out of the OSC. OSC emergency response position badges may be obtained and worn by the OSC emergency responders to identify their emergency response position. The badges may be obtained from the OSC badge cabinet. In the event the card readers are NOT on-line or is NOT functional, personnel will sign in/out on TRN-0153, Emergency Response Facility Sign In Sheet.
- 7.3 For activation of the OSC during off-hours or periods where staff augmentation (call out of responders from home) is required, the OSC Manager may activate the OSC WHEN the following functions and personnel are available (minimum staffing as defined in Table B-1 of the Hatch Emergency Plan):

| <u>PERSONNEL</u> | <u># REQ'D.</u> | <u>TASK/FUNCTION</u> |
|--|-----------------|--|
| Health Physics Technicians* | 7 | Inplant survey, Onsite/out of plant survey, Access control, dosimetry & job coverage |
| Chemistry Technicians* | 2 | PASS/radiological sampling |
| Health Physics or Chemistry Technicians* | 4 | Offsite monitoring (dispatched to the EOF) |
| Mechanics | 2 | Repair and corrective actions |
| Electricians | 3 | |
| I and C Technicians | 2 | |
| System Operator ** | 1 | Emergency processing of radioactive waste |

* - These positions may be filled by a working supervisor OR support.

** - May take credit for Radwaste staff in Radwaste Control Room OR Shift Support Supervisor.

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- 7.4 The External RET will be dispatched to the EOF as soon as practical.
- 7.5 Ensure Health Physics sets up and checks operability of HP instruments and equipment.
- 7.6 Ensure radiological monitoring is established for the OSC and OSC responders, as necessary.
- 7.7 Synchronize clocks with Control Room operating time.
- 7.8 Upon completion of the above steps, the OSC Manager will declare the OSC activated and inform the Control Room and TSC (if activated) of the activation status. Note any exceptions in staffing and resources, as appropriate.
- 7.9 Additional support staff personnel may be utilized as necessary to support the OSC. Refer to the Emergency Position Matrix for a listing of qualified emergency responders for all positions. The following is a listing of the OSC support positions:
- Maintenance (Mechanical) Supervision
 - Maintenance (Electrical) Supervision
 - Maintenance (I&C) Supervision
 - Health Physics Supervision
 - Administrative Coordinator
 - General Support
 - Ops Supervision
 - Ops Support
 - Administrative Support
 - Security Support
 - Facility Communicator/Recorders
 - Chemistry Supervision
 - General Support Supervision
 - Communications Support
- 7.10 The following additional steps may be performed after OSC activation:
- 7.10.1 Ensure the physical arrangement of the facility is correct per typical layout posted in the OSC. This activity also includes ensuring communications checks are performed in accordance with TRN-0070, OSC Communications Checks and ensuring the P.A. System is on and audible in the OSC
- 7.10.2 Check the status boards for similarity to TRN-0072, Plant Parameters, TRN-0073, Major Events/INOP Equipment, TRN-0074, Radiation Monitors, and TRN-0075, Survey/Repair/Rescue Team Status. Additional copies of the status boards are available in the OSC supply cabinets.

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- 7.10.3 Contact the Control Room to request activation of the Health Physics office area HVAC System using 34SO-Z41-006-0S section 7.0, Health Physics office area HVAC System Operation.
- 7.10.4 Ensure all OSC supervisory personnel start a log.
- 7.10.5 Radiological precautions for the OSC will be consistent with normal plant procedures. Radiological monitoring for OSC responders will be established at the OSC entrance by Health Physics, as necessary.
- 7.10.6 Habitability of the facility will be based on the ability to maintain exposures of individuals within the Federal limits for Total Effective Dose Equivalent (TEDE) and Total Organ Dose Equivalent (TODE) as described in 60AC-HPX-001-0S, Radiation Exposure Limits.
- 7.10.7 Restrictions on eating, drinking and smoking will be implemented whenever radiological conditions warrant (e.g., airborne radioactivity, surface contamination, abnormal radiation levels OR significant potential for such conditions exists).
- 7.10.8 Ensure radiological monitoring is established in the Service Building, Health Physics Offices, Chemistry Labs, Counting Room areas and other areas, as necessary.
- 7.10.9 Ensure radiological monitoring is established at the rally point and habitability is maintained in accordance with 73EP-EIP-019-0S, Rally Point Team Duties. As conditions change, the OSC Manager will ensure the Control Room is notified so that appropriate information concerning rally point location(s) is announced over the site public address system.
- 7.10.10 Adequacy of supplies and equipment will be accessed during facility activation. IF additional supplies/equipment are needed, obtain from available resources, as appropriate (e.g. near-by offices, warehouse, etc.)

7.11 The decision to evacuate the OSC will be based on the following factors:

- 7.11.1 Facility dose rates versus available dose margins (TEDE and TODE) of OSC emergency responders.
- 7.11.2 Concentration of airborne activity versus type of radiological protection taken (i.e., respirators, tracking of DAC-hrs, etc.)
- 7.11.3 Duration of the event.
- 7.11.4 Length of time needed to re-establish activities at the alternate OSC versus the importance of OSC activities currently in progress or those projected to control and/or effect corrective action.

7.12 IF the decision is made to evacuate the OSC, the OSC Manager will instruct OSC personnel to relocate to the alternate OSC as outlined in 73EP-EIP-021-0S, Alternate OSC Activation.

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| EXPIRATION DATE: | APPROVALS: DEPARTMENT MANAGER _____ CLC _____ DATE 12/23/93 | | EFFECTIVE DATE: 09/28/2001 |
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1.0 OBJECTIVE

This procedure addresses AND delineates the actions required to bring the Technical Support Center (TSC) to a state of readiness AND provides guidelines for manning the facility. The TSC is an onsite facility that will provide plant management and technical support to the reactor operating personnel (located in the control room) during emergency conditions. The TSC provides relief to the reactor operators of peripheral duties AND communications NOT directly related to reactor system manipulations; engineering assistance, prevents congestion of the control room AND in general, performs Emergency Operations Facility (EOF) functions UNTIL the EOF is operational.

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2.0 APPLICABILITY

This procedure is applicable to all personnel who would respond to the TSC during an emergency condition, drills AND/OR exercises.

3.0 REFERENCES

- 3.1 Edwin I. Hatch Units 1 AND 2 Emergency Plan
- 3.2 10AC-MGR-006-0S, Hatch Emergency Plan
- 3.3 73EP-EIP-016-0S, TSC HVAC Operation
- 3.4 60AC-HPX-007-0S, Radiation Exposure Limits
- 3.5 Emergency Response Position Matrix
- 3.6 H-27055, TSC and EOF

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3.7 FULL SIZE FORMS

- TRN-0072, Plant Parameters
- TRN-0073, Major Events/ Inop Equipment
- TRN-0074, Radiation Monitors
- TRN-0075, Survey/Repair/Rescue Team Status
- TRN-0078, Equipment Status
- TRN-0080, TSC Communications Checks
- TRN-0153, Emergency Response Facility Sign-In Sheet

4.0 REQUIREMENTS

4.1 PERSONNEL REQUIREMENTS

The first person(s) responding to the TSC will be responsible for initiating this procedure. The TSC Manager upon arrival, will be responsible for ensuring completion of this procedure.

4.2 MATERIAL AND EQUIPMENT

N/A - Not applicable to this procedure

4.3 SPECIAL REQUIREMENTS

Upon the declaration of an Alert Emergency or higher emergency classification, the TSC must be activated AND fully operational as soon as possible BUT not later than approximately one hour following the initial notification. All OR portions of this procedure will be implemented, as appropriate, based on the desired function of the TSC. Activation is achieved WHEN, in the judgment of the TSC Manager, staffing AND equipment are sufficient to carry out the purpose of the TSC.

5.0 PRECAUTIONS/LIMITATIONS

5.1 PRECAUTIONS

- 5.1.1 Consider exterior radiological conditions PRIOR to exiting the TSC during any declared emergency condition.
- 5.1.2 Minimize opening AND closing of the TSC access doors during declared emergency conditions without operation of the TSC filter train.

5.2 LIMITATIONS

N/A - Not applicable to this procedure

6.0 PREREQUISITES

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Adequate resources shall be in place for the TSC to perform its intended function PRIOR to activation. Adequate resources are defined as minimum staffing per Table B-1 of the Emergency Plan AND described in step 7.3 of this procedure.

REFERENCE**7.0 PROCEDURE****NOTE**

This procedure is intended to be used as guidance for activating the TSC in emergency situations. Deviation from the listed sequence is permitted WHEN plant conditions warrant a more expedient order of completion.

- 7.1 Obtain the necessary keys from the TSC key box to open the TSC doors and cabinets. Break the TSC key box window to obtain the keys.
- 7.2 Establish personnel accountability of TSC emergency responders. All incoming personnel will use the TSC card readers at the north TSC entrance to log in AND out of the TSC. TSC emergency response position badges may be obtained and worn by the TSC emergency responders to identify their emergency response position. The badges may be obtained from the TSC badge cabinet. In the event the card readers are NOT on line OR are NOT functional, personnel will sign in/out on form TRN-0153, Emergency Response Facility Sign-In Sheet.
- 7.3 For activation of the TSC during off-hours OR periods where staff augmentation (call out of responders from home) is required, the TSC Manager may activate the TSC WHEN the following functions AND personnel are available (minimum staffing as defined in Table B-1 of the Hatch Emergency Plan):

| <u>TASK/FUNCTION</u> | <u>PERSONNEL</u> | <u># REQ'D.</u> |
|---------------------------------------|--|-----------------|
| Overall management of the facility | TSC Manager | (1) |
| Technical support to the Control Room | Operations Supervisor <u>OR</u> Support | (1) |
| Technical support to the Control Room | Engineering Supervisor <u>OR</u> Support | (1) |
| Technical support to the Control Room | Maintenance Supervisor <u>OR</u> Support | (2) |
| Core/thermal Hydraulics | Reactor Engineer | (1) |
| State/Local Notifications | ENN Communicator | (1) |

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7.4 Ensure the physical arrangement of the facility is similar to the typical TSC layout posted in the TSC. This activity also includes ensuring communications checks are performed in accordance with TRN-0080, TSC Communications Checks and ensuring the P.A. System is on and audible in the TSC.

7.5 Ensure the TSC thermostat is set up as indicated below:

- 7.5.1 Ensure the system switch on thermostat X75-TIS-N011 (northeast corner of the TSC) is in the AUTOMATIC position AND the fan switch is in the ON position.
- 7.5.2 Ensure the system thermostat (X75-TIS-N011), heating thermostat (X75-TC-R009), AND humidity control (X75-MC-N022) are adjusted as necessary to the recommended settings listed below. A minimum differential setting of 3°F between heating AND cooling must be maintained.

Recommended settings are as follows:

| | |
|-----------------------------------|---|
| System thermostat (X75-TIS-N011) | 75°F |
| Heating thermostat (X75-TC-R009) | 70°F (Preset: To adjust remove cover w/ 1/16" Allen wrench) |
| Humidity Controller (X75-MC-N022) | 45% RH |

- 7.6 Activate the TSC Heating, Ventilation and Air Conditioning (HVAC) system in accordance with 73EP-EIP-016-0S, TSC HVAC Operation (section 7.0). Additionally, refer to this procedure for response to annunciator alarms and shutdown of the system.
- 7.7 Activate NRC-ERDS as outlined in Attachment 1.
- 7.8 Synchronize all clocks with Control Room operating time.
- 7.9 Upon completion of the above steps, the TSC Manager will declare the TSC activated and inform the Control Room, Emergency Director, OSC Manager, EOF Manager (WHEN the EOF is activated) and Corporate Emergency Operations Center (CEOC) of the activation status. Note any exceptions in staffing and resources, as appropriate.

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7.10 Additional support staff personnel may be utilized as necessary to support the TSC. Refer to the Emergency Response Position Matrix for a listing of qualified emergency responders for all emergency response positions. The following is a listing of the TSC support positions:

- Health Physics/Chemistry Supervision
- Administration Coordinator
- Security Supervision
- Operations Support
- Engineering Support
- Maintenance Support
- Health Physics/Chemistry Support
- Administration Support
- Security Support
- General Support
- Facility Communicator/Recorders

7.11 The following additional steps may be performed after TSC activation:

- 7.11.1 Establish communications loops as applicable personnel become available.
- 7.11.2 Check the status boards for similarity to TRN-0072, Plant Parameters, TRN-0073, Major Events/INOP Equipment, TRN-0074, Radiation Monitors, TRN-0075, Survey/Repair/Rescue Team Status, and TRN-0078, Equipment Status. Additional copies of the status board sheets are available in the TSC Document Room.
- 7.11.3 Ensure supervisory emergency response personnel start a log.
- 7.11.4 Assess the adequacy of supplies, equipment AND documents. IF additional supplies/equipment/documents are needed, notify the TSC Administration Supervisor for assistance.
- 7.11.5 Ensure Health Physics (HP) personnel conduct habitability surveys initially upon facility setup, as necessary AND as conditions warrant.
- 7.11.6 Ensure radiological monitoring is established for the TSC, as necessary. Radiological monitoring for TSC responders will be established at the TSC entrance by Health Physics, as necessary.

7.12 Radiological precautions for the TSC will be consistent with normal plant procedures. Habitability of the facility will be based on the ability to maintain exposures of individuals within the Federal limits for Total Effective Dose Equivalent (TEDE) and Total Organ Dose Equivalent (TODE) as described in 60AC-HPX-007-0S, Radiation Exposure Limits.

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7.13 Restrictions on eating, drinking AND smoking will be implemented whenever radiological conditions warrant (e.g., airborne radioactivity, surface contamination, abnormal radiation levels OR significant potential for such conditions exists).

7.14 The decision to evacuate the TSC will be based on the following factors:

7.14.1 Facility dose rates versus available dose margins of TSC emergency responders.

7.14.2 Concentration of airborne activity versus type of radiological protection taken (i.e., respirators, tracking of MPC-hrs, etc).

7.14.3 Duration of the event.

7.14.4 Length of time needed to re-establish TSC activities in the Control Room versus the importance of TSC activities currently in progress OR those projected to control AND/OR effect corrective action.

7.15 IF the decision is made to evacuate the TSC, the TSC Manager will determine those personnel needed to continue the performance of TSC activities AND relocate to the Control Room. Other TSC personnel may be directed to another emergency facility, rescheduled to return at a later time AND/OR evacuated from plant site.

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| ATTACHMENT 1 | | Att. Pg. 1 of 1 |
| TITLE: ACTIVATION/DEACTIVATION OF THE NRC-ERDS SYSTEM | | |

Instructions for activation/deactivation of the NRC Emergency Response Data System (ERDS)

NOTE

The NRC-ERDS must be activated WITHIN 1 hour of emergency declaration.

ACTIVATION

The NRC-ERDS control console is located near the SPDS terminal in the Technical Support Center. To activate the system perform the following:

1. Select the appropriate unit on the Unit Transfer Switch 1X75-P661.
2. Adjust the screen brightness as required.
3. Press the "B" key to begin data transfer.
4. Monitor the bottom line of the display to ensure that data transfer has begun.

NOTE

The system requires approximately two minutes to begin data transfer. Data transfer may be considered successful WHEN the messages "DATA SENDING" AND "DATA SENT" appear alternately on the bottom line of the display.

IF data transfer cannot be established, go to the ERDS maintenance console located in the Computer Room (147' elevation of the Turbine Building). On the maintenance console keyboard for the appropriate unit, type Ctrl C THEN Ctrl B. This will reset the system. THEN type STARTUP and press Enter. Press B to begin data transfer. IF data transfer cannot be established after completion of this step, contact the NRC. IF it is determined that the transfer problem exists with site equipment, contact Engineering AND Instruments and Controls to resolve the problem.

DEACTIVATION

To deactivate data transmission, perform the following:

1. Contact the NRC to ensure that data is no longer required.
2. Select the appropriate Unit on the Unit Transfer Switch.
3. Press the "E" key to end data transfer.

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1.0 **OBJECTIVE**

This procedure addresses and delineates the actions required to bring the Emergency Operations Facility (EOF) to a state of readiness and provides guidelines for manning the facility. The Emergency Operations Facility (EOF) is an onsite facility for the management of overall licensee emergency response (including coordination with federal, state, and local officials, coordination of radiological and environmental assessments, and determination of recommended public protective actions).

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2.0 **APPLICABILITY**

This procedure is applicable to all personnel who would respond to the EOF during an emergency condition, drill, AND/OR exercises.

3.0 **REFERENCES**

- 3.1 Edwin I. Hatch Nuclear Plant, Unit 1 and 2 Emergency Plan
- 3.2 10AC-MGR-006-0S, Hatch Emergency Plan
- 3.3 73EP-EIP-015-0S, Offsite Dose Assessment
- 3.4 60AC-HPX-007-0S, Radiation Exposure Limits
- 3.5 Emergency Response Position Matrix

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3.6 FULL SIZE FORMS

- TRN-0072, Plant Parameters
- TRN-0073, Major Events/Inop Equipment
- TRN-0085, Field Team Data
- TRN-0086, Meteorological/Radiological Data
- TRN-0088, EOF Communications Checks
- TRN-0153, Emergency Response Facility Sign-In Sheet
- TRN-0154, Protective Action Status

4.0 REQUIREMENTS

4.1 PERSONNEL REQUIREMENTS

The first person responding to the EOF will be responsible for initiating this procedure. The EOF Manager OR his/her designee, upon arrival, will be responsible for ensuring completion of this procedure.

4.2 MATERIAL AND EQUIPMENT

N/A – Not applicable to this procedure.

4.3 SPECIAL REQUIREMENTS

The EOF will be placed in standby for an Alert emergency and must be activated at a Site Area Emergency, General Emergency. Standby denotes the EOF is ready to be activated and personnel and equipment are ready to function. All or portions of this procedure will be implemented as appropriate based on the desired function of the EOF. Activation is achieved WHEN, in the judgement of the EOF Manager, staffing and equipment are sufficient to carry out the purpose of the EOF.

5.0 PRECAUTIONS/LIMITATIONS

N/A - Not applicable to this procedure

6.0 PREREQUISITES

Adequate resources shall be in place for the EOF to perform its intended function PRIOR to activation. Adequate resources are defined as minimum staffing per Table B-1 of the Emergency Plan and as described in step 7.3 of this procedure.

REFERENCE**7.0 PROCEDURE****NOTE**

This procedure is intended to be guidance for activating the EOF in emergency situations. Deviations from the listed sequence are permitted WHEN plant conditions warrant a more expedient order of completion.

- 7.1 Obtain the necessary keys from the EOF key box to open the EOF doors and cabinets.
- 7.2 Establish personnel accountability of EOF emergency responders. A sign-in post will be established at the west entrance of the EOF and all personnel will sign in/out on form TRN-0153, Emergency Response Facility Sign-In Sheet. Emergency response position badges may be obtained and worn by EOF emergency responders to identify their emergency response position. The badges may be obtained from the EOF badge cabinet located at the west entrance to the EOF.
- 7.3 For activation of the EOF during off-hours or periods where staff augmentation (call out or responders from home) is required, the EOF Manager may activate the EOF WHEN the following functions and personnel are available (minimum staffing as defined in Table B-1 of the Hatch Emergency Plan):

| <u>TASK/FUNCTION</u> | <u>PERSONNEL</u> | <u># REQ'D.</u> |
|---|---|-----------------|
| Offsite interface in the EOF | EOF Manager | (1) |
| Dose Assessment support to Emergency Director | Dose Assessment Manager/Staff | (2) |
| Offsite monitoring | Health Physics or Chemistry Technicians (sent from OSC) | (4) |

DOCUMENT TITLE:
EMERGENCY OPERATIONS FACILITY ACTIVATION

DOCUMENT NUMBER:
73EP-EIP-064-0S

REVISION/VERSION
NO:
3.2

- 7.4 Set up Dose Assessment computer in accordance with 73EP-EIP-015-0S.
- 7.5 Ensure the HVAC filter system is activated by pushing the red button located on the EOF HVAC panel located in the Simulator Building (2nd floor) HVAC room.
- 7.6 Synchronize all clocks with Control Room time.
- 7.7 Upon completion of the above steps, the EOF Manager will declare the EOF activated and inform the Control Room, Emergency Director, OSC Manager, TSC Manager and Corporate Emergency Operations Center (CEOC) of the activation status. Note any exceptions in staffing and resources, as appropriate.

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7.8 Additional support staff personnel may be utilized as necessary to support the EOF. Refer to the Emergency Response Position Matrix for a listing of qualified emergency responders for all positions. The following is a listing of the EOF support positions:

- Operations Advisor
- Support Coordinator
- Security Manager
- Dose Assessment Staff
- Administrative Support
- General Support
- License Support
- Facility Communicator/Recorders

7.9 The following additional steps may be performed after EOF activation:

7.9.1 Ensure the physical arrangement of the facility is similar to the typical EOF layout posted in the EOF. This activity includes arrangement of facility status boards, telephones, the switchboard, fax machines, copy machines and ensuring the P.A. system is on and audible. The items for arrangement in the EOF are located in the following areas:

| <u>ITEM</u> | <u>LOCATION</u> |
|---------------------------------|--|
| Status boards | Behind the false walls in classrooms 174 and 182 of the EOF |
| EOF Telephones | Cabinets on north wall of EOF rooms |
| Mats (to cover telephone cords) | Top of cabinets on north wall of EOF rooms |
| Switchboard | Human Resources office (Skills Bldg.) |
| Fax Machines (2) | Training & EP Manager's office and EP office (adjacent to the EOF) |
| Copy Machine | Training & EP Manager's office |

7.9.2 Ensure communications checks are performed in accordance with form TRN-0088, EOF Communications Checks, THEN establish communications loops as applicable personnel become available.

| | | |
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- 7.9.3 Check the status boards for similarity to TRN-0072, Plant Parameters, TRN-0073, Major Events/INOP Equipment, TRN-0085, Field Team Data, TRN-0086, Meteorological/Radiological Data and TRN-0154, Protective Action Status. Additional copies of the status board sheets are available in the EOF Storage Room.
- 7.9.4 Ensure that supervisory emergency response personnel are starting a log.
- 7.9.5 Assess the adequacy of supplies, equipment AND documents. IF additional supplies/equipment/documents are needed, notify the EOF Support Coordinator Supervisor for assistance.
- 7.9.6 Ensure that Health Physics (HP) personnel conduct habitability surveys upon facility setup, as necessary AND as conditions warrant.
- 7.9.7 Ensure radiological monitoring is established for the EOF, as necessary. Radiological monitoring for EOF responders will be established at the EOF entrance by Health Physics, as necessary.
- 7.10 Radiological precautions for the EOF will be consistent with normal plant procedures. Habitability of the facility will be based on the ability to maintain exposures of individuals within the Federal limits for Total Effective Dose Equivalent (TEDE) and Total Organ Dose Equivalent (TODE) as described in 60AC-HPX-007-0S, Radiation Exposure Limits.
- 7.11 Restrictions on eating, drinking AND smoking will be implemented whenever radiological conditions warrant (e.g., airborne radioactivity, surface contamination, abnormal radiation levels OR significant potential for such conditions exists).
- 7.12 The decision to evacuate the EOF will be based on the following factors:
 - 7.12.1 Facility dose rates versus available dose margins (TEDE and TODE) of EOF emergency responders.
 - 7.12.2 Concentration of airborne activity versus type of radiological protection taken (i.e., respirators, tracking of DAC - hours, etc).
 - 7.12.3 Duration of the event.
 - 7.12.4 Length of time needed to re-establish activities at the alternate EOF versus the importance of EOF activities currently in progress.
- 7.13 IF the decision is made to evacuate the EOF, the EOF Manager will determine those personnel needed to continue the performance of EOF activities AND relocate to the alternate EOF as outlined in 73EP-EIP-022-0S, Alternate EOF Activation. Other EOF personnel may be directed to another emergency facility, rescheduled to return at a later time AND/OR evacuated from plant site.