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Kewaunee / Point Beach Nuclear  
Operated by Nuclear Management Company, LLC

December 14, 2001

10 CFR 50, App. E

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

Ladies/Gentlemen:

Docket 50-305  
Operating License DPR-43  
Kewaunee Nuclear Power Plant

RADIOLOGICAL EMERGENCY RESPONSE PLAN IMPLEMENTING PROCEDURES

Pursuant to 10 CFR 50 Appendix E, attached is the latest revisions to the Kewaunee Nuclear Power Plant Radiological Emergency Response Plan Implementing Procedures (EPIPs). These revised procedures supersede the previously submitted procedures.

Pursuant to 10 CFR 50.4, two additional copies of this letter and attachment are hereby submitted to the Regional Administrator, U. S. Nuclear Regulatory Commission, Region III, Lisle, Illinois. As required, one copy of this letter and attachment is also submitted to the Kewaunee Nuclear Power Plant NRC Senior Resident Inspector.

Sincerely,

Thomas J. Webb  
Site Licensing Director

SLC

Attachment

cc - US NRC Senior Resident Inspector, w/attach.  
US NRC, Region III (2 copies), w/attach.  
Electric Division, PSCW, w/o attach.  
QA Vault, w/attach.

A045

**KEWAUNEE NUCLEAR POWER PLANT**

December 14, 2001

**EMERGENCY PLAN IMPLEMENTING PROCEDURES TRANSMITTAL FORM**

**RETURN TO DIANE FENCL - KNPP**

**OUTSIDE AGENCY COPIES (1-20)**

T. Webb - NRC Document Control Desk (1)*	Krista Kappelman - PBNP - EP (10)*
T. Webb - NRC Region III (2 & 3)*	Craig Weiss - Wisconsin Power & Light (11)*
T. Webb - NRC Resident Inspector (4) (receives Appx. A phone numbers)*	
T. Webb - State of Wisconsin (5)*	Jim Holthaus - Nuclear Management Company (12)*
T. Webb - KNPP QA Vault w/NRC Letter (15)*	

**PERSONAL COPIES (21-40)** These copies are for the personal use of the listed individuals for reference or emergency response.

J. Bennett (33)	D. Mielke (35)	H. Kocourek (13)	T. Coutu (28)
D. Masarik (32)	D. Seebart (24)	B. Bartelme (34)	

**REFERENCE COPIES - CUSTODIAN (41-100)** These copies are for general reference by anyone. They are distributed throughout the plant and corporate offices. The named individual is the responsible custodian for the procedures and shall insure they are properly maintained.

STF (86, 87, 88)	LOREB - STF (62, 66, 67, 68, 70, 72, 73, 74)
L. Welch - Fuel Services (65)	STF Library (43)
NO Library - KNPP (59)	Resource Center (82, 89, 94, 131)
C. Sternitzky - ATF-2 (44)	D. Schrank - Maintenance Off. (41)
D. Braun - ATF-3 (45)	D. Krall - CR/SS Office (51, 56)
P. Ehlen - I&C Office (42)	P&FS Adm - GB-D2 (Nuclear Library) (84)
M. Daron - Security Building (46)	H. Kocourek - TSC (50)
P&FS Adm - GB D2-3 (EOF) (81)	W. Galarneau - RAF (53)
H. Kocourek - OSF (52)	W. Galarneau - SBF/EMT (54)
C. Hutter - ATF-1 (64)	W. Galarneau - RPO (55)

**WORKING COPIES (101-199)** These copies of procedures are kept in the areas designated for use in response to an emergency. These are not complete sets, but contain only those procedures that are used to implement activities in the location where they are kept. Please dispose of any sections distributed that are not tabbed in the indicated copy.

W. Galarneau - RAF/RPO (106, 107)	D. Krall - CR/Communicator (116)(Partial Distribution)
W. Galarneau - SBF/ENV (108, 109)	Simulator/Communicator (117)
W. Galarneau - SBF/EM Team (110, 111, 111A)	M. Fencl - Security (121)
W. Galarneau - Aurora Medical Center (118, 119)	N. Deda - Security Building (120)
W. Flint - Cold Chem/HR Sample Room (113)	S. VanderBloomen (125)
N. Deda - SBF/SEC (114)	J. Stoeger (126)

Originals to KNPP QA Vault

Please follow the directions when updating your EPIP Manual. **WATCH FOR DELETIONS!!!** These are controlled procedures and random checks may be made to ensure the manuals are kept up-to-date.

**\*THIS IS NOT A CONTROLLED COPY. IT IS A COPY FOR INFORMATION ONLY.**

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* EP-TSC-9A, Rev. D was totally deleted; therefore, EP-TSC-9B became EP-TSC-9A. EP-TSC-9B was previously EP-TSC-9C.			
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TSC 9A.6	Core Damage Summary	C	02-14-95

<b>WISCONSIN PUBLIC SERVICE CORP.</b>  <b>Kewaunee Nuclear Power Plant</b>  <i>Emergency Plan Implementing Procedure</i>		No. EPIP-AD-01		Rev. I
		Title Personnel Response to the Plant Emergency Siren		
		Date DEC 14 2001	Page 1 of 3	
Reviewed By <u>Jeanne M. Ferris</u>		Approved By <u>David R. LaBarre</u>		
Nuclear Safety Related	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	PORC Review Required	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	SRO Approval Of Temporary Changes Required <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

## 1.0 Purpose

- 1.1 This procedure provides instruction for defining the initial actions to be taken in the event the plant emergency siren is sounded.

## 2.0 General Notes

- 2.1 The applicable content of this procedure shall be general knowledge for all personnel badged for unescorted access to KNPP.
- 2.2 WHEN responding to an emergency, IF roadblocks are in place in the Emergency Planning Zone (EPZ), be prepared to show a picture I.D. and follow access instructions given by the Traffic Officer.

## 3.0 Precautions and Limitations

- 3.1 IF approached by the media, THEN refer them to the telephone response center at 433-1400 or 1-(800)-838-6192 and tell them that this is their most accurate source for information.
- 3.2 ONLY the scheduled Control Room staff, individuals specifically called to the Control Room (CR) by the ED or EOD, and the following individuals may report directly to the Control Room:
- Emergency Director (ED)
  - Event Operations Director (EOD)
  - CR Communicator (CRCM)
  - Notifier (SEC-N)
  - NRC Communicator (NRCCM)
  - Control Room Support (SP-C)
  - NRC Resident Inspector
  - CAS Operator
  - Shift Technical Advisor (STA)
- 3.3 IF no Accountability Coordinator (AC) is available in the Assembly Area, THEN one of the first ERO members to arrive should implement Section 5.3 of EPIP-SEC-03, "Personnel Assembly and Accountability," until relieved by a designated Accountability Coordinator.

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#### 4.0 Initial Conditions

- 4.1 This procedure shall be implemented upon declaration of an **Alert, Site Emergency, General Emergency**, or when directed by the Shift Manager (SM) or Emergency Director.

#### 5.0 Procedure

- 5.1 When personnel within the Site Boundary hear the emergency siren, they shall respond as follows:

- 5.1.1 Emergency Response Organization (ERO) staff shall report to their duty locations.

- a. ERO personnel inside the Radiologically Controlled Area (RCA) should pass through the RCA access point near the Radiation Protection Office (RPO) on their way to their emergency duty location.
- b. ERO personnel who need to pass through the Security Building en-route to their emergency duty location should do so promptly unless instructed to assemble elsewhere by Security.
- c. The following are exceptions for ERO members reporting to identified duty locations:
  - Fire Brigade/Fire Team report to the Shift Manager (SM) or Event Operations Director (EOD)
  - On-Shift NAOs report to the SM or EOD
  - Security Force personnel report to the Shift Captain
  - Dispatched emergency teams such as search and rescue or repair teams report to the SM or Support Activities Director (SAD)

- 5.1.2 Visitors, contractors, and non-ERO personnel on-site should assemble in the nearest designated Assembly Area.

- a. IF inside the Protected Area (PA), THEN report to one of the following areas:
  - Radiation Protection Office (RPO)
  - Administrative Training Facility (ATF) Lunchroom
  - Warehouse Annex Lunchroom
- b. IF outside the PA, THEN report to one of the following areas:
  - Security Building Classroom C
  - Simulator Training Facility (STF) Lobby

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5.2 Upon hearing the siren, report personal observations as follows:

- 5.2.1 Immediately report any injury or accident to the Radiological Protection Director (RPD) or HP Technician on duty (if there is no RPD) and obtain first aid treatment as directed.
- 5.2.2 The First Aid Attendant should report the injury and injured person(s) status to the RPD or Shift Manager (if there is no RPD) (i.e., treatment, departure from site, destination, prognosis, and return to site).
- 5.2.3 Problems needing corrective maintenance action should be immediately reported to a Supervisor.

5.3 When an evacuation is implemented, follow the instructions provided by Security and:

- a. Exit the plant in an orderly fashion by the directed route.
- b. IF reporting to a designated county relocation area, THEN proceed directly there, following all directions that may be provided for exiting the Emergency Planning Zone (EPZ) by county emergency government officials.

## 6.0 Final Conditions

- 6.1 Plant Emergency has been Terminated or Recovery actions have begun and the Emergency Response Manager has suspended the use of EPIPs or it has been determined that accountability is no longer required.

## 7.0 References

- 7.1 EPIP-SEC-03, Personnel Assembly and Accountability

## 8.0 Records

- 8.1 The following QA records and non-QA records are identified in this directive/procedure and are listed on the KNPP Records Retention Schedule. These records shall be maintained according to the KNPP Records Management Program.

### 8.1.1 QA Records

None

### 8.1.2 Non-QA Records

None



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Reviewed By <i>Jeanne M. Ferris</i>		Approved By <i>Daniel R. Leebart</i>		
Nuclear Safety Related	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	PORC Review Required	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	SRO Approval Of Temporary Changes Required <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

## 1.0 Purpose

- 1.1 This procedure provides instruction for the Shift Manager/Emergency Director and other initial response personnel for an appropriate response to an **Unusual Event**.

## 2.0 General Notes

- 2.1 The **Shift Manager (SM)** is the **initial Emergency Director (ED)** in all situations. Any transfer of this responsibility shall be documented in the Shift Manager's log and communicated to all on-site directors.
- 2.2 At the Unusual Event level, radio-pager activation will be performed by Control Room personnel for all designated emergency response directors (primary and alternate).
- 2.3 IF notified by radio-pager and the message is not understood, THEN emergency response personnel should confirm contact by telephoning Meridian Mail at 1-800-236-1588. A Meridian Mail voice message will indicate that the radio-pager activation was for an **actual** declared emergency and NOT a drill or exercise.
- 2.4 IF approached by the media during a declared emergency, THEN refer them to the Telephone Response Center (JPIC) at 920-433-1400 or 1-800-838-6192 and tell them that this is their most accurate source for information.

## 3.0 Precautions and Limitations

- 3.1 The classification of an event should be performed within 15 minutes of recognizing that conditions exist requiring that classification and the subsequent declaration on "Event Notice," Form EPIPF-AD-07-01. "Event Notice," Form EPIPF-AD-07-01, should be initiated and in progress to state and local emergency governments within 15 minutes of the emergency level being declared, or as soon as possible without further compromise to plant or public safety.
- 3.2 The SM should remain in the Control Room during a declared emergency.
- 3.3 The following responsibilities of the ED shall not be delegated.
- 3.3.1 Determination of emergency classification (EPIP-AD-02).
- 3.3.2 Authorization of emergency exposures in excess of 10CFR Part 20 limits (EPIP-AD-11).

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3.3.3 UNTIL the Emergency Response Manager assumes the responsibility following EOF activation, recommendations of protective actions to off-site authorities (EPIP-AD-19).

3.4 The ED should carefully consider the status of activities (especially those identified in Step 3.3 above) before relocating to the TSC. Relocation to the TSC prior to TSC activation is not recommended.

3.5 An emergency classification should be made within 15 minutes of recognizing that conditions exist requiring classification in accordance with the EALs. This 15 minute goal is in addition to the 15 minute notification requirement once an emergency declaration has been made on "Event Notice," Form EPIPF-AD-07-01. There are times when it may be appropriate to delay classification while significant changes in plant parameters are evaluated for their impact on classification. Examples of such events are an unanticipated:

- Plant Trip
- SI Initiation
- Entry into an orange or red path
- Loss of a safety system

If such an event should occur during classification, it may be appropriate to exceed the 15 minute goal to ensure an accurate classification.

#### 4.0 Initial Conditions

4.1 This procedure shall be implemented upon declaration of an **Unusual Event**.

#### 5.0 Procedure

5.1 SM/ED shall take the following Initial Actions:

5.1.1 IF a credible security threat (Lo) exists, THEN go to EPIP-AD-20, "KNPP Response to a Security Threat" (Reference Operations Procedure E-0-08).

5.1.2 Contact the Shift Technical Advisor (STA) and direct them to report to the Control Room.

5.1.3 The SM/ED has the option to require assembly based on the nature of the event and their judgement of threat to plant staff safety. In case assembly is not warranted, go to Step 5.1.4.

5.1.4 IF assembly could present an unacceptable risk to plant employees as a result of a security event, THEN do NOT initiate assembly. Go to Step 5.1.6 (Reference Operations Procedure E-0-08).

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5.1.5 Choose and perform the appropriate plant announcement using plant Gai-tronics.

- a. IF assembly is NOT required, read aloud two (2) times over the Gai-tronics the message below.

"Attention all personnel. We are experiencing an Unusual Event. Designated emergency response directors should report to their duty locations. No additional response is required at this time."

*Choose (1) or (2)*

- (1) No personnel protective actions are required at this time.
- (2) Personnel should avoid the following plant areas because of \_\_\_\_\_ (type hazard):  
\_\_\_\_\_ (plant area)  
\_\_\_\_\_ (plant area)  
\_\_\_\_\_ (plant area)

- b. IF assembly is required, THEN:

- Sound the plant siren.
- Read aloud two (2) times on the Gai-tronics the message below.

"Attention all personnel. We are experiencing an Unusual Event. Designated emergency response directors should report to their duty locations. All other personnel should report to the nearest assembly area."

*Choose (1) or (2)*

- (1) No additional personnel protective actions are required at this time.
- (2) Personnel should avoid the following plant areas because of \_\_\_\_\_ (type hazard):  
\_\_\_\_\_ (plant area)  
\_\_\_\_\_ (plant area)  
\_\_\_\_\_ (plant area)

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5.1.6 Contact the Security Shift Captain/Site Protection Director.

- a. IF personnel assembly has been initiated, THEN verify that "Personnel Assembly and Accountability," EPIP-SEC-03, is initiated.
- b. Describe briefly the emergency event.

**Note**

*No protective actions are required for an Unusual Event.*

5.1.7 Complete the "Event Notice," Form EPIPF-AD-07-01.

- a. WHEN completing Box 7, get the downwind sector by using the guide on the back of the form.
- b. WHEN completing Part 9, check the following item:
  - (A) None

**Note**

*IF there is more than one Notifier and Control Room Communicator, THEN Steps 5.1.8 and 5.1.10 should be done in parallel.*

5.1.8 Direct the Notifier/Communicator to initiate notifications per EPIP-AD-07 using the "Event Notice," Form EPIPF-AD-07-01, completed in Step 5.1.7.

5.1.9 IF the event notification is a combination declaration and termination (quick in and out event), THEN determine the need to activate ERO radio pagers.

5.1.10 If appropriate, direct the Notifier/Communicator to activate pagers for Primary Directors and selected support personnel (group codes 9211 and 9222) in accordance with EPIP-AD-07 Step 5.5. (See "Response Personnel Call List," EPIP-APPX-A-02 for individual pager codes).

5.1.11 Direct the STA to notify the NRC in accordance with Step 5.5.3 of this procedure.

5.1.12 Review "State Call-Back - Question Guideline," Form EPIPF-AD-07-02, to prepare for questions which are most likely to be asked by State Duty Officer or State Radiological Coordinator.

5.1.13 Log all significant events and actions.

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5.1.14 Update facility directors as needed including such information as:

- Current Emergency Classification
- Conclusions that led to the current classification
- Conditions that may be improving or declining
- Potential changes in status and possible classification changes

5.1.15 UNTIL relieved by a designated ED, continue to make assessments of plant conditions and perform the required actions of the ED (Section 5.2 of this procedure). Go to Step 5.2.5.

5.2 Emergency Director (Designated) shall:

5.2.1 WHEN notified that an Emergency has been declared:

- a. Report to the Control Room.
- b. IF an Emergency Director has been designated, UNTIL released, THEN assist the designated Emergency Director.
- c. IF an Emergency Director has NOT been designated, THEN notify the Shift Manager of your intent to assume the responsibilities of the Emergency Director and continue implementation of this procedure.

5.2.2 WHEN appropriate, accept a briefing from the Shift Manager and STA. Key points listed below:

- a. \_\_\_\_\_ Classification chart used to determine emergency level.
- b. \_\_\_\_\_ Protective Action Recommendation in effect.
- c. \_\_\_\_\_ Status of off-site and KNPP notifications.
- d. \_\_\_\_\_ Status of plant accountability.
- e. \_\_\_\_\_ Status of plant operation.
- f. \_\_\_\_\_ Control Room support priorities.

5.2.3 Notify other directors and Control Room staff of the transfer of the ED responsibility to you and your location.

5.2.4 IF appropriate, THEN relocate to the Technical Support Center (TSC).

5.2.5 Ensure the overall emergency level is continually reviewed.

- a. \_\_\_\_\_ Event Classification (EPIP-AD-02)
- b. \_\_\_\_\_ PAR (EPIP-AD-19)
- c. \_\_\_\_\_ Emergency radiological exposures (EPIP-AD-11)

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5.2.6 IF plant conditions degrade to where the declaration of a higher emergency level (escalation) is warranted, THEN suspend further use of this procedure and go to EPIP-AD-04 Step 5.2.7.

5.2.7 Determine the response status with an information gathering briefing. Include the following emergency response organization directors.

- a. \_\_\_\_\_ Event Operations Director (EOD):
  - Off-Site Notifications (EPIP-AD-07)
  - Plant Operations Status
  - Control Room support priorities
- b. \_\_\_\_\_ Radiological Protection Director (RPD):
  - Status of Radiological Effluent Releases (potential off-site dose consequences)
  - Emergency Radiation Controls (EPIP-AD-11) (actions taken in response to this procedure)
  - Status of Personal Injuries or Vehicle Accidents
- c. \_\_\_\_\_ Technical Support Center Director (TSCD):
  - Significant Plant Trends
  - Emergency Response Status
- d. \_\_\_\_\_ Support Activities Director (SAD):
  - Maintenance Activities
  - Search and Rescue (EPIP-OSF-04)
  - Maintenance Support Requirements
- e. \_\_\_\_\_ Site Protection Director (SPD):
  - Personnel Accountability (EPIP-SEC-03)
  - Significant Security Activities

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- 5.2.8 Determine priorities of major tasks required to minimize the impact on the public and mitigate the incident. Weigh activities in the following areas:
- Operations
  - Radiological
  - Technical Support
  - Maintenance
  - Security
- 5.2.9 Inform Emergency Response Manager (ERM) of plant conditions and priorities.
- 5.2.10 WHEN appropriate, brief the emergency directors on plant conditions and priorities.
- 5.2.11 IF the ERM has not assumed the responsibility, THEN provide Plant Emergency status updates to off-site authorities.
- a. IF off-site EOCs are activated, THEN use the Dial Select to contact off-site organizations.
  - b. IF off-site organization EOCs are NOT activated, WHEN those organizations initiate a request, provide status updates.
  - c. Use the "State Call-Back - Question Guideline," Form EPIPF-AD-07-02, or "Plant Emergency Status Report," Form EPIPF-EOF-08-05, and/or "Radiological Status Report," Form EPIPF-EOF-08-06, as information guides.
- 5.2.12 Review the need for any Emergency Director Assistants.
- 5.2.13 IF plant conditions indicate the need to activate the full emergency response organization, THEN:
- a. Notify all Directors of your decision to activate the full ERO.
  - b. Direct the Notifier or Control Room Communicator to activate pagers for all emergency response personnel (group code 9233) in accordance with EPIP-AD-07 Step 5.5.
  - c. Go to EPIP-AD-04 Step 5.2.4.
- 5.2.14 If appropriate, plan for a shift relief per EPIP-AD-05.
- 5.2.15 Review the requirements of Section 5.1 of "Recovery Planning and Termination," EPIP-AD-15, and determine if recovery or termination activities can be implemented in accordance with EPIP-AD-15.
- 5.2.16 IF Final Conditions (Section 6.0) have NOT been met, THEN go to Step 5.2.5.

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5.2.17 WHEN Final Conditions (Section 6.0) are met:

- a. Notify the Emergency Response Manager of the event termination or entry into recovery and the suspension of use of the EPIPs.
- b. IF the event is an **ENTRY INTO RECOVERY**, THEN read aloud two (2) times on the Gai-tronics the message below.

"Attention all personnel. We have entered plant recovery operations. Review final conditions of all procedures and restore all emergency response materials and equipment to their proper location. Appropriate inventories should be performed and supplies replenished as needed. Use of EPIPs is suspended when all final actions have been completed to the satisfaction of the facility Director. The Recovery Manager is \_\_\_\_\_ and the Environmental Liaison is \_\_\_\_\_."

- c. IF the event is an emergency class **TERMINATION**, THEN read aloud two (2) times on the Gai-tronics the message below.

"Attention all personnel. We have terminated the Emergency response. Review final conditions of all procedures and restore all emergency response materials and equipment to their proper location. Appropriate inventories should be performed and supplies replenished as appropriate. Use of EPIPs is suspended when all final actions have been completed to the satisfaction of the facility Director."

- d. Ensure that termination or recovery notifications have been initiated by the NRC communicator.
- e. Verify that "Event Notice," Form EPIPF-AD-07-01, is being transmitted in accordance with EPIP-AD-07 or EPIP-EOF-08.
- f. Verify all work areas are returned to normal status and emergency procedures, forms, etc. are returned to their proper place.
- g. Collect all completed records, logs, forms, notes, and other documentation and give them to the TSCD.
- h. Implement EPMP-02.01, "Declared Emergency Evaluation and Documentation."

5.3 The Notifier shall:

- 5.3.1 WHEN notified or upon hearing the Event announcement (except when a Security Event is in progress), report immediately to the SM in the Control Room.



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5.3.2 WHEN directed by the Emergency Director/Shift Manager, perform event notifications. Go to EPIP-AD-07.

5.3.3 IF plant conditions degrade to where the declaration of a higher emergency level (escalation) is warranted, THEN suspend further use of this procedure and go to EPIP-AD-04 Step 5.3.2.

5.3.4 IF a Control Room Communicator is not available, THEN assume the role of the Control Room Communicator and go to Step 5.4.4.

5.3.5 UNTIL released, remain in the Control Room and help the designated Control Room Communicator.

5.3.6 WHEN released, report back to the Shift Captain.

5.4 Control Room Communicator shall:

5.4.1 WHEN directly notified, paged by radio-pager, or hearing the event announcement:

- a. Report to the Control Room immediately.
- b. IF a Control Room Communicator has been designated, UNTIL released, THEN assist the Control Room Communicator as instructed.
- c. IF a Control Room Communicator has NOT been designated, THEN assume the responsibilities of the Control Room Communicator and continue to implement this procedure.

5.4.2 Notify the SM/ED of your arrival and assumption of the Control Room Communicator duties.

5.4.3 If applicable, obtain the status of notifications and verifications call backs from the Notifier.

5.4.4 IF there is an event •**DECLARATION**, •**TERMINATION**, or •**ENTRY INTO RECOVERY**, and directed by the SM/ED, THEN go to EPIP-AD-07 or EPIP-EOF-08 and make the appropriate event notifications.

**Note**

*Off-Site and ERO communications must be completed before providing support for NRC communications.*

5.4.5 IF requested by the STA, THEN provide communications support with the NRC.

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**Note**

*IF there is an event escalation, THEN immediately return support for NRC communications back to the STA or the individual assigned by the SM/ED or EOD.*

- 5.4.6 *IF plant conditions degrade to where the declaration of a higher emergency level (escalation) is warranted, THEN suspend further use of this procedure and go to EPIP-AD-04 Step 5.4.4.*
- 5.4.7 Review the need for the Notifier and assistant communicators support.
- 5.4.8 *IF additional communicator support is needed, THEN contact the Technical Support Center Director.*
- 5.4.9 If appropriate, plan for a shift relief per EPIP-AD-05.
- 5.4.10 Notify the EOD of any significant events.
- 5.4.11 *IF Final Conditions (Section 6.0) have NOT been met, THEN go to Step 5.4.4.*
- 5.4.12 *WHEN Final Conditions (Section 6.0) are met:*
  - a. Ensure that termination or recovery communications have been completed in accordance with Step 5.4.6.
  - b. Verify that the bell switch on the emergency government verification line is in the ON position.
  - c. Verify all work areas are returned to normal status and emergency procedures, forms, etc. are returned to their proper places.
  - d. Collect all completed records, logs, forms, notes, and other documentation and give them to the EOD.
- 5.5 Shift Technical Advisor shall:

**Note**

*The Shift Technical Advisor shall be capable of responding to the Control Room within 10 minutes.*

- 5.5.1 Report to the Control Room to be briefed on plant conditions.
- 5.5.2 Assist the Shift Manager in assessing plant conditions and determining emergency classification as defined in EPIP-AD-02, "Emergency Class Determination."

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**Note**

*IF all off-site and ERO notifications are complete, THEN NRC notifications may be delegated to the Control Room Communicator.*

5.5.3 Perform NRC Notification:

- a. Gather information needed to prepare the NRC "Event Notification Worksheet," Form GNP-11.04.04-1.

**Note**

*If needed, the commercial telephone number is (301) 951-0550.*

- b. Notify the NRC (Headquarters, Bethesda) as soon as possible, but not more than one hour after declaration of the Event, using the Emergency Notification System (ENS) phone with the red sticker.

**Note**

*The NRC may request continuous communications per 10CFR50.72(c)(3). The STA must coordinate this activity with accident assessment until arrival of a Control Room Communicator.*

- c. Provide the NRC with the necessary information from a completed Event Notification Worksheet.

5.5.4 WHEN the Control Room Communicator (CRCM) arrives and plant status and other activities are at a point that it is appropriate, turn NRC communications over to the CRCM by taking the following actions:

- a. Brief the CRCM on plant conditions, the status of NRC notification and updates.
- b. Inform the CRCM that you are turning over responsibility for NRC communications to them.

5.5.5 Support the Control Room staff with technical and analytical assistance in diagnosing abnormal events and to ensure adequate core cooling.

5.5.6 Monitor plant conditions and provide assistance as needed to the Shift Manager.

5.5.7 IF plant conditions degrade to where the declaration of a higher emergency level (escalation) is warranted, THEN suspend further use of this procedure and go to EPIP-AD-04 Step 5.6.5.

5.5.8 IF Final Conditions (Section 6.0) have NOT been met, THEN go to Step 5.5.5.

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5.5.9 WHEN Final Conditions (Section 6.0) are met:

- a. Verify all work areas are returned to normal status and emergency procedures, forms, etc. are returned to their proper place.
- b. Collect all completed records, logs, forms, notes, and other documentation and give them to the EOD.

5.6 Event Operations Director (EOD) shall:

5.6.1 WHEN notified that an Emergency has been declared:

- a. Report to the Control Room.
- b. IF an Event Operations Director has been designated, UNTIL released, THEN assist the designated Event Operations Director.
- c. IF an Event Operations Director has NOT been designated, THEN notify the Shift Manager of your intent to assume the responsibilities of the Event Operations Director and continue implementation of this procedure.

5.6.2 Notify the SM/ED of your arrival and assumption of Event Operations Director responsibilities.

5.6.3 WHEN appropriate, accept a briefing from the Shift Manager and STA.

5.6.4 If required, verify Control Room personnel accountability is being maintained.

5.6.5 Review Control Room staffing requirements and:

- a. Direct the Notifier/Communicator to contact additional operations personnel as needed and request that they report to the site (See "Response Personnel Call List," EPIP-APPX-A-02, for names and numbers).
- b. Release any personnel not required.

5.6.6 Assess overall plant status.

- Verify equipment status and instrument indications.
- Verify Radiation monitors for abnormal indications.
- Review corrective actions that have been taken.

5.6.7 Make any recommendations to the Shift Manager as necessary.

5.6.8 Brief the Emergency Director of any changes on:

- Off-Site Notifications (EPIP-AD-07)
- Plant Operations Status
- Control Room support priorities

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- 5.6.9 Inform the RPD of any changes in radiological indications.
- 5.6.10 If required, request technical or maintenance support from the ED.
- 5.6.11 Prepare all work requests (WR) for approval.
- Review WR and designate retest requirements.
  - If required to do the job, determine and initiate system lineups and tagouts.
- 5.6.12 Brief the Control Room staff periodically on:
- Emergency response status
  - Priorities
  - Specific guidance and assignments
- 5.6.13 If appropriate, plan for shift relief per EPIP-AD-05.
- 5.6.14 IF plant conditions degrade to where the declaration of a higher emergency level (escalation) is warranted, THEN suspend further use of this procedure and go to EPIP-AD-04 Step 5.7.5.
- 5.6.15 IF Final Conditions (Section 6.0) have NOT been met, THEN go to Step 5.6.4.
- 5.6.16 WHEN Final Conditions (Section 6.0) are met:
- Verify all work areas are returned to normal status and emergency procedures, forms, etc. are returned to their proper place.
  - Collect all completed records and logs, as described procedure "Declared Emergency Evaluation and Documentation," EPMP-02.01.
  - Schedule a self critique with all event participants in the CR (all shifts) as soon as practical. The procedure "Drill and Exercise Critiques," EPMP-02.04, should be used as guide.
- 5.7 Radiological Protection Director (RPD) shall:
- 5.7.1 WHEN notified that an Emergency has been declared:
- Report to the Radiation Protection Office (RPO).
  - IF a Radiation Protection Director has been designated, UNTIL released, THEN assist the designated RPD.
  - IF a Radiation Protection Director has NOT been designated, THEN assume the responsibilities of the RPD and continue implementing this procedure.

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- 5.7.2 Notify the ED/TSCD of your arrival in the RPO and assumption of RPD responsibilities.
- 5.7.3 If required, verify personnel accountability in RPO is being maintained.
- 5.7.4 If required, assist the SAD in search and rescue operations (EPIP-OSF-04).
- 5.7.5 Check radiological and meteorological information available in the TSC.
- 5.7.6 If needed, request additional Area and Process radiation monitor information from the Event Operations Director.
- 5.7.7 Verify that emergency radiation controls are being implemented (EPIP-AD-11).
- 5.7.8 If required, assist the SPD with Personnel Evacuation, (EPIP-SEC-05).

**Note**

*Transportation of a contaminated injured person shall be to the Aurora Medical Center and a Radiation Technologist should be dispatched to the hospital.*

**Note**

*IF there is a question as to the extent of injuries, THEN it should be treated as a critical injury.*

**Note**

*Off-Site Support Agencies and their phone numbers are listed in "Off-Site Telephone Numbers," EPIP-APPX-A-03.*

- 5.7.9 IF there are injuries or vehicle accidents associated with plant personnel or contractors, THEN contact the appropriate support.
- a. IF the injury is a "Medical Attention (Critical) Injury," see NAD-02.09 for definition of critical injuries, a vehicle accident with injuries, THEN:
1. Contact the County Sheriffs office with jurisdiction at the location of the injury(s). (Kewaunee County has jurisdiction on the KNPP site.)
    - Kewaunee County Dispatch - 911
    - Manitowoc County Dispatch - 920-683-4200
  2. Notify the dispatcher of the accident and/or injury and request a rescue squad (all critically injured personnel shall be transported by rescue squad).

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3. Provide the dispatcher with the following information:
  - Your name, position, and return telephone number.
  - The location of the accident and when it occurred.
  - How many and how the injury(s) occurred.
  - Nature and extent of injuries and condition of the patient(s).
  - If any, extent of radioactive contamination and instructions that transportation of a potentially contaminated injured person shall be to the Aurora Medical Center.
  - Plant name, location.
  - If required, plant access instructions.
4. If the injury is on-site:
  - Inform the SPD of your request for a rescue squad and its estimated time of arrival.
  - Direct the SPD to have the vehicle driven to the proper plant entrance.
5. IF the accident potentially involves radioactive contamination, THEN:
  - Dispatch a Radiation technologist to the accident site for contamination control.
  - Dispatch a Radiation Technologist to the Aurora Medical Center to assist the hospital staff.
6. Insure that the requirements "Occupational Injuries or Vehicle Accidents During Operations," NAD-02.09, are implemented.
7. Inform the Emergency Director, Emergency Response Manager, and the Spokesperson of the accident and details of the injuries.
- b. IF the Injury is a "Medical Attention (Non-critical) Injury," THEN:

**Note**

*Any KNPP or contractor vehicle may be used for transport of (non-critical) injured personnel.*

1. Arrange for transportation of the injured person.
2. Direct the SPD to have the vehicle driven to the proper plant entrance.

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3. Contact the hospital or clinic and provide the following information:
    - Your name, position, and return telephone number.
    - When, how many, and how the injury(s) occurred.
    - Nature of injuries and condition of the patient.
    - If any, extent of radioactive contamination.
    - Plant name, location, and access instructions.
    - Estimated time of arrival for the patient(s) at the hospital or clinic.
  4. IF there are contaminated injuries, THEN send a Radiation Technologist to the Aurora Medical Center to assist the hospital staff.
  5. Insure that the requirements "Occupational Injuries or Vehicle Accidents During Operations," NAD-02.09, are implemented.
  6. Inform the Emergency Director, Emergency Response Manager, and the Spokesperson of the accident and details of the injuries.
- 5.7.10 Brief the Emergency Director of plant radiological conditions.
- Status of Radiological Effluent Releases (potential off-site dose consequences).
  - Emergency Radiation Controls (EPIP-AD-11) (actions taken in response to this procedure).
  - Status of Personal Injuries or Vehicle Accidents.
- 5.7.11 Review the personnel requirements in the RPO/RAF and:
- a. As needed, contact Radiation Technologists to augment the on-shift personnel.
  - b. Release any RPO staff not required.
- 5.7.12 If appropriate, coordinate with the ALD to establish contract support for long term accident support.
- 5.7.13 If appropriate, relocate to the TSC.
- 5.7.14 If appropriate, plan for a shift relief per EPIP-AD-05.
- 5.7.15 IF plant conditions degrade to where the declaration of a higher emergency level (escalation) is warranted, THEN suspend further use of this procedure and go to EPIP-AD-04 Step 5.8.5.
- 5.7.16 IF Final Conditions (Section 6.0) have NOT been met, THEN go to Step 5.7.3.



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5.7.17 WHEN Final Conditions (Section 6.0) are met:

- a. Verify all work areas are returned to normal status and emergency procedures, forms, etc. are returned to their proper place.
- b. Collect all completed records, logs, forms, notes, and other documentation and give them to the TSCD.
- c. Verify all samples collected have been cataloged and appropriately stored.
- d. Schedule a self critique with all event participants in the RPO/RAF (all shifts) as soon as practical. The procedure "Drill and Exercise Critiques," EPMP-02.04, should be used as a guide.

5.8 Technical Support Center Director (TSCD) shall:

5.8.1 WHEN notified that an Emergency has been declared:

- a. Report to the Technical Support Center (TSC).
- b. IF a Technical Support Center Director has been designated, UNTIL released, THEN assist the designated TSCD.
- c. IF a Technical Support Center Director has NOT been designated, THEN assume the responsibilities of the TSCD and continue implementing this procedure.

5.8.2 Notify the Emergency Director of your assumption of TSCD responsibilities.

5.8.3 Contact the Emergency Director and obtain information on plant status.

5.8.4 If required, verify accountability is being maintained in the TSC (EPIP-SEC-03).

5.8.5 Brief the Emergency Director on TSC activities:

- Significant Plant Trends
- Emergency Response Status

5.8.6 Ensure the TSC staff is informed of plant status and ED priorities.

5.8.7 Review TSC staffing requirements.

5.8.8 If appropriate, plan for a shift relief, per EPIP-AD-05.

5.8.9 IF plant conditions degrade to where the declaration of a higher emergency level (escalation) is warranted, THEN suspend further use of this procedure and go to EPIP-AD-04 Step 5.9.5.

5.8.10 IF Final Conditions (Section 6.0) have NOT been met, THEN go to Step 5.8.4.

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5.8.11 WHEN Final Conditions (Section 6.0) are met:

- a. Ensure TSC and OSF are deactivated per "Technical Support Center Activation," EPIP-TSC-02.
- b. Collect all records and logs as described in procedure "Declared Emergency Evaluation and Documentation," EPMP-02.01.
- c. Schedule a self critique with all event participants in the TSC (all shifts) as soon as practical. The procedure "Drill and Exercise Critiques," EPMP-02.04, should be used as a guide.

5.9 Support Activities Director (SAD) shall:

5.9.1 WHEN notified that an Emergency has been declared:

- a. Report to the Technical Support Center (TSC).
- b. IF a Support Activities Director has been designated, UNTIL released, THEN assist the designated SAD.
- c. IF a Support Activities Director has NOT been designated, THEN assume the responsibilities of the SAD and continue implementing this procedure.

5.9.2 Notify the Emergency Director of your assumption of SAD responsibilities and obtain information on plant status and immediate actions.

5.9.3 If needed, direct search and rescue operations (EPIP-OSF-04).

5.9.4 Direct emergency maintenance activities in accordance with the priorities established by the Emergency Director.

5.9.5 Review the maintenance staffing requirements to mitigate the incident.

5.9.6 Brief the Emergency Director on OSF activities:

- Maintenance Activities
- Search and Rescue (EPIP-OSF-04)
- Maintenance Support Requirements

5.9.7 If appropriate, plan for a shift relief per EPIP-AD-05.

5.9.8 IF plant conditions degrade to where the declaration of a higher emergency level (escalation) is warranted, THEN suspend further use of this procedure and go to EPIP-AD-04 Step 5.10.6.

5.9.9 IF Final Conditions (Section 6.0) have NOT been met, THEN go to Step 5.9.3.

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5.9.10 WHEN Final Conditions (Section 6.0) are met:

- a. Verify all work areas are returned to normal status and emergency procedures, forms, etc. are returned to their proper place.
- b. Collect all completed records, logs, forms, notes, and other documentation and give them to the TSCD.
- c. Schedule a self critique with all event participants in the OSF (all shifts) as soon as practical. The procedure "Drill and Exercise Critiques," EPMP-02.04, should be used as a guide.

5.10 Site Protection Director (SPD) shall:

5.10.1 WHEN notified that an Emergency has been declared:

- a. Report to the Security Building.
- b. IF a Site Protection Director has been designated, UNTIL released, THEN assist the designated SPD.
- c. IF a Site Protection Director has NOT been designated, THEN assume the responsibilities of the SPD and continue implementing this procedure.

5.10.2 Notify the ED/TSCD of your arrival in the Security Building and assumption of the SPD responsibility.

5.10.3 Direct the implementation "Security Force Response to Emergencies," EPIP-SEC-02.

5.10.4 If required, establish "Personnel Assembly and Accountability," EPIP-SEC-03.

5.10.5 IF Search and Rescue is required due to accountability results, THEN notify the Support Activities Director.

5.10.6 If appropriate, relocate to the TSC.

5.10.7 Obtain information from the RPD or the Control Room concerning fire, chemical, or radiological hazards present within the protected area.

5.10.8 IF hazards identified by the RPD or the Control Room warrant it, THEN restrict personnel movement.

5.10.9 IF directed by the ED, THEN initiate a plant evacuation (EPIP-SEC-05).

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5.10.10 Brief the Emergency Director on security activities:

- Removal of visitors from site (i.e., fishermen) (EPIP-SEC-02)
- Personnel Accountability (EPIP-SEC-03)
- Access Control
- Significant Security Activities

5.10.11 Ensure that the Security Force and staff are informed of any significant issues relative to their activities.

5.10.12 If required, ensure accountability is maintained (EPIP-SEC-03).

5.10.13 Review security staffing requirements and make appropriate adjustments.

5.10.14 If appropriate, plan for a shift relief per EPIP-AD-05.

5.10.15 IF plant conditions degrade to where the declaration of a higher emergency level (escalation) is warranted, THEN suspend further use of this procedure and go to EPIP-AD-04 Step 5.11.7.

5.10.16 IF Final Conditions (Section 6.0) are NOT met, THEN go to Step 5.10.7.

5.10.17 WHEN Final Conditions (Section 6.0) are met:

- a. Verify all work areas are returned to normal status and emergency procedures, forms, etc. are returned to their proper place.
- b. Collect all completed records, logs, forms, notes, and other documentation and give them to the TSCD.
- c. Schedule a self critique with all event participants in Security (all shifts) as soon as practical. The procedure "Drill and Exercise Critiques," EPMP-02.04, should be used as a guide.

## 6.0 Final Conditions

6.1 Plant Emergency has been Terminated or Recovery actions have begun and the responsible director has suspended the use of EPIPs.

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## 7.0 References

- 7.1 Kewaunee Nuclear Power Plant Emergency Plan
- 7.2 COMTRAK 87-152, Downgrading of EALs
- 7.3 COMTRAK 88-068, Calling in Additional Communicators as Required
- 7.4 NRC Inspection Report K-87-195, same as Step 7.2
- 7.5 10CFR50.72(c)(3), Maintaining Open Communications with the NRC
- 7.6 NAD-02.09, Occupational Injuries or Vehicle Accidents During Operations
- 7.7 EPIP-AD-02, Emergency Class Determination
- 7.8 EPIP-AD-04, KNPP Response to Alert or Higher
- 7.9 EPIP-AD-05, Emergency Response Organization Shift Relief Guideline
- 7.10 EPIP-AD-07, Initial Emergency Notifications
- 7.11 EPIP-AD-11, Emergency Radiation Controls
- 7.12 EPIP-AD-15, Recovery Planning and Termination
- 7.13 EPIP-AD-19, Protective Action Guidelines
- 7.14 EPIP-AD-20, KNPP Response to a Security Threat
- 7.15 EPIP-EOF-08, Continuing Emergency Notifications
- 7.16 EPIP-OSF-04, Search and Rescue
- 7.17 EPIP-SEC-02, Security Force Response to Emergencies
- 7.18 EPIP-SEC-03, Personnel Assembly and Accountability
- 7.19 EPIP-SEC-05, Personnel Evacuation
- 7.20 EPIP-TSC-02, Technical Support Center Activation
- 7.21 EPIP-APPX-A-02, Response Personnel Call List
- 7.22 EPIP-APPX-A-03, Off-Site Telephone Numbers
- 7.23 EPMP-02.01, Declared Emergency Evaluation and Documentation

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- 7.24 EPMP-02.04, Drill and Exercise Critiques
- 7.25 Form GNP-11.04.04-1, Event Notification Worksheet
- 7.26 Form EPIPF-AD-07-01, Event Notice
- 7.27 Form EPIPF-AD-07-02, State Call-Back - Question Guideline

## 8.0 Records

- 8.1 The following QA records and non-QA records are identified in this directive/procedure and are listed on the KNPP Records Retention Schedule. These records shall be maintained according to the KNPP Records Management Program.

### 8.1.1 QA Records

- Event Notice, Form EPIPF-AD-07-01
- Event Notification Worksheet, Form GNP-11.04.04-1

### 8.1.2 Non-QA Records

None

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Reviewed By <i>Jeanne M. Ferris</i>		Approved By <i>David R. Seibert</i>			
Nuclear Safety Related	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	PORC Review Required	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	SRO Approval Of Temporary Changes Required	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

## 1.0 Purpose

- 1.1 This procedure provides instruction for the Shift Manager/Emergency Director and other initial response personnel for an appropriate response to an **Alert, Site Emergency, or General Emergency**.

## 2.0 General Notes

- 2.1 The Shift Manager (SM) is the initial Emergency Director (ED) in all situations. Any transfer of this responsibility shall be documented in the Shift Manager's log and communicated to all on-site directors.
- 2.2 As more information becomes available, initial protective action recommendations should be adjusted in accordance with plant conditions, dose projections, time available to evacuate, estimated evacuation times, and meteorological conditions (EPIP-AD-19, "Protective Action Guidelines").
- 2.3 IF notified by radio-pager and the message is not understood, THEN emergency response personnel should confirm contact by telephoning Meridian Mail at 1-800-236-1588. A Meridian Mail voice message will indicate that the radio-pager activation was for an actual declared emergency and NOT a drill or exercise.
- 2.4 IF approached by the media during a declared emergency, THEN refer them to the Telephone Response Center at (920) 433-1400 or 1-800-838-6192 and tell them that this is their most accurate source for information.

## 3.0 Precautions and Limitations

- 3.1 The classification of an event should be performed within 15 minutes of recognizing that conditions exist requiring that classification and the subsequent declaration on "Event Notice," Form EPIPF-AD-07-01. "Event Notice," Form EPIPF-AD-07-01, should be initiated and in progress to state and local emergency governments within 15 minutes of the emergency level being declared, or as soon as possible without further compromise to plant or public safety.
- 3.2 The SM should remain in the Control Room during a declared emergency.

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3.3 The following responsibilities of the ED shall NOT be delegated:

- 3.3.1 Determination of emergency classification (EPIP-AD-02, "Emergency Class Determination").
- 3.3.2 Authorization of emergency exposures in excess of 10CFR Part 20 limits (EPIP-AD-11, "Emergency Radiation Controls").
- 3.3.3 UNTIL the Emergency Response Manager assumes the responsibility following EOF activation, recommendations of protective actions to off-site authorities (EPIP-AD-19).

3.4 The ED should carefully consider the status of activities (especially those identified in Step 3.3 above) before relocating to the TSC. Relocation to the TSC prior to TSC activation is not recommended.

3.5 An emergency classification should be made within 15 minutes of recognizing that conditions exist requiring classification in accordance with the EALs. This 15 minute goal is in addition to the 15 minute notification requirement once an emergency declaration has been made on "Event Notice," Form EPIPF-AD-07-01. There are times when it may be appropriate to delay classification while significant changes in plant parameters are evaluated for their impact on classification. Examples of such events are an unanticipated:

- Plant Trip
- SI Initiation
- Entry into an orange or red path
- Loss of a safety system

If such an event should occur during classification, it may be appropriate to exceed the 15 minute goal to ensure an accurate classification.

#### 4.0 Initial Conditions

- 4.1 This procedure shall be implemented upon declaration of an **Alert, Site Emergency, General Emergency**, or when directed by the Shift Manager or Emergency Director.

#### 5.0 Procedure

5.1 SM/ED shall take the following Initial Actions:

- 5.1.1 IF a security threat exists, THEN go to EPIP-AD-20, "KNPP Response to a Security Threat" (Reference Operations Procedure E-0-08).
- 5.1.2 Contact the Shift Technical Advisor (STA) and direct them to report to the Control Room.



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- 5.1.3 IF the event can be declared and terminated within one notification, THEN the SM/ED has the option to require assembly based on the nature of the event and their judgement of threat to plant staff safety. In case assembly is not warranted, go to Step 5.1.4.
- 5.1.4 IF assembly could present an unacceptable risk to plant employees as a result of a security event, THEN do NOT initiate assembly. Go to Step 5.1.5 (Reference Operations Procedure E-0-08).
- 5.1.5 Initiate personnel assembly.
- Prepare your Gai-tronics message by making the choices identified in the box below in Step 5.1.4.c.
  - Sound the plant siren.
  - Read aloud two times on the Gai-tronics the message below.

**"Attention all personnel. We are experiencing an (Choose One) (Alert/Site Emergency/General Emergency). Emergency response organization personnel should report to their duty locations. All other personnel should report to the nearest assembly area."**

*Choose (1) or (2)*

- (1) No additional personnel protective actions are required at this time.
- (2) Personnel should avoid the following plant areas because  
of \_\_\_\_\_ (type hazard):  
\_\_\_\_\_ (plant area)  
\_\_\_\_\_ (plant area)  
\_\_\_\_\_ (plant area)

- 5.1.6 Contact the Security Shift Captain/Site Protection Director.
- Verify "Security Force Response to Emergencies," EPIP-SEC-02, actions are being implemented for an Alert or Higher.
    - Verify on-site members of the general public are directed to leave the site in accordance with EPIP-SEC-02.
    - Verify control measures for site access/egress are established in accordance with EPIP-SEC-02.
  - IF personnel assembly has been initiated, THEN verify that "Personnel Assembly and Accountability," EPIP-SEC-03, is initiated.
  - Describe briefly the emergency event.

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**Note**

*Protective actions for the public are required for a General Emergency only.*

- 5.1.7 Complete the "Event Notice," Form EPIPF-AD-07-01.

**Note**

*Adverse meteorology exists if:*

1. The 10 AND 60 meter wind speed is less than 5 mph, AND
  2. Delta T is greater than +2.4°F OR Sigma Theta is less than 3.01 degrees.  
(Refer to Graphic Display #52 from the Honeywell terminal).
- a. IF adverse meteorology does NOT exist, THEN complete Box 7 by getting the downwind sector(s) from the guide on the back of Form EPIPF-AD-07-01.
  - b. IF adverse meteorology does exist, THEN enter N/A in Box 7 and explain in Box 10.
  - c. IF the event is a General Emergency and adverse meteorology does NOT exist, WHEN completing Part #9, THEN check the following items:
    - (B) 0 to 2 mile radius.
  - d. IF the event is a General Emergency and adverse meteorology exists, WHEN completing Part #9, THEN check the following item:
    - (C) 0 to 5 mile radius.

**Note**

*The three sectors in (D), include the downwind sector from Part #7 and one sector either side.*

- (D) 2 to 5 miles in sectors \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_.
- e. IF the event is an Alert or Site Emergency, WHEN completing Part #9, THEN check the following item:
    - (A) None

**Note**

*IF there is more than one Notifier and Control Room Communicator, THEN Steps 5.1.7 and 5.1.9 should be done in parallel.*

- 5.1.8 Direct the Notifier/Communicator to initiate notifications per EPIP-AD-07, "Initial Emergency Notifications," using the "Event Notice," Form EPIPF-AD-07-01, completed in Step 5.1.6.
- 5.1.9 IF the event notification is a combination declaration and termination (quick in and out event), THEN determine the need to activate ERO radio pagers.

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- 5.1.10 If appropriate, direct the Notifier/Communicator to activate pagers for all emergency response personnel (group code 9233) in accordance with EPIP-AD-07 Step 5.5. (See "Response Personnel Call List," EPIP-APPX-A-02, for individual pager codes.)
- 5.1.11 Direct the STA to notify the NRC in accordance with Step 5.6.3 of this procedure.
- 5.1.12 Review "State Call-Back - Question Guideline," Form EPIP-AD-07-02, to prepare for questions which are most likely to be asked by State Duty Officer or State Radiological Coordinator.
- 5.1.13 Log all significant events and actions.
- 5.1.14 Verify Control Room Ventilation System operation.
- 5.1.15 Report any increase in Control Room radiation to the Radiological Protection Director (RPD) for habitability assessment.
- 5.1.16 Request support from Technical Support Center (TSC) or OSF staff as needed.
- 5.1.17 Update facility directors as needed including such information as:
- Current Emergency Classification
  - Conclusions that led to the current classification
  - Conditions that may be improving or declining
  - Potential changes in status and possible classification changes
- 5.1.18 Until relieved by a designated ED, continue to make assessments of plant conditions and perform the required actions of the ED (Section 5.2 of this procedure) go to Step 5.2.6.

**5.2 Emergency Director (Designated) shall:**

- 5.2.1 WHEN notified that an Emergency has been declared:
- a. Report to the Control Room.
  - b. IF an Emergency Director has been designated, THEN until released,
    - If appropriate, plan a shift relief per EPIP-AD-05.
    - Assist the designated Emergency Director.
  - c. IF an Emergency Director has NOT been designated, THEN notify the Shift Manager of your intent to assume the responsibilities of the Emergency Director and continue implementation of this procedure.

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5.2.2 When appropriate, accept a briefing from the Shift Manager and STA. Key points listed below:

- a. \_\_\_\_\_ Classification chart used to determine emergency level.
- b. \_\_\_\_\_ Protective Action Recommendation in effect.
- c. \_\_\_\_\_ Status of off-site and KNPP notifications.
- d. \_\_\_\_\_ Status of plant accountability.
- e. \_\_\_\_\_ Status of plant operation.
- f. \_\_\_\_\_ Control Room support priorities.

5.2.3 Notify other directors and Control Room staff of the transfer of the ED responsibility to you and your location.

5.2.4 When appropriate, relocate to the Technical Support Center (TSC).

5.2.5 Brief the TSC staff on the plant conditions.

5.2.6 Ensure the overall emergency level is continually reviewed.

- a. \_\_\_\_\_ Event Classification (EPIP-AD-02)
- b. \_\_\_\_\_ PAR (EPIP-AD-19)
- c. \_\_\_\_\_ Emergency Radiological Exposures (EPIP-AD-11)

### **Warning**

*It is not required to de-escalate from an Emergency Action Level, termination or direct entry into recovery is preferable. However, there may be occasions when it is more appropriate to de-escalate.*

*EPIP-AD-02 and other EPIPs are not written to facilitate de-escalation. Therefore, any decision to de-escalate instead of entering recovery must be based on a thorough review of EPIP-AD-02 and careful use of appropriate procedures.*

5.2.7 IF plant conditions have met the conditions for escalating or de-escalating the emergency classification (EPIP-AD-02), set the time and emergency level being declared, THEN:

- a. IF assembly could present an unacceptable risk to plant employees as a result of a Security Event, THEN do NOT initiate assembly.  
Go to Step 5.2.7(d).

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b. IF it has NOT already been completed, THEN:

1. Direct a Control Room staff member to sound the plant siren.
2. WHEN the plant siren has been sounded, read aloud two times on the Gai-tronics the message below:

**“Attention all personnel. We have (Choose One) escalated/de-escalated from (Choose One) (Unusual Event/Alert/Site Emergency/General Emergency) to (Choose One) ((Unusual Event/Alert/Site Emergency/General Emergency)). Designated emergency response directors should take appropriate action.**

**Emergency Personnel shall report to their emergency duty station. All other personnel should report to the nearest assembly area.”**

*Choose (1) or (2)*

- (1) No additional personnel protective actions are required at this time.
- (2) Personnel should avoid the following plant areas because of \_\_\_\_\_ (type hazard):

\_\_\_\_\_ (plant area)

\_\_\_\_\_ (plant area)

\_\_\_\_\_ (plant area)

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c. IF personnel assembly has been completed, THEN:

1. Direct a Control Room staff member to sound the plant siren.
2. When the plant siren has been sounded, read aloud two (2) times on the Gai-tronics the message below:

**"Attention all personnel. We have (Choose One) escalated/de-escalated from (Choose One) (Unusual Event/Alert/Site Emergency/General Emergency) to (Choose One) (Unusual Event/Alert/Site Emergency/General Emergency). Designated emergency response directors should take appropriate action."**

*Choose (1) or (2)*

- (1) No additional personnel protective actions are required at this time.
- (2) Personnel should avoid the following plant areas because of \_\_\_\_\_ (type hazard):  
\_\_\_\_\_ (plant area)  
\_\_\_\_\_ (plant area)  
\_\_\_\_\_ (plant area)

d. IF the EOF has NOT accepted responsibility for off-site notifications and PARs, THEN:

**Note**

*Protective actions for the public are required for a General Emergency only.*

1. Review current and potential protective action recommendations (EPIP-AD-19).
2. IF time permits, THEN contact off-site authorities via the Dial-Select to discuss pending changes in classification and/or appropriate PAR.
3. Initiate revised event classifications and/or PAR on "Event Notice," Form EPIPF-AD-07-01.
4. Review and sign all "Event Notice," Form EPIPF-AD-07-01, that are generated from the CR/TSC.
5. Forward approved "Event Notice," Form EPIPF-AD-07-01, to the EOF Communicator for transmission to off-site agencies.
6. Verify that required notifications are made (EPIP-AD-07 or EPIP-EOF-08, "Continuing Emergency Notifications").

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- e. IF the EOF has taken responsibility for off-site notifications and PARs, THEN ensure the ERM is notified of the emergency level escalation and the time it was declared.
  - f. Direct the Shift Technical Advisor to notify the NRC in accordance with Step 5.6.3 of this procedure.
- 5.2.8 Determine the response status with an information collection brief. Include the following emergency response organization Directors:
- a. \_\_\_\_\_ Event Operations Director (EOD):
    - Off-site Notifications (EPIP-AD-07)
    - Plant Operations Status
    - Control Room support priorities
  - b. \_\_\_\_\_ Radiological Protection Director (RPD):
    - Status of Radiological Effluent Releases (potential off-site dose consequences)
    - Off-site Dose Assessment Evaluation
    - Emergency Radiation Controls (EPIP-AD-11) (actions taken in response to this procedure)
    - Status of Personal Injuries or Vehicle Accidents
    - Availability of Potassium Iodide (EPIP-AD-18, "Potassium Iodide Distribution")
  - c. \_\_\_\_\_ Technical Support Center Director (TSCD):
    - TSC Activation and Operational Status (EPIP-TSC-02, Technical Support Center Activation")
    - Significant Plant Trends
    - "Core Damage Assessment" (EPIP-TSC-09A, "Core Damage Assessment")
  - d. \_\_\_\_\_ Support Activities Director (SAD):
    - OSF Activation and operational status
    - OSF Facility Operations (EPIP-OSF-02, "Operational Support Facility Operations")
    - Maintenance Activities
    - "Search and Rescue" (EPIP-OSF-04, "Search and Rescue")

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e. \_\_\_\_\_ Site Protection Director (SPD):

- Removal of Visitors from site (i.e., fishermen) (EPIP-SEC-02)
- Personnel Accountability (EPIP-SEC-03)
- Access Control
- Significant Security Activities

f. \_\_\_\_\_ Severe Accident Management Team Leader (SAMTL):

- SAM Team Status
- Severe Challenge Status
- Strategies Implemented
- Strategies being Evaluated
- New Strategy Recommendations

5.2.9 Determine priorities of major tasks required to minimize the impact on the public and mitigate the incident. Weigh activities in the following areas:

- Operations
- Radiological
- Technical Support
- Maintenance
- Security

5.2.10 Inform Emergency Response Manager (ERM) of:

- Status of the plant.
- On-site or off-site radiological releases or potential releases.
- Priorities of tasks to minimize the impact to the public.
- Incidents of public interest (i.e., fires, spills, personnel contaminations, and personnel injuries).



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- 5.2.11 When appropriate, brief the Plant Emergency Response Organization on plant conditions and priorities. Give specific guidance and assignments considering the following:
- If required, direct evacuation of non-essential personnel from the plant.
    - Direct the SPD to initiate a plant evacuation.
    - Direct the RPD to assist the SPD in the plant evacuation.
    - Contact the Manitowoc and Kewaunee County Emergency Directors and the ERM to coordinate the evacuation (may use Dial Select).
    - The SPD implements and coordinates instructions.
    - Update the Manitowoc and Kewaunee County Emergency Directors and the ERM on the status of the evacuation (may use Dial Select).
  - If appropriate, instruct the data coordinator to initiate plant parameter trends on the following:
    - Safety Assessment System
    - Digital Display (#3)
    - Honeywell Trend Recorders
- 5.2.12 IF the ERM has NOT assumed the responsibility, THEN provide Plant Emergency status updates to off-site authorities.
- IF off-site EOCs are activated, THEN use the Dial Select to contact off-site organizations.
  - IF off-site organization EOCs are NOT activated, WHEN those organizations initiate a request, THEN provide status updates.
  - Use the "State Call-Back - Question Guideline," Form EPIPF-AD-07-02, or "Plant Emergency Status Report," Form EPIPF-EOF-08-05, and/or "Radiological Status Report," Form EPIPF-EOF-08-06, as information guides.
- 5.2.13 Review the plant Emergency Response Staffing requirements and need for any Emergency Director Assistants.
- 5.2.14 If appropriate, plan for a shift relief per EPIP-AD-05.
- 5.2.15 Review the requirements of Section 5.1 of EPIP-AD-15, "Recovery Planning and Termination," and determine if recovery or termination activities can be implemented.
- 5.2.16 IF Final Conditions (Section 6.0) have NOT been met, THEN go to Step 5.2.6.

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5.2.17 WHEN Final Conditions (Section 6.0) are met:

- a. Notify the Emergency Response Manager of the event termination or entry into recovery and the suspension of the use of the use of EPIPs.
- b. IF the event is an ENTRY INTO RECOVERY, THEN read aloud two times on the Gai-tronics the message below:

**“Attention all personnel. We have entered plant recovery operations. Review final conditions of all procedures and restore all emergency response materials and equipment to their proper location. Appropriate inventories should be performed and supplies replenished as appropriate. Use of EPIPs is suspended when all final actions have been completed to the satisfaction of the facility Director. The Recovery Manager is \_\_\_\_\_ and the Environmental Liaison is \_\_\_\_\_.”**

- c. IF the event is an emergency class TERMINATION, THEN read aloud two times on the Gai-tronics the message below:

**“Attention all personnel. We have terminated the Emergency response. Review final conditions of all procedures and restore all emergency response materials and equipment to their proper location. Appropriate inventories should be performed and supplies replenished as appropriate.”**

- d. Ensure that termination or recovery notifications have been initiated by the NRC communicator.
- e. Verify that “Event Notice,” Form EPIPF-AD-07-01, is being transmitted accordance with EPIP-AD-07 or EPIP-EOF-08.
- f. Verify all work areas are returned to normal status and emergency procedures, forms, etc. are returned to there proper place.
- g. Collect all completed records, logs, forms, notes, and other documentation and give them to the TSCD.
- h. Implement EPMP-02.01, “Declared Emergency Evaluation and Documentation.”

5.3 The Notifier shall:

- 5.3.1 WHEN notified or upon hearing the Event announcement (except when a Security Event is in progress), report immediately to the SM in the Control Room.

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5.3.2 WHEN directed by the Emergency Director/Shift Manager, perform event notifications, go to EPIP-AD-07.

5.3.3 IF a Control Room Communicator is NOT available, THEN assume the role of the Control Room Communicator and go to Step 5.4.4.

5.3.4 Until released, remain in the Control Room and help the designated Control Room Communicator.

5.3.5 WHEN released, report back to the Shift Captain.

**5.4 Control Room Communicator shall:**

5.4.1 WHEN directly notified, paged by radio-pager, or hearing the event announcement:

- a. Report to the Control Room immediately.
- b. IF the Control Room Communicator has been designated, THEN until released, assist the designated Control Room Communicator.
- c. IF a Control Room Communicator has NOT been designated, THEN assume the responsibilities of the Control Room Communicator and continue to implement this procedure.

5.4.2 Notify the SM/ED of your arrival and assumption of the Control Room Communicator duties.

5.4.3 If applicable, obtain the status of notifications and verification call backs from the Notifier.

5.4.4 IF there is an event: DECLARATION, ESCALATION, DE-ESCALATION, CHANGE IN PAR, TERMINATION, OR ENTRY INTO RECOVERY, AND directed by the SM/ED, go to EPIP-AD-07 OR EPIP-EOF-08 AND make the appropriate event notifications.

5.4.5 Review the need for the Notifier and assistant communicators support.

5.4.6 IF additional Communicator support is needed, THEN contact the Technical Support Center Director

5.4.7 If appropriate, plan for a shift relief per EPIP-AD-05.

5.4.8 Notify the EOD of any significant events.

5.4.9 IF Final Conditions (Section 6.0) have NOT been met, THEN go to Step 5.4.4.

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5.4.10 WHEN Final Conditions (Section 6.0) are met:

- a. Verify that the bell switch on the emergency government verification line is in the ON position.
- b. Verify all work areas are returned to normal status and emergency procedures, forms, etc. are returned to their proper place.
- c. Collect all completed records, logs, forms, notes, and other documentation and give them to the EOD.

5.5 The **Control Room Support Person (SP-C)** shall:

5.5.1 WHEN directly notified, paged by radio-pager, or hearing the event announcement:

- a. Report to the Control Room immediately.
- b. IF a Control Room Support Person has been designated, THEN until released, assist the Control Room Support Person, as instructed.
- c. IF a Control Room Support Person has NOT been designated, THEN assume the responsibilities of the Control Room Support Person and continue to implement this procedure.

5.5.2 Initiate or maintain accountability in the Control Room (EPIP-SEC-03).

5.5.3 Support the control room staff with:

- a. Chronological log of events
- b. Copying
- c. Answering telephones

5.5.4 Review the need for additional Control Room Support Personnel.

5.5.5 IF additional Support Personnel are needed, THEN notify the EOD.

5.5.6 If appropriate, plan for a shift relief per EPIP-AD-05, "Emergency Response Organization Shift Relief Guideline."

5.5.7 Notify the EOD of any significant issues.

5.5.8 IF Final Conditions (Section 6.0) have NOT been met, THEN go to Step 5.5.2.

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5.5.9 WHEN Final Conditions (Section 6.0) are met:

- a. Verify all work areas are returned to normal status and emergency procedures, forms, etc. are returned to their proper place.
- b. Collect all completed records, logs, forms, notes, and other documentation and give them to the EOD.

5.6 Shift Technical Advisor shall:

**Note**

*The Shift Technical Advisor shall be capable of responding to the Control Room within 10 minutes.*

5.6.1 Report to the Control Room to be briefed on plant conditions.

5.6.2 Assist the Shift Manager in assessing plant conditions and determining emergency classification as defined in EPIP-AD-02, "Emergency Class Determination."

**Note**

*IF all off-site and ERO notifications are complete, THEN NRC notifications may be delegated to the Control Room Communicator (CRCm) and should be turned over to the NRC Communicator (NRCCm) as soon as practical.*

5.6.3 Perform NRC Notification:

- a. Gather information needed to prepare the NRC "Event Notification Worksheet," Form GNP-11.04.04-1.

**Note**

*If needed, the commercial telephone number is (301) 951-0550.*

- b. Notify the NRC (Headquarters, Bethesda) as soon as possible, but not more than one hour after declaration of the Event, using the Emergency Notification System (ENS) phone with the red sticker.

**Note**

*The NRC may request continuous communications per 10CFR50.72(c)(3). The STA must coordinate this activity with accident assessment until arrival of a Control Room Communicator, NRC Communicator, OR activation of the TSC allows them to assume this activity.*

- c. Provide the NRC with the necessary information from a completed Event Notification Worksheet.

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5.6.4 WHEN the Control Room Communicator (CRCm), OR NRC Communicator arrives, OR the TSC accepts responsibility for NRC communications and plant status and other activities are at a point that it is appropriate, turn NRC communications over by taking the following actions:

- a. Brief on plant conditions, the status of NRC notification and updates.
- b. Inform them that you are turning over responsibility for NRC communications to them.

5.6.5 Support the Control Room staff with technical and analytical assistance in diagnosing abnormal events and to ensure adequate core cooling.

5.6.6 Monitor plant conditions and provide assistance as needed to the Shift Manager.

5.6.7 IF Final Conditions (Section 6.0) have NOT been met, THEN go to Step 5.6.5.

5.6.8 WHEN Final Conditions (Section 6.0) are met:

- a. Verify all work areas are returned to normal status and emergency procedures, forms, etc. are returned to their proper place.
- b. Collect all completed records, logs, forms, notes, and other documentation and give them to the EOD.

#### 5.7 Event Operations Director (EOD) shall:

5.7.1 WHEN notified that an Emergency has been declared:

- a. Report to the Control Room.
- b. IF an Event Operations Director has been designated, THEN until released,
  - If appropriate, plan a shift relief per EPIP-AD-05, AND
  - Assist the designated Event Operations Director.
- c. IF an Event Operations Director has NOT been designated, THEN assume the responsibilities of the Event Operations Director and continue implementation of this procedure.

5.7.2 Notify the SM/ED of your arrival and assumption of Event Operations Director responsibilities.

5.7.3 WHEN they are activating, verify DAROME communication links with TSC and EOF.

5.7.4 When appropriate, accept a briefing from the Shift Manager and STA.

5.7.5 Verify Control Room personnel accountability is being maintained.

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- 5.7.6 Review Control Room staffing requirements, AND
- Direct the Notifier/Communicator to contact additional operations personnel as needed and request that they report to the site (See "Response Personnel Call List," EPIP-APPX-A-02 for names and numbers).
  - Release any personnel NOT required.
- 5.7.7 Assess overall plant status.
- Verify equipment status and instrument indications.
  - Verify Radiation monitors for abnormal indications.
  - Review corrective actions that have been taken.
- 5.7.8 As necessary, make any recommendations to the Shift Manager.
- 5.7.9 Brief the Emergency Director of any changes on:
- Off-site Notifications (EPIP-AD-07 or EPIP-EOF-08)
  - Plant Operations Status
  - Control Room support priorities
- 5.7.10 Inform the RPD of any changes in radiological indications.
- 5.7.11 If required, request technical or maintenance support from the ED.
- 5.7.12 Prepare all work requests (WR) for approval.
- Review WR and designate retest requirements.
  - If required to do the job, determine and initiate system lineups and tagouts.
- 5.7.13 Brief the Control Room staff periodically on:
- Emergency response status
  - Priorities
  - Specific guidance and assignments
- 5.7.14 If appropriate, plan for shift relief per EPIP-AD-05.
- 5.7.15 IF Final Conditions (Section 6.0) have NOT been met, THEN go to Step 5.7.5.

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5.7.16 WHEN Final Conditions (Section 6.0) are met:

- a. Verify all work areas are returned to normal status and emergency procedures, forms, etc. are returned to their proper place.
- b. Collect all completed records and logs, as described in procedure "Declared Emergency Evaluation and Documentation," EPMP-02.01.
- c. Schedule a self critique with all event participants in the CR (all shifts) as soon as practical. The procedure "Drill and Exercise Critiques," EPMP-02.04, should be used as a guide.

5.8 **Radiological Protection Director (RPD)** shall:

5.8.1 WHEN notified that an Emergency has been declared:

- a. Report to the Technical Support Center (TSC).
- b. IF a Radiation Protection Director has been designated, THEN until released,
  - If appropriate, plan a shift relief per EPIP-AD-05.
  - Assist the designated RPD.
- c. IF a Radiation Protection Director has NOT been designated, THEN assume the responsibilities of the RPD and continue implementing this procedure.

5.8.2 Notify the ED/TSCD of your arrival in the TSC and assumption of RPD responsibilities.

5.8.3 Direct the staff to activate the RPO/RAF (EPIP-RET-02A, "RPO - RAF Activation").

5.8.4 The RPD shall relocate the RPO to the RAF at an alert or higher.

5.8.5 Direct staff to establish Radiation Emergency Team organization (EPIP-RET-02, "In-Plant Radiation Emergency Team").

5.8.6 If required, verify personnel accountability in RPO is being maintained.

5.8.7 If required, assist the SAD in search and rescue operations (EPIP-OSF-04).

5.8.8 Check radiological and meteorological information available in the TSC.

5.8.9 If needed, contact the Data Coordinator or Operations Communicator for additional Area and Process radiation monitor information.

5.8.10 Verify that emergency radiation controls are being implemented (EPIP-AD-11).

5.8.11 Verify controlled area access is being maintained (EPIP-RET-02D, "Emergency Radiation Entry Controls and Implementation").



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5.8.12 As dictated by the emergency event, direct the staff to implement additional In-Plant Radiation Emergency Team (IRET), Chemistry Emergency Team (CET), and Site Radiation Emergency Team (SRET) procedures.

- "Gaseous Effluent Sample and Analysis," EPIP-RET-02B
- "Liquid Effluent Release Paths," EPIP-RET-03A
- "Post Accident Operation of the High Radiation Sample Room," EPIP-RET-03C
- "Containment Air Sampling Analysis Using CASP," EPIP-RET-03D
- "SBF Operation/Relocation," EPIP-RET-04A
- "Site Boundary Dose Rates During Controlled Plant Cooldown," EPIP-RET-05
- "Contamination Control of the Aurora Medical Center," EPIP-RET-08
- "Post Accident Population Dose," EPIP-RET-09

5.8.13 IF dose calculation capability is NOT available in the EOF AND a radioactive release has occurred or there is the potential for a release, THEN:

- a. Direct the staff to perform dose projections (EPIP-ENV-03C, "Dose Projection Using RASCAL Version 2.2 Software").
- b. Maintain an overall awareness of environmental conditions and the contributing factors for development of protective action recommendations in accordance with procedure EPIP-AD-19.

5.8.14 Monitor plant conditions for indications of radioactive iodine and with concurrence of the ED make KI available, if appropriate (EPIP-AD-18).

5.8.15 If required, assist the SPD with Personnel Evacuation (EPIP-SEC-05).

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**Note**

*Transportation of a contaminated injured person shall be to the Aurora Medical Center and an IRET should be dispatched to the hospital.*

**Note**

*IF there is a question as to the extent of injuries, THEN it should be treated as a critical injury.*

**Note**

*Off-Site Support Agencies and their phone numbers are listed in "Off-Site Telephone Numbers," EPIP-APPX-A-03.*

5.8.16 IF there are injuries or vehicle accidents associated with plant personnel or contractors, THEN contact the appropriate support agencies.

a. IF the injury is a "Medical Attention (Critical) Injury" or a vehicle accident with injuries (see NAD-02.09 for definition of critical injuries), THEN:

1. Contact the County Sheriff's office with jurisdiction at the location of the injury(s). (Kewaunee County has jurisdiction on the KNPP site.)
  - Kewaunee County Dispatch - 911
  - Manitowoc County Dispatch - (920) 683-4200
2. Notify the dispatcher of the accident and/or injury and request a rescue squad (all critically injured personnel shall be transported by rescue squad).
3. Provide the dispatcher with the following information:
  - Your name, position, and return telephone number.
  - The location of the accident and when it occurred.
  - How many and how the injury(s) occurred.
  - Nature and extent of injuries and condition of the patient(s).
  - If any, extent of radioactive contamination and instructions that transportation of a potentially contaminated injured person shall be to the Aurora Medical Center.
  - Plant name, location.
  - If required, plant access instructions.

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4. IF the injury is on-site, THEN:
  - Inform the SPD of your request for a rescue squad and its estimated time of arrival.
  - Direct the SPD to have the vehicle driven to the proper plant entrance.
5. IF the accident potentially involves radioactive contamination, THEN:
  - Dispatch an IRET member or SRET to the accident site for contamination control.
  - Dispatch an IRET member to the Aurora Medical Center to assist the hospital staff.
6. Insure that the requirements for "Occupational Injuries or Vehicle Accidents During Operations," NAD-02.09, are implemented.
7. Inform the Emergency Director, Emergency Response Manager, and the Spokesperson of the accident and details of the injuries.
- b. IF the Injury is a "Medical Attention (Non-critical) Injury," THEN:

**Note**

*Any KNPP or contractor vehicle may be used for transport of (non-critical) injured personnel.*

1. Arrange for transportation of the injured person.
2. Direct the SPD to have the vehicle driven to the proper plant entrance.
3. Contact the hospital or clinic and provide the following information:
  - Your name, position, and return telephone number.
  - When, how many, and how the injury(s) occurred.
  - Nature of injuries and condition of the patient.
  - If any, extent of radioactive contamination.
  - Plant name, location, and access instructions.
  - Estimated time of arrival for the patient(s) at the hospital or clinic.
4. IF there are contaminated injuries, THEN send an IRET member to the Aurora Medical Center to assist the hospital staff.
5. Insure that the requirements "Occupational Injuries or Vehicle Accidents During Operations," NAD-02.09, are implemented.
6. Inform the Emergency Director, Emergency Response Manager, and the Spokesperson of the accident and details of the injuries.

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5.8.17 Brief the Emergency Director of plant radiological conditions:

- Status of Radiological Effluent Releases (potential off-site dose consequences).
- Emergency Radiation Controls (EPIP-AD-11) (actions taken in response to this procedure).
- Status of Personal Injuries or Vehicle Accidents.
- Availability of Potassium Iodide (EPIP-AD-18).

5.8.18 Review the personnel requirements in the RPO/RAF and:

- a. As needed, direct the staff to contact additional Radiation Emergency Team (RET) members.
- b. Release any RPO/RAF staff not required.

5.8.19 If appropriate for long term accident support, then coordinate with the ALD to establish contract support.

5.8.20 If appropriate, plan for a shift relief per EPIP-AD-05.

5.8.21 IF Final Conditions (Section 6.0) have NOT been met, THEN go to Step 5.8.5.

5.8.22 WHEN Final Conditions (Section 6.0) are met:

- a. Verify all work areas are returned to normal status and emergency procedures, forms, etc. are returned to their proper place.
- b. Collect all completed records, logs, forms, notes, and other documentation and give them to the TSCD.
- c. Verify all samples collected have been cataloged and appropriately stored.
- d. Schedule a self critique with all event participants in the RPO/RAF (all shifts) as soon as practical. The procedure "Drill and Exercise Critiques," EPMP-02.04, should be used as a guide.

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**5.9 Technical Support Center Director (TSCD) shall:**

5.9.1 WHEN notified that an Emergency has been declared:

- a. Report to the Technical Support Center (TSC).
- b. If a Technical Support Center Director has been designated, UNTIL released:
  - Assist in the activation of the TSC per EPIP-TSC-02.
  - If appropriate, plan a shift relief per EPIP-AD-05.
  - Assist the designated TSCD.
- c. IF a Technical Support Center Director has NOT been designated, THEN assume the responsibilities of the TSCD and continue implementing this procedure.

5.9.2 Notify the Emergency Director of your assumption of TSCD responsibilities.

5.9.3 Notify TSC staff of your assumption of TSCD responsibilities.

5.9.4 Verify that the TSC is being activated (EPIP-TSC-02).

5.9.5 Verify accountability is being maintained in the TSC (EPIP-SEC-03).

5.9.6 Determine the TSC activity status by obtaining the following information from TSC staff.

a. \_\_\_\_\_ Operations Coordinator:

- TSC support of control room activities
- Technical support of IPEOPs (EPIP-TSC-10, "Technical Support for IPEOPs")

b. \_\_\_\_\_ Engineering Coordinator:

- Design change activities (EPIP-TSC-04, "Emergency Physical Changes, Major Equipment Repair")
- Work requests (EPIP-OSF-03, "Work Requests During an Emergency")
- Support Activities

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- c. \_\_\_\_\_ Core Hydraulics Coordinator:
    - Core Damage Assessment (EPIP-TSC-09A)
    - If appropriate, Steam Release Calculations (EPIP-TSC-08A, "Calculations for Steam Release from Steam Generators")
    - If appropriate, Head Venting Calculations (EPIP-TSC-07, "RV Head Venting Time Calculation")
  - d. \_\_\_\_\_ Quality Control Coordinator:
    - QC concerns
    - Warehouse activities
  - e. \_\_\_\_\_ Data Coordinator:
    - Status of data collection and posting (EPIP-TSC-03)
    - Significant changes in plant parameters
  - f. \_\_\_\_\_ Communicators
    - EOF, CR, JPIC Communication (3-Way Conference)
    - NRC communications
    - Emergency Response Data System
- 5.9.7 Contact the Emergency Director (ED) and obtain information on plant status.
- 5.9.8 Brief the Emergency Director on TSC activities.
- TSC Activation and Operational Status (EPIP-TSC-02)
  - Significant Plant Trends
  - Core Damage Assessment (EPIP-TSC-09A)
- 5.9.9 Ensure the TSC staff is informed of plant status and ED priorities.
- 5.9.10 Review TSC staffing requirements.
- 5.9.11 If appropriate, plan for a shift relief per EPIP-AD-05.
- 5.9.12 IF Final Conditions (Section 6.0) have NOT been met, THEN go to Step 5.9.5.
- 5.9.13 WHEN Final Conditions (Section 6.0) are met:
- a. Ensure the TSC and OSF are de-activated per "Technical Support Center Activation," EPIP-TSC-02.
  - b. Collect all records and logs as described in procedure "Declared Emergency Evaluation and Documentation," EPMP-02.01.

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- c. Schedule a self critique with all event participants in the TSC (all shifts) as soon as practical. The procedure "Drill and Exercise Critiques," EPMP-02.04, should be used as a guide.

**5.10 Support Activities Director (SAD) shall:**

- 5.10.1 WHEN notified that an Emergency has been declared:
  - a. Report to the Technical Support Center (TSC).
  - b. IF a Support Activities Director has been designated, THEN until released,
    - If appropriate, plan a shift relief per EPIP-AD-05.
    - Assist the designated SAD.
  - c. IF a Support Activities Director has NOT been designated, THEN assume the responsibilities of the SAD and continue implementing this procedure.
- 5.10.2 Notify the Emergency Director of your assumption of SAD responsibilities.
- 5.10.3 Notify the OSF staff that you have assumed the responsibilities of Support Activities Director.
- 5.10.4 Direct the OSF coordinator to implement EPIP-OSF-02.
- 5.10.5 Designate an OSF assembly area giving consideration to manpower pool size and environmental conditions.
- 5.10.6 If needed, direct the OSF coordinator to initiate search and rescue operations (EPIP-OSF-04).
- 5.10.7 Contact the Emergency Director for information on plant status and immediate actions.
- 5.10.8 Direct emergency maintenance activities in accordance with the priorities established by the Emergency Director.
- 5.10.9 If required, request engineering support from the Engineering Coordinator.
- 5.10.10 Review the maintenance staffing requirements to mitigate the incident.
- 5.10.11 Brief the Emergency Director on OSF activities.
  - OSF Activation and operational status
  - OSF Facility Operations (EPIP-OSF-02)
  - Maintenance Activities
  - Search and Rescue (EPIP-OSF-04)

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5.10.12 Ensure the OSF staff is informed of plant status and ED priorities.

5.10.13 If appropriate, plan for a shift relief per EPIP-AD-05.

5.10.14 IF Final Conditions (Section 6.0) have NOT been met, THEN go to Step 5.10.6.

5.10.15 WHEN Final Conditions (Section 6.0) are met:

- a. Verify all work areas are returned to normal status and emergency procedures, forms, etc. are returned to their proper place.
- b. Collect all completed records, logs, forms, notes, and other documentation and give them to the TSCD.
- c. Schedule a self critique with all event participants in the OSF (all shifts) as soon as practical. The procedure "Drill and Exercise Critiques," EPMP-02.04, should be used as a guide.

#### 5.11 Site Protection Director (SPD) shall:

5.11.1 WHEN notified that an Emergency has been declared:

- a. Report to the Security Building.
- b. If a Site Protection Director has been designated, UNTIL released:
  - If appropriate, plan a shift relief per EPIP-AD-05.
  - Assist the designated SPD.
- c. IF a Site Protection Director has NOT been designated, THEN assume the responsibilities of the SPD and continue implementing this procedure.

5.11.2 Notify the ED/TSCD of your arrival in the Security Building and assumption of the SPD responsibility.

5.11.3 Direct the implementation of "Security Force Response to Emergencies," EPIP-SEC-02.

5.11.4 Establish "Personnel Assembly and Accountability," EPIP-SEC-03.

5.11.5 IF Search and Rescue is required due to accountability results, THEN notify the Support Activities Director.

5.11.6 Direct the security staff to issue dosimetry to personnel responding from off-site (EPIP-SEC-04).

5.11.7 When appropriate, relocate to the TSC.

5.11.8 Obtain information from the RPD or the Control Room concerning fire, chemical, or radiological hazards present within the protected area.



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- 5.11.9 IF hazards identified by the RPD or the Control Room warrant it, THEN restrict ERO personnel movement.
- 5.11.10 IF directed by the ED, THEN initiate a plant evacuation (EPIP-SEC-05).
- 5.11.11 Brief the Emergency Director on security activities:
- Removal of Visitors from site (i.e., fishermen) (EPIP-SEC-02)
  - Personnel Accountability (EPIP-SEC-03)
  - Plant Evacuations (EPIP-SEC-05)
  - Access Control
  - Dosimetry Issue (EPIP-SEC-04)
  - Significant Security Activities
- 5.11.12 Ensure that the Security Force and staff are informed of any significant issues relative to their activities.
- 5.11.13 Ensure accountability is maintained (EPIP-SEC-03).
- 5.11.14 Review security staffing requirements and make appropriate adjustments.
- 5.11.15 If appropriate, plan for a shift relief per EPIP-AD-05.
- 5.11.16 IF Final Conditions (Section 6.0) have NOT been met, THEN go to Step 5.10.8.
- 5.11.17 WHEN Final Conditions (Section 6.0) are met:
- a. Verify all work areas are returned to normal status and emergency procedures, forms, etc. are returned to their proper place.
  - b. Collect all completed records, logs, forms, notes, and other documentation and give them to the TSCD.
  - c. Schedule a self critique with all event participants in Security (all shifts) as soon as practical. The procedure "Drill and Exercise Critiques," EPMP-02.04, should be used as a guide.

## 6.0 Final Conditions

- 6.1 Plant Emergency has been Terminated or Recovery actions have begun and the responsible Director has suspended the use of EPIPs.

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## 7.0 References

- 7.1 Kewaunee Nuclear Power Plant Emergency Plan
- 7.2 COMTRAK 87-152, Downgrading of EALs
- 7.3 COMTRAK 88-068, Calling in additional communicators as required
- 7.4 NRC Inspection Report K-87-195, same as Reference 7.2
- 7.5 10CFR50.72(c)(3), Maintaining open communications with the NRC
- 7.6 NAD-02.09, Occupational Injuries or Vehicle Accidents During Operations
- 7.7 EPIP-AD-02, Emergency Class Determination
- 7.8 EPIP-AD-05, Emergency Response Organization Shift Relief Guideline
- 7.9 EPIP-AD-07, Initial Emergency Notifications
- 7.10 EPIP-AD-11, Emergency Radiation Controls
- 7.11 EPIP-AD-15, Recovery Planning and Termination
- 7.12 EPIP-AD-18, Potassium Iodide Distribution
- 7.13 EPIP-AD-19, Protective Action Guidelines
- 7.14 EPIP-AD-20, KNPP Response to a Security Threat
- 7.15 EPIP-ENV-03C, Dose Projection Using RASCAL Version 2.2 Software
- 7.16 EPIP-EOF-08, Continuing Emergency Notifications
- 7.17 EPIP-OSF-02, Operational Support Facility Operations
- 7.18 EPIP-OSF-03, Work Requests During an Emergency
- 7.19 EPIP-OSF-04, Search and Rescue
- 7.20 EPIP-RET-02, In-Plant Radiation Emergency Team
- 7.21 EPIP-RET-02A, RPO - RAF Activation
- 7.22 EPIP-RET-02B, Gaseous Effluent Sample and Analysis
- 7.23 EPIP-RET-02D, Emergency Radiation Entry Controls and Implementation

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- 7.24 EPIP-RET-03A, Liquid Effluent Release Paths
- 7.25 EPIP-RET-03C, Post Accident Operation of the High Radiation Sample Room
- 7.26 EPIP-RET-03D, Containment Air Sampling Analysis Using CASP
- 7.27 EPIP-RET-04A, SBF Operation/Relocation
- 7.28 EPIP-RET-05, Site Boundary Dose Rates During Controlled Plant Cooldown
- 7.29 EPIP-RET-08, Contamination Control of the Aurora Medical Center
- 7.30 EPIP-RET-09, Post-Accident Population Dose
- 7.31 EPIP-SEC-02, Security Force Response to Emergencies
- 7.32 EPIP-SEC-03, Personnel Assembly and Accountability
- 7.33 EPIP-SEC-05, Personnel Evacuation
- 7.34 EPIP-TSC-02, Technical Support Center Activation
- 7.35 EPIP-TSC-04, Emergency Physical Changes, Major Equipment Repair
- 7.36 EPIP-TSC-07, RV Head Venting Time Calculation
- 7.37 EPIP-TSC-10, Technical Support for IPEOPs
- 7.38 EPIP-TSC-09A, Core Damage Assessment
- 7.39 EPIP-APPX-A-02, Response Personnel Call List
- 7.40 EPIP-APPX-A-03, Off-Site Telephone Numbers
- 7.41 EPMP-02.01, Declared Emergency Evaluation and Documentation
- 7.42 EPMP-02.04, Drill/Exercise Critique and Assessment

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## 8.0 Records

- 8.1 The following QA records and non-QA records are identified in this directive/procedure and are listed on the KNPP Records Retention Schedule. These records shall be maintained according to the KNPP Records Management Program.

### 8.1.1 QA Records

- Event Notice, Form EPIPF-AD-07-01
- Event Notification Worksheet, Form GNP-11.04.04-1

### 8.1.2 Non-QA Records

None

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Reviewed By <i>Jeanne M. Ferris</i>		Approved By <i>David R. Seibert</i>			
Nuclear Safety Related	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	PORC Review Required	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	SRO Approval Of Temporary Changes Required	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

## 1.0 Purpose

- 1.1 This procedure provides instruction for the Emergency Response Manager and other initial response personnel for an appropriate response to an **Unusual Event** at the Emergency Operations Facility (EOF).

## 2.0 General Notes

- 2.1 At the Unusual Event level, radio-pager activation will be performed by Control Room personnel for all designated emergency response directors (primary and alternate).
- 2.2 IF notified by radio-pager and the message is NOT understood, THEN emergency response personnel should confirm contact by telephoning Meridian Mail at 1-800-236-1588. A Meridian Mail voice message will indicate that the radio-pager activation was for an **actual** declared emergency and NOT a drill or exercise.
- 2.3 IF approached by the media during a declared emergency, THEN refer them to the Telephone Response Center at 920-433-1400 or 1-800-838-6192 and tell them that this is their most accurate source for information.

## 3.0 Precautions and Limitations

- 3.1 "Event Notice," Form EPIPF-AD-07-01 should be initiated and in progress to state and local emergency governments within 15 minutes of the emergency level being declared or as soon as possible without further compromise to plant or public safety.
- 3.2 The Emergency Response Manager has the non-delegable responsibility for making protective action recommendations.
- 3.3 IF an emergency class escalation occurs during implementation of this procedure, THEN proceed immediately to EPIP-EOF-04, "Corporate Action for Alert or Higher."
- 3.4 Only the following personnel may authorize support personnel, without Kewaunee I.D. cards, access to the EOF during a declared emergency:
  - 3.4.1 Emergency Response Manager (ERM)
  - 3.4.2 Administrative Logistics Directors (ALD)
  - 3.4.3 Environmental Protection Director (EPD)

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#### 4.0 Initial Conditions

- 4.1 This procedure shall be implemented upon declaration of an **Unusual Event** or when directed by the Emergency Response Manager.

#### 5.0 Procedure

##### Note

*It is the ERM's responsibility to provide overall direction and coordination of the KNPP emergency response activities, make protective action recommendations to government authorities, coordinate efforts with external organizations (governmental, industry, vendors, etc.), and support the plant's efforts to mitigate the accident by ensuring continuity of resources for long-term operation of the emergency response organization.*

##### 5.1 Emergency Response Manager (ERM) shall:

###### 5.1.1 WHEN notified that an Emergency has been declared:

- a. Report to the Emergency Operations Facility.
- b. IF an Emergency Response Manager has been designated, until released, THEN:
  1. If appropriate, plan a shift relief per EPIP-AD-05, "Emergency Response Organization Shift Relief Guideline."
  2. Assist the designated Emergency Response Manager.
- c. IF an Emergency Response Manager has NOT been designated, THEN assume the responsibilities of the Emergency Response Manager and continue implementation of this procedure.

###### 5.1.2 Notify the Emergency Director of your arrival and assumption of the Emergency Response Manager duties.

##### Note

*Consider calling in a State Radiological Coordinator Liaison (SRCL).*

###### 5.1.3 Verify the Environment Protection Director (EPD) is prepared to transmit radiological related data and general plant conditions to the State Radiological Coordinator in the State Emergency Operations Center (Madison) and/or man the HPN phone in the event they may be required.

###### 5.1.4 IF director(s) are NOT arriving at the EOF in a reasonable amount of time, THEN instruct the ALD to contact the individuals needed by telephone and/or by individual radio-pager codes (per EPIP-AD-07, "Initial Emergency Notifications").

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- 5.1.5 IF a director position cannot be filled, THEN assign the director's duties to another director's position.

**Note**

*The EOF can be activated for individual functions, i.e., off-site notifications without full activation of the facility.*

- 5.1.6 Direct the Administrative Logistics Director (ALD) to contact the appropriate WPSC support personnel to inform them that their assistance is or may be needed.
- 5.1.7 Direct the ALD to complete activation of the EOF appropriate to the nature of the event in accordance with EPIP-EOF-02, "Emergency Operations Facility (EOF) Activation."
- 5.1.8 Direct the Environmental Protection Director (EPD) to contact the appropriate Environmental Monitoring Team Personnel with instructions to standby for a possible call in.
- 5.1.9 Establish communications with the Technical Support Center and Control Room through the Darome Conference System.
- 5.1.10 Verify the status of off-site agency communications that have taken place from the Control Room.

**Note**

*The appropriate Government Agency contacts for the ERM are:*

- *State of Wisconsin - Office in Charge (OIC) @ Dial Select 83 or 608-242-3260/3261*
- *Kewaunee County - Emergency Government (Director) @ Dial Select 43 or 920-487-5257*
- *Manitowoc County - Emergency Management Director @ Dial Select 53 or 920-683-4916/4918*

- 5.1.11 WHEN confirmed that the EOF is capable of assuming off-site notification,
- a. Assume the responsibility for off-site notification.
  - b. Inform the ED of the transfer of this responsibility.
  - c. Contact the State and County EOCs (if active) and notify them that the EOF has the responsibility for off-site communications.
- 5.1.12 Contact and notify the NPID of the EOF activation status.
- 5.1.13 Ensure the WPSC Nuclear Emergency Public Information Plan is being implemented for an Unusual Event.

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- 5.1.14 Review requirements for escalation, termination, and recovery situations with the Emergency Director (per EPIP-AD-02, "Emergency Class Determination").

**Note**

*Off-site protective actions for the public are NOT required for Unusual Events.*

- 5.1.15 As required, instruct the Environmental Protection Director to review off-site dose measurements and projections to ensure the event classification is appropriate.

- 5.1.16 IF time permits, THEN contact off-site authorities via the Dial Select to discuss potential changes in classification and/or appropriate PAR.

- 5.1.17 IF notified by the ED of any change in EALs (event escalation), THEN go to EPIP-EOF-04.

- 5.1.18 WHEN contacted or periodically provide off-site authorities with the following (Dial Select is the preferred communication link):

- Available information on the event status using "Plant Emergency Status Report," Form EPIP-EOF-08-05, as a guide
- Feedback that verifies and that clarifies the off-site authorities information
- Information on the nature and direction of the event

- 5.1.19 Contact the ED periodically to receive an update on:

- Status of the plant
- Material and personnel support requirements
- On-site or off-site radiological releases, potential releases, and release paths
- Priorities of tasks to minimize the impact of the accident on the public
- Incidents of public interest (i.e., fires, spills, personnel contamination/injury)

- 5.1.20 Periodically inform the ED of:

- State and County priorities
- State and County actions (i.e., protective actions, evacuations, traffic control, etc.)
- State and County areas of concern
- Media areas of interest and any misinterpretations of the plant situation



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5.1.21 Determine the EOF priorities, evaluate activities in the following areas:

- Logistical requirements to mitigate significant plant evolutions
- Off-site consequences
- Protective action recommendations

5.1.22 Brief the EOF Emergency Response Organization periodically.

5.1.23 Ensure that the Spokesperson is informed.

a. Forward plant status and public interest information to the Spokesperson for appropriate use in briefings to the:

- Public
- Media
- WPSR Senior Management
- Partners
- Other financial stakeholders in KNPP or WPSR

b. Review press releases.

c. Review press conferences.

d. Inform the Spokesperson of any factual errors or ambiguities in the press releases or conferences.

5.1.24 If appropriate, plan for a shift relief per EPIP-AD-05.

5.1.25 If plant conditions meet the requirements of Section 5.1 of EPIP-AD-15, "Recovery Planning and Termination," recovery activities or termination can be implemented in accordance with EPIP-AD-15.

5.1.26 IF Final Conditions are NOT met (Step 6.0), THEN return to Step 5.1.11.

5.1.27 WHEN Final Conditions are met (Step 6.0):

a. IF plant conditions degrade to where the declaration of a higher emergency level is declared or full activation of the EOF is appropriate, THEN implement EPIP-EOF-04.

b. IF termination is declared or plant conditions meet the requirements for plant recovery, THEN the ERM shall ensure the following actions are taken:

1. Ensure that termination or plant recovery Event Notifications has been completed in accordance with EPIP-AD-07.

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2. Verify that all off-site agencies and support groups who were initially notified were informed of the Unusual Event termination or plant recovery.
3. Ensure each director notifies the personnel he has previously placed on standby.
4. Verify all work areas are returned to normal status and emergency procedures, forms, etc., are returned to their proper place.
5. Collect all completed records, logs, forms, notes, and other documentation and give them to the ALD.
6. Schedule a self-critique with all event participants in the EOF (all shifts) as soon as practical. The procedure, EPMP-02.04, "Drill/Exercise Critique and Assessment," should be used as a guide.

**5.2 Administrative Logistics Director (ALD) shall:**

- 5.2.1 WHEN notified that an emergency has been declared,
  - a. Report to the Emergency Operations Facility immediately.
  - b. IF an Administrative Logistics Director has been designated, until released, THEN:
    1. If appropriate, plan a shift relief per EPIP-AD-05.
    2. Assist the designated Administrative Logistics Director.
  - c. IF an Administrative Logistics Director has NOT been designated, THEN assume the responsibilities of the Administrative Logistics Director and continue implementation of this procedure.
- 5.2.2 Notify the Emergency Response Manager of your assumption of the responsibilities of the Administrative Logistics Director.
- 5.2.3 As directed by the ERM:
  - a. Contact the EOF support personnel or others.
  - b. Instruct them to report to the EOF immediately, remain on standby for further instructions.
- 5.2.4 Complete activation of the EOF appropriate to the nature of the event in accordance with EPIP-EOF-02.
- 5.2.5 As needed, assign EOF support personnel.
- 5.2.6 Establish procedures for the long-term storage of the documents, records, and logs generated by the plant.

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- 5.2.7 Ensure that appropriate logs, records, and documents, as directed below, are maintained for the duration of the event. Those logs, records, and documents shall include, but NOT be limited to,
- Ongoing plant status and conditions
  - Date and time of significant accident events
  - Chronology of plant accident mitigation and repair priorities
  - All calculated, measured, or state provided radiological release data and information
  - All event notification and status update documents generated
  - Any messages generated or recorded
  - All Honeywell computer printouts generated for status board maintenance or general information
  - All logs maintained by EOF directors
  - All News statements from the JPIC
- 5.2.8 Monitor the flow of information in the EOF and correct any problems.
- 5.2.9 If required, arrange for communication system service repair (See EPIP-EOF-02, Step 5.1.3).
- 5.2.10 If required, obtain purchasing support (see EPIP-APPX-A-03 for WPSC contact) for assistance in the following:
- Material purchase and control contract negotiations
  - Administering the petty cash fund, expense accounts, and handling payroll matters
- 5.2.11 If needed, provide for the following manpower needs:
- Technical and craft disciplines through organizations such as Westinghouse Electric Corporation, Fluor Engineering, INPO
  - If needed, arrange for labor relations assistance
- 5.2.12 If needed, obtain the following logistical assistance for:
- Transportation of emergency response personnel
  - Airline and hotel accommodations
  - Office supplies and furniture

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- Document reproduction
- Food deliveries
- Sanitation

5.2.13 Periodically contact any EOF staff members on standby and update them on the event status.

5.2.14 If appropriate, plan for a shift relief per EPIP-AD-05.

5.2.15 IF Final Conditions are NOT met (Step 6.0), THEN return to Step 5.2.5.

5.2.16 WHEN Final Conditions are met (Step 6.0),

- a. IF plant conditions degrade to where the declaration of a higher emergency level is warranted or full activation of the EOF is appropriate, THEN implement EPIP-EOF-04.
- b. IF termination is declared or plant conditions meet the requirements for plant recovery, THEN the ALD shall ensure the following actions are taken:
  1. Contact any EOF staff members on standby and notify them of the change in event status.
  2. Verify all work areas are returned to normal status and emergency procedures, forms, etc., are returned to their proper place.
  3. Collect all completed records, logs, forms, notes, and other documentation as described in EPMP-02.01, "Declared Emergency Evaluation and Documentation."
  4. Ensure "EOF Deactivation Checklist," Form EPIP-EOF-02.02, is completed per EPIP-EOF-02.

### 5.3 Environmental Protection Director (EPD) shall:

5.3.1 WHEN notified that an emergency has been declared:

- a. Report to the Emergency Operations Facility.
- b. IF an Environmental Protection Director has been designated, until released, THEN:
  1. If appropriate, plan a shift relief per EPIP-AD-05.
  2. Assist the designated Environmental Protection Director.
- c. IF an Environmental Protection Director has NOT been designated, THEN assume the responsibilities of the Environmental Protection Director and continue implementation of this procedure.

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- 5.3.2 Notify the Emergency Response Manager of your assumption of the responsibilities of the Environmental Protection Director.
- 5.3.3 IF directed by the ERM, THEN contact the environmental team organization and instruct them to standby for possible call in.
- 5.3.4 Maintain an overall awareness of environmental conditions and the contributing factors for development of protective action recommendations in accordance with procedure EPIP-AD-19.
- 5.3.5 As necessary, establish and maintain communication with other Emergency Response Organization Directors and Off-Site Authorities.
- 5.3.6 Periodically contact Environmental staff members on standby and update them on the event status.
- 5.3.7 If appropriate, plan for a shift relief per EPIP-AD-05.
- 5.3.8 IF Final Conditions (Step 6.0) are not met, THEN return to Step 5.3.4.
- 5.3.9 WHEN Final Conditions are met (Step 6.0),
- a. IF plant conditions degrade to where the declaration of a higher emergency level is declared or full activation of the EOF is appropriate, THEN implement EPIP-EOF-04.
  - b. IF termination is declared or plant conditions meet the requirements for plant recovery, THEN the EPD shall ensure the following actions are taken:
    1. Contact any Environmental staff members on standby and notify them of the change in event status.
    2. Verify all work areas are returned to normal status and emergency procedures, forms, etc., are returned to their proper place.
    3. Collect all completed records, logs, forms, notes, and other documentation and give them to the ALD.
    4. Schedule a self-critique with all event participants in the Environmental Group (all shifts) as soon as practical. The procedure "Drill/Exercise Critique and Assessment," EPMP-02.04, should be used as a guide.

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5.4 **State Radiological Coordinator Liaison (SRCL) shall:**

- 5.4.1 WHEN notified that an emergency has been declared,
- Report to the Emergency Operations Facility.
  - IF a State Radiological Coordinator Liaison has been designated, until released, THEN
    - If appropriate, plan a shift relief per EPIP-AD-05.
    - Assist the designated State Radiological Coordinator Liaison.
  - IF a State Radiological Coordinator Liaison has NOT been designated, THEN assume the responsibilities of the State Radiological Coordinator Liaison and continue implementation of this procedure.
- 5.4.2 Notify the Environmental Protection Director of your assumption of the responsibilities of the State Radiological Coordinator Liaison.
- 5.4.3 On a continual basis, collect available information using the following forms as a guideline:
- “SRCL Initial Action Checklist,” Form EPIPF-EOF-04-01
  - “Plant Emergency Status Report,” Form EPIPF-EOF-08-05
  - “Radiological Status Report,” Form EPIPF-EOF-08-06
  - Other sources that would provide information to assist the SRC in making decisions concerning public health and safety.
- 5.4.4 Transmit information to the SRC by phone as promptly as possible.
- 5.4.5 IF specifically requested by State or County officials, THEN provide written radiological event summaries using “Radiological Status Report,” Form EPIPF-EOF-08-06, for transmission to those officials by facsimile.
- Complete “Radiological Status Report,” Form EPIPF-EOF-08-06.
  - Forward the completed form to the ERM for approval.
  - Inform the EPD that you have completed “Radiological Status Report,” Form EPIPF-EOF-08-06, to be transmitted by facsimile to State and County officials.

**Note**

*If needed, request an extra SRCL to cover the HPN phone.*

- 5.4.6 Respond to calls from the NRC over the HPN phone.
- 5.4.7 If appropriate, plan for a shift relief per EPIP-AD-05.

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5.4.8 IF Final Conditions are NOT met (Step 6.0), THEN return to Step 5.4.3.

5.4.9 WHEN Final Conditions are met (Step 6.0),

- a. IF plant conditions degrade to where the declaration of a higher emergency level is declared or full activation of the EOF is appropriate, THEN implement EPIP-EOF-04.
- b. IF termination is declared or plant conditions meet the requirements for plant recovery, THEN the SRCL shall ensure the following actions are taken:
  1. Verify all work areas are returned to normal status and emergency procedures, forms, etc., are returned to their proper place.
  2. Collect all completed records, logs, forms, notes, and other documentation and give them to the ALD.

## 6.0 Final Conditions

- 6.1 Plant Emergency has been Terminated or Recovery actions have begun and the Emergency Response Manager has suspended the use of EPIPs.
- 6.2 Plant conditions degrade to where the declaration of a higher emergency level is warranted or full activation of the ERO is appropriate.

## 7.0 References

- 7.1 EPIP-AD-02, Emergency Class Determination
- 7.2 EPIP-AD-05, Emergency Response Organization Shift Relief Guideline
- 7.3 EPIP-AD-15, Recovery Planning and Termination
- 7.4 EPIP-AD-19, Protective Action Guidelines
- 7.5 EPIP-EOF-02, Emergency Operations Facility (EOF) Activation
- 7.6 EPIP-EOF-04, Corporate Action for Alert or Higher
- 7.7 EPIP-EOF-08, Continuing Emergency Notifications
- 7.8 EPIP-EOF-11, Internal Communication and Documentation Flow
- 7.9 EPIP-APPX-A, Communications
- 7.10 EPMP-02.01, Declared Emergency Evaluation and Documentation
- 7.11 WPSC Nuclear Emergency Public Information Plan

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- 7.12 EPMP-02.04, Drill/Exercise Critique and Assessment
- 7.13 EPIP-AD-07, Initial Emergency Notifications
- 7.14 Kewaunee Nuclear Power Plant Emergency Plan
- 7.15 NRC Inspection Report K-87-195
- 7.16 COMTRAK 91-187, Item 10
- 7.17 COMTRAK 96-163

## 8.0 Records

- 8.1 The following QA records and non-QA records are identified in this directive/procedure and are listed on the KNPP Records Retention Schedule. These records shall be maintained according to the KNPP Records Management Program.

### 8.1.1 QA Records

- Event Notice, Form EPIPF-AD-07-01
- EOF Activation Checklist, Form EPIPF-EOF-02-01
- Plant Emergency Status Report, Form EPIPF-EOF-08-05
- Radiological Status Report, Form EPIPF-EOF-08-06
- SRCL Initial Action Checklist, Form EPIPF-EOF-04-01
- Telephone Communications Log Sheet, Form EPIPF-EOF-04-02

### 8.1.2 Non-QA Records

None



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Reviewed By <i>Jeanne M. Ferris</i>		Approved By <i>David R. Leebart</i>		
Nuclear Safety Related	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	PORC Review Required	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	SRO Approval Of Temporary Changes Required <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

## 1.0 Purpose

- 1.1 This procedure provides instruction for the Emergency Response Manager and other initial response personnel for an appropriate response to an **Alert, Site Emergency, or General Emergency**, at the Emergency Operations Facility (EOF).

## 2.0 General Notes

- 2.1 Personnel on-site depart for the EOF promptly through the security building, unless instructed to assemble elsewhere by the Gai-tronics announcement or security personnel.
- 2.2 IF notified by radio-pager and the message is not understood, THEN emergency response personnel should confirm contact by telephoning Meridian Mail at 1-800-236-1588. A Meridian Mail voice message will indicate that the radio-pager activation was for an **actual** declared emergency and NOT a drill or exercise.
- 2.3 As more information becomes available, initial protective action recommendations should be adjusted in accordance with plant conditions, dose projections, time available to evacuate, estimated evacuation times, and meteorological conditions (EPIP-AD-19).
- 2.4 IF approached by the media during a declared emergency, THEN refer them to the Telephone Response Center at **920-433-1400** or **1-800-838-6192** and tell them that this is their most accurate source for information.

## 3.0 Precautions and Limitations

- 3.1 "Event Notice," Form EPIPF-AD-07-01, should be initiated and in progress to State and Local Emergency Governments within 15 minutes of the emergency level being declared or as soon as possible without further compromise to plant or public safety.
- 3.2 The Emergency Response Manager has the nondelegable responsibility for making protective action recommendations.
- 3.3 IF an emergency class escalation occurs during implementation of this procedure, THEN immediately reinitiate this procedure appropriate to the new emergency level declared.

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3.4 Only the following personnel may authorize support personnel without Kewaunee I.D. cards access to the EOF during a declared emergency:

3.4.1 Emergency Response Manager (ERM)

3.4.2 Administrative/Logistics Director (ALD)

3.4.3 Environmental Protection Director (EPD)

#### 4.0 Initial Conditions

4.1 This procedure shall be implemented upon declaration of an **Alert, Site Emergency, General Emergency**, or when directed by the Emergency Response Manager.

#### 5.0 Procedure

##### **Note**

*It is the ERM's responsibility to provide overall direction and coordination of the KNPP emergency response activities, make protective action recommendations to government authorities, coordinate efforts with external organizations (governmental, industry, vendors, etc.), and support the plant's efforts to mitigate the accident by ensuring continuity of resources for long term operation of the emergency response organization.*

5.1 **Emergency Response Manager (ERM) shall:**

5.1.1 WHEN notified that an Emergency has been declared,

a. Report to the Emergency Operations Facility.

b. IF an Emergency Response Manager has been designated, until released, THEN:

1. If appropriate, plan a shift relief per EPIP-AD-05, "Emergency Response Organization Shift Relief Guideline."

2. Assist the designated Emergency Response Manager.

c. IF an Emergency Response Manager has NOT been designated, THEN assume the responsibilities of the Emergency Response Manager or continue implementation of this procedure.

5.1.2 Notify the Emergency Director of your arrival and assumption of the Emergency Response Manager duties.

5.1.3 Verify a State Radiological Coordinator Liaison (SRCL) or the Radiological Protection Director (RPD) is prepared to transmit radiological related data and general plant conditions to the State Radiological Coordinator in the State Emergency Operations Center (Madison).

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- 5.1.4 Verify engineering/licensing and communicator support are available in the EOF.
- 5.1.5 IF director(s) or supporting staff positions are not arriving at the EOF in a reasonable amount of time, THEN instruct the Off-Site Communicator to contact the individuals needed by telephone and/or by individual radio-pager codes.
- 5.1.6 IF a director position cannot be filled, THEN assign that director's duties to another director's position.
- 5.1.7 Ensure the ALD is completing EOF activation in accordance with "Emergency Operations Facility (EOF) Activation," EPIP-EOF-02.
- 5.1.8 Ensure the ALD is establishing security in accordance with "Media Center/Emergency Operation Facility/Joint Public Information Center Security," EPIP-EOF-12.
- 5.1.9 Establish Communications with the Technical Support Center and Control Room through the Darome Conference System.
- 5.1.10 Through the Off-Site Communicator, verify the status of off-site agency communications that have taken place from the Control Room.

**Note**

*The EOF can be activated for individual functions, i.e., off-site notifications prior to full activation of the facility.*

- 5.1.11 WHEN confirmed with the Off-Site Communicator that the EOF is capable to assume off-site notification,
  - a. Assume the responsibility for off-site notifications.
  - b. Inform the ED of the transfer of this responsibility.
  - c. Instruct the Off-Site Communicator to contact the State and County EOCs (if active) and notify them that the EOF has the responsibility for off-site communications.
- 5.1.12 Contact and notify the Nuclear Public Information Director (NPID) of the EOF activation status.
- 5.1.13 Ensure the WPSC Nuclear Emergency Public Information Plan is being implemented for the declared emergency.
- 5.1.14 Ensure the EPD is taking steps to perform dose projections and provide assistance in making protective action recommendations.

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5.1.15 Determine the emergency status by obtaining the following information from the emergency response organization in the EOF:

- a. Engineering/Licensing Support
  - Significant plant evolutions
  - NRC response team status and issues
- b. Environmental Protection Director
  - Status of Radiological Effluent Releases (potential off-site dose consequences)
  - Off-Site Dose Assessment Evaluation
  - Status of Environmental Monitoring Teams
  - Potassium Iodide Distribution
  - Adequacy of the Protective Action Recommendations
- c. Administrative Logistics Director
  - EOF Activation and Operational Status (EPIP-EOF-02)
  - EOF/JPIC Security Status (EPIP-EOF-12)
  - Status of ERO response
  - Status of Information flow in the EOF
  - Continuity of resources for long term operation of the emergency response organization
- d. State Radiological Coordinator Liaison
  - Status of communications with the State of Wisconsin, State Radiological Coordinator
- e. Off-Site Communicator
  - Off-Site Communications status
  - Significant State and County concerns, priorities, and actions
  - PAR implementation status
  - State or County requests for "Plant Emergency Status Report," Form EPIPF-EOF-08-05, or other information update

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**!! Caution !!**

**To Prevent Injury or Death**

*It is NOT required to de-escalate from an Emergency Action Level. Termination or direct entry into recovery is preferable. However, there may be occasions when it is more appropriate to de-escalate.*

*EPIP-AD-02, "Emergency Class Determination," and other EPIPs are NOT written to facilitate de-escalation. Therefore, any decision to de-escalate instead of entering recovery must be based on a thorough review of EPIP-AD-02 and careful use of appropriate procedures.*

- 5.1.16 Review requirements for escalation and de-escalation situations with the Emergency Director (EPIP-AD-02).
  - 5.1.17 As required, review the EALs and plant status to ensure the event classification is appropriate (EPIP-AD-02).
- Note**
- Off-site protective actions for the public are NOT required for events classified less than a general emergency.*
- 5.1.18 As required, instruct the Environmental Protection Director to review off-site dose measurements and projections to ensure the event classification is appropriate.
  - 5.1.19 Review current and potential protective action recommendations (EPIP-AD-19).
  - 5.1.20 IF time permits, THEN contact Off-Site Authorities via the Dial Select to discuss potential changes in classification and/or appropriate PAR.
  - 5.1.21 IF notified by the ED of any change in EALs, OR if there is a change in PARs, THEN:
    - a. Ensure, with the assistance of the Engineering/Licensing Support Coordinator, an "Event Notice," Form EPIPF-AD-07-01, is complete.
    - b. Review and sign all "Event Notice," Form EPIPF-AD-07-01, generated from the EOF.
    - c. Direct the Off-Site Communicator to initiate notifications using the "Event Notice," Form EPIPF-AD-07-01.
    - d. Verify that required notifications are made by the Off-Site Communicator (EPIP-AD-07, "Initial Emergency Notification," or EPIP-EOF-08, "Continuing Emergency Notifications").

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**Note**

*The appropriate Government Agency contacts for the ERM are:*

- *State of Wisconsin - Officer in Charge (OIC) @ Dial Select 83 or 608-242-3260/3261*
- *Kewaunee County - Emergency Government (Director) @ Dial Select 43 or 920-487-5257*
- *Manitowoc County - Emergency Management Director @ Dial Select 53 or 920-683-4916/4918*

5.1.22 WHEN contacted, or periodically, provide Off-Site Authorities with the following (Dial Select is the preferred communication link):

- a. Available information on the event status using "Plant Emergency Status Report," Form EPIPF-EOF-08-05, as a guide. This data can be provided by the Engineering/Licensing Coordinator.
- b. IF a hard copy of "Plant Emergency Status Report" is specifically requested by State or County Officials, THEN:
  - Direct the Engineering/Licensing Coordinator to provide written plant event summaries using "Plant Emergency Status Report," Form EPIPF-EOF-08-05.
  - Review and approve "Plant Emergency Status Report," Form EPIPF-EOF-08-05.
  - Forward the approved "Plant Emergency Status Report," Form EPIPF-EOF-08-05, to the Off-Site Communicator with direction to fax them to the State and County EOCs.

5.1.23 WHEN a completed "Radiological Status Report," Form EPIPF-EOF-08-06, is received:

- a. Review,
- b. Approve, AND
- c. Return to the SRCL.

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5.1.24 Contact the ED periodically to receive an update on:

- Status of the plant
- Material and Personnel support requirements
- On-site or off-site radiological releases or potential releases and release paths
- Priorities of tasks to minimize the impact of the accident on the public
- Incidents of public interest (i.e., fires, spills, personnel contaminations/injuries)

5.1.25 Periodically inform the ED of:

- State and County priorities
- State and County actions (i.e., protective actions, evacuations, traffic control, etc.)
- State and County areas of concern
- Media areas of interest and any misinterpretations of the plant situation

5.1.26 Determine EOF priorities, evaluate activities in the following areas:

- Logistical requirements to mitigate significant plant evolutions
- Off-site dose consequences
- Protective action recommendations
- Protective actions implemented by the Counties

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5.1.27 Periodically conduct briefings for the EOF Emergency Response Organization:

- Status of the plant
- Material and Personnel support requirements
- On-site or off-site radiological releases or potential releases and release paths
- Incidents of public interest (i.e., fires, spills, personnel contaminations/injuries)
- State and County priorities
- State and County actions (i.e., protective actions, evacuations, traffic control, etc.)
- State and County areas of concern
- Media areas of interest and any misinterpretations of the plant situation
- EOF priorities

5.1.28 Ensure that the Spokesperson is informed. Forward plant status and public interest information to the Spokesperson for appropriate use in briefings to the:

- Public
- Media
- WPSR Senior Management
- Partners
- Other financial stakeholders in KNPP or WPSR

5.1.29 If appropriate, plan for a shift relief per EPIP-AD-05.

5.1.30 IF plant conditions meet the requirements of Section 5.1 of EPIP-AD-15, "Recovery Planning and Termination," THEN recovery activities or termination can be implemented in accordance with EPIP-AD-15.

5.1.31 IF Final Conditions are NOT met (Section 6.0), THEN return to Step 5.1.15.



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5.1.32 WHEN Final Conditions are met (Section 6.0),

- a. Ensure that termination or plant recovery Event Notifications have been initiated by the Off-Site Communicator.
- b. Verify all work areas are returned to normal status and emergency procedures, forms, etc., are returned to their proper place.
- c. Collect all completed forms, notes, and other documentation and give them to the ALD.
- d. Schedule a self-critique with all event participants in the EOF (all shifts) as soon as practical. The procedure "Drill and Exercise Critiques," EPMP-02.04, should be used as a guide.

5.2 **Administrative Logistics Director (ALD) shall:**

5.2.1 WHEN notified that an Emergency has been declared,

- a. Report to the Emergency Operations Facility immediately.
- b. IF an Administrative Logistics Director has been designated, until released, THEN:
  1. If appropriate, plan a shift relief per EP-IP-AD-05.
  2. Assist the designated Administrative Logistics Director.
- c. IF an Administrative Logistics Director has NOT been designated, THEN assume the responsibilities of the Administrative Logistics Director and continue implementation of this procedure.

5.2.2 Notify the Emergency Response Manager of your assumption of the responsibilities of the Administrative Logistics Director.

5.2.3 As directed by the ERM,

- a. Contact EOF administrative support personnel or others.
- b. Instruct them to report to the EOF immediately or to remain on standby for further instructions.

5.2.4 Support or implement the EOF activation process (EP-IP-EOF-02).

5.2.5 Arrange for security support at the EOF, JPIC, and MC by implementing procedure EP-IP-EOF-12.

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- 5.2.6 As needed, assign EOF support personnel to provide administrative support as defined in EPIP-EOF-11, "Internal Communications and Documentation Flow," to:
- Maintain status boards and event sheets (Step 5.1).
  - Ensure communications are properly distributed (Step 5.2).
  - Ensure that a "Master Log" is established and maintained (Step 5.3).
- 5.2.7 Establish procedures for the long term storage of the documents, records, and logs generated by the event.
- 5.2.8 Ensure that appropriate logs, records, and documents are maintained for the duration of the event. Those logs, records, and documents shall include as a minimum:
- Ongoing plant status and conditions
  - Date and time of significant accident events
  - Chronology of plant accident mitigation and repair priorities
  - All calculated, measured, or State provided radiological release data and information
  - All event notification and status update documents generated
  - Any messages generated or recorded
  - All Honeywell computer printouts generated for status board maintenance or general information
  - All logs maintained by EOF staff
  - All news statements from the JPIC
- 5.2.9 Monitor the flow of information in the EOF and correct any problems.
- 5.2.10 If required, arrange for communication system service repair (see EPIP-EOF-02, Step 5.1.3).
- 5.2.11 If required, develop a shift schedule to provide for 24-hour operation of the EOF and security staff per EPIP-AD-05.
- 5.2.12 Obtain purchasing support (see EPIP-APPX-A-03, "Off-Site Telephone Numbers," for WPSC contact) for assistance in the following:
- Material purchase and control contract negotiations
  - Administering the petty cash fund, expense accounts, and handling payroll matters

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5.2.13 If needed, provide for the following manpower needs:

- Technical and craft disciplines through organizations such as Westinghouse Electric Corporation, Fluor Engineering, or INPO
- Labor relations' assistance

5.2.14 If needed, obtain the following logistical assistance for:

- Transportation of emergency response personnel
- Airline and hotel accommodations
- Office supplies and furniture
- Document reproduction
- Food deliveries
- Sanitation

5.2.15 IF Final Conditions are not met (Section 6.0), THEN return to Step 5.2.6.

5.2.16 WHEN Final Conditions are met (Section 6.0),

- a. Verify all work areas are returned to normal status and emergency procedures, forms, etc., are returned to their proper place.
- b. Collect all records and logs as described in procedure "Declared Emergency Evaluation and Documentation," EPMP-02.01.
- c. Ensure "EOF Deactivation Checklist," Form EPIPF-EOF-02-02, is completed per EPIP-EOF-02.

5.3 **Environmental Protection Director (EPD) shall:**

5.3.1 WHEN notified that an Emergency has been declared,

- a. Report to the Emergency Operations Facility.
- b. IF an Environmental Protection Director has been designated, until released, THEN:
  1. If appropriate, plan a shift relief per EPIP-AD-05.
  2. Assist the designated Environmental Protection Director.
- c. IF an Environmental Protection Director has NOT been designated, THEN assume the responsibilities of the Environmental Protection Director and continue implementation of this procedure.

5.3.2 Notify the Emergency Response Manager of your assumption of the responsibilities of the Environmental Protection Director.

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- 5.3.3 If necessary, establish the environmental team organization in accordance with EPIP-ENV-01, "Environmental Monitoring Group Organization and Responsibilities."
- 5.3.4 Ensure status boards are maintained along with a record of significant events, data reported, and directives given.
- 5.3.5 Provide overall direction to the Environmental Monitoring Group.
- 5.3.6 Prepare plant status updates for transmission to the Environmental Monitoring (EM) Teams.
- 5.3.7 Direct the State Radiological Coordinator Liaison to provide available information to the State Radiological Coordinator using Form EPIPF-EOF-08-06 as a guide.
- 5.3.8 Inform the RPD when an EM Team member approaches administrative or legal radiological exposure limits.
- 5.3.9 Maintain an overall awareness of environmental conditions and the contributing factors for development of protective action recommendations in accordance with EPIP-AD-19.
- 5.3.10 Evaluate dose projections and field data.
- 5.3.11 Assist the Emergency Response Manager (ERM), the Emergency Director (ED), and the Radiological Protection Director (RPD) in determining protective action recommendations.
- 5.3.12 Communicate frequently with the Radiological Protection Director to confirm the accuracy of input data to the dose projection process.
- 5.3.13 As necessary, establish and maintain communication with other Emergency Response Organization Directors and Off-Site Authorities.
- 5.3.14 IF a radiological release has occurred or is imminent, THEN contact Environmental Inc. (Midwest Lab.) (see EPIP-APPX-A-03 for phone number) and make arrangements for conducting soil/vegetation/water/snow deposition sampling and analysis.
  - a. Identify locations where deposition sampling and analysis is needed using EMT field data and dose projection results.
  - b. Perform sampling and analysis using the methodology described in the KNPP "Radiological Environmental Monitoring Manual (REMM)."
  - c. Provide sample analysis results to the State Radiological Coordinator.
- 5.3.15 If appropriate, plan for a shift relief per EPIP-AD-05.
- 5.3.16 IF Final Conditions are NOT met (Section 6.0), THEN return to Step 5.3.4.

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5.3.17 WHEN Final Conditions are met (Section 6.0),

- a. Verify all work areas are returned to normal status and emergency procedures, forms, etc., are returned to their proper place.
- b. Collect all completed records, logs, forms, notes, and other documentation and give them to the ALD.
- c. Schedule a self-critique with all event participants in the environmental group (all shifts) as soon as possible. The procedure "Drill and Exercise Critiques," EPMP-02.04, should be used as a guide.

5.4 **State Radiological Coordinator Liaison (SRCL) shall:**

5.4.1 WHEN notified that an Emergency has been declared:

- a. Report to the Emergency Operations Facility.
- b. IF a State Radiological Coordinator Liaison has been designated, until released, THEN
  1. Assist in the activation of the EOF per EPIP-EOF-02.
  2. If appropriate, plan a shift relief per EPIP-AD-05.
  3. Assist the designated State Radiological Coordinator Liaison.
- c. IF a State Radiological Coordinator Liaison has NOT been designated, THEN assume the responsibilities of the State Radiological Coordinator Liaison and continue implementation of this procedure.

5.4.2 Notify the Environmental Protection Director of your assumption of the responsibilities of the State Radiological Coordinator Liaison.

5.4.3 Obtain and complete "SRCL Initial Action Checklist," Form EPIP-EOF-04-01.

**Note**

*Assistance may be obtained from other environmental organization members or by requesting the ALD to provide EOF support staff.*

5.4.4 Ensure radiological information provided by the State Radiological Coordinator is passed to the EPD.

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5.4.5 Perform an initial core damage assessment.

5.4.5.1 Collect the following values from the plant process computer using Attachment A.

- RVLIS indication - PPCS Point ID L8020G and L8021G
- Core exit thermocouple reading - PPCS Graphic Display #4
- Containment radiation monitor readings R-40 & R-41 - PPCS Point ID G0040G & G0041G

5.4.5.2 Go to Table 3 of EPIP-TSC-09A, "Core Damage Assessment," and determine the appropriate classification of fuel damage using all of the parameters collected in Step 5.4.5.1.

5.4.5.3 Inform the Environmental Protection Director and the Dose Projection Calculator of your dose projection fuel damage assessment.

5.4.6 On a continual basis, collect available information using the following forms as a guideline:

- "Plant Emergency Status Report," Form EPIPF-EOF-08-05 (from the Engineering/Licensing Coordinator)
- "Radiological Status Report," Form EPIPF-EOF-08-06 (from the ENV Dose Calculator)
- Other sources that would provide information to assist the SRC in making decisions concerning public health and safety

5.4.7 Transmit information to the SRC by phone as promptly as possible.

5.4.8 IF specifically requested by State or County Officials, THEN provide written radiological event summaries using Form EPIPF-EOF-08-06 for transmission to those officials by facsimile.

- a. Complete "Radiological Status Report," Form EPIPF-EOF-08-06.
- b. Forward the completed Form to the ERM for approval.
- c. Inform the EPD that you have completed "Radiological Status Report," Form EPIPF-EOF-08-06, to be transmitted by facsimile to State and County Officials.

**Note**

*If needed, use an extra SRCL to cover the HPN phone.*

5.4.9 Respond to incoming calls from the NRC over the HPN phone.

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5.4.10 Support the completion of "Event Notice," Form EPIPF-AD-07-01, and the development of protective action recommendations.

5.4.11 If appropriate, plan for shift relief per EPIP-AD-05.

5.4.12 IF Final Conditions are NOT met (Section 6.0), THEN return to Step 5.4.4.

5.4.13 WHEN Final Conditions are met (Section 6.0),

- a. Verify all work areas are returned to normal status and emergency procedures, forms, etc., are returned to their proper place.
- b. Collect all completed records, logs, notes, and other documentation and give them to the ALD.

**5.5 Engineering/Licensing Support Coordinator shall:**

5.5.1 WHEN notified that an Emergency has been declared,

- a. Report to the Emergency Operations Facility.
- b. IF an Engineering/Licensing Support Coordinator has been designated, until released, THEN
  1. Assist in the activation of the EOF per EPIP-EOF-02.
  2. If appropriate, plan a shift relief per EPIP-AD-05.
  3. Assist the designated Engineering/Licensing Support Coordinator.
- c. IF an Engineering/Licensing Support Coordinator has NOT been designated, THEN assume the responsibilities of the Engineering/Licensing Support Coordinator and continue implementation of this procedure.

5.5.2 Notify the Emergency Response Manager that you have assumed the responsibilities of the Engineering/Licensing Support Coordinator.

5.5.3 Monitor engineering, operational, and licensing events related to the event for the ERM.

5.5.4 Review messages in the "IN" box and:

- a. Brief the ERM on significant changes, events, and information.
- b. IF the message should be placed on the status board or flip chart, THEN mark them as "POST location."
- Operations Status Board
- Environmental Status Board
- Flip Chart
- c. Place the reviewed messages in the "OUT" box.

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5.5.5 WHEN required, provide the ERM:

- a. Review of the event classification (EPIP-AD-02).
- b. When directed by the ERM, complete "Event Notice," Form EPIPF-AD-07-01, for approval and transmittal to off-site agencies.
- c. Updated "Plant Emergency Status Report," Form EPIPF-EOF-08-05.

5.5.6 Perform liaison duties between the ERM and the NRC event response team in the EOF.

5.5.7 Coordinate the activities of the plant communicator, JPIC communicator, and communications with other emergency facilities as appropriate.

5.5.8 If appropriate, plan for a shift relief, per EPIP-AD-05.

5.5.9 IF Final Conditions are not met (Section 6.0), THEN return to Step 5.5.3.

5.5.10 WHEN Final Conditions are met (Section 6.0),

- a. Verify all work areas are returned to normal status and emergency procedures, forms, etc., are returned to their proper place.
- b. Collect all completed records, logs, forms, notes, and other documentation and give them to the ALD.

5.6 **Off-Site Communicator** shall:

5.6.1 WHEN notified that an Emergency has been declared,

- a. Report to the Emergency Operations Facility.
- b. IF an Off-Site Communicator has been designated, until released, THEN
  1. Assist in the activation of the EOF.
  2. If appropriate, plan a shift relief per EPIP-AD-05.
  3. Assist the designated Off-Site Communicator.
- c. IF an Off-Site Communicator has NOT been designated, THEN assume the responsibilities of the Off-Site Communicator and continue implementation of this procedure.

5.6.2 Notify the Emergency Response Manager that you have assumed the responsibilities of the Off-Site Communicator.

5.6.3 Verify the phones needed for the Off-Site Communicator are properly located and functional.



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**Note**

*Until turnover of off-site communications is complete, the Control Room or TSC has primary responsibility of the government verification lines. These lines should not be answered unless it is obvious that they are not being answered at the other facilities. IF the line is answered in the EOF prior to official turnover, THEN every effort should be made to reconnect the party on this line with the facility with primary responsibility and in the interim provide the best information available.*

- 5.6.4 Obtain the concurrence of the ERM to start the transfer of off-site communications from the Control Room or TSC to the EOF. When concurrence is obtained,
- Contact the Control Room Communicator or EOF Communicator (TSC), and obtain a briefing on the status of off-site notification, and transcribe the information from the "Event Notice," Form EPIPF-AD-07-01, for notifications that have already been transmitted on to clean copy(s) of "Event Notice," Form EPIPF-AD-07-01.
  - WHEN mutually agreed upon, relieve the Control Room Communicator or the EOF Communicator (TSC) of off-site notification responsibilities.
  - Remind the Control Room Communicator and/or EOF Communicator (TSC) to turn the bell switch on the Government Verification phone to the OFF position.
  - Ask the Control Room Communicator or EOF Communicator (TSC) to fax a copy of all "Event Notice," Form EPIPF-AD-07-01, issued from the Control Room to the EOF at their earliest convenience.
  - Inform the ERM that the EOF now has responsibility for off-site notifications.
  - Contact off-site EOC's and determine the status of their activation.
- 5.6.5 Obtain the following information from the off-site EOCs:
- Significant State or County concerns, priorities, and actions
  - If appropriate, PAR implementation status
  - Required reports or other information from KNPP
- 5.6.6 Review current status board and chronological event sheet entries.
- 5.6.7 WHEN directed by the ERM, perform off-site notifications.
- IF off-site EOCs HAVE been activated, THEN Go To EPIP-EOF-08 and perform notifications.
  - IF off-site EOCs have NOT been activated, THEN Go To EPIP-AD-07, Step 5.3 and perform notifications.

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- 5.6.8 If requested by the ERM, fax hard copy status reports (Forms EPIPF-EOF-08-05 or EPIPF-EOF-08-06) to the State and County EOCs.

**Note**

*Assistance may be obtained by requesting the ALD to provide EOF support staff.*

- 5.6.9 Ensure the EOF status board for off-site conditions is updated on a regular basis. Assistance by the EOF support staff may be requested from the ALD.
- 5.6.10 If directed by the ERM, activate ERO pagers using EPIP-EOF-08 Step 5.3.
- 5.6.11 Record incoming and outgoing *ad hoc* telephone messages on "Telephone Communications Log Sheet," Form EPIPF-EOF-04-02.
- 5.6.12 WHEN requested, brief the ERM on off-site communications, include the following items:
- Off-site Communications status
  - Significant State and County concerns, priorities, and actions
  - PAR implementation status
  - State or County requests for status reports (Form EPIPF-EOF-08-05) or other information updates
- 5.6.13 Provide communication support as directed by the ERM.
- 5.6.14 If appropriate, plan for shift relief per EPIP-AD-05.
- 5.6.15 IF Final Conditions are not met (Section 6.0), THEN return to Step 5.6.6.
- 5.6.16 WHEN Final Conditions are met (Section 6.0),
- a. Ensure that termination or recovery communications are made as directed by the ERM in accordance with Step 5.6.6.
  - b. Verify all work areas are returned to normal status and emergency procedures, forms, etc., are returned to their proper place.
  - c. Collect all completed records, logs, forms, notes, and other documentation and give them to the ALD.

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**5.7 JPIC/Plant Communicator shall:**

- 5.7.1 WHEN notified that an Emergency has been declared,
- Report to the Emergency Operations Facility.
  - IF a JPIC/Plant Communicator has been designated, until released, THEN
    - Assist in the activation of the EOF.
    - If appropriate, plan a shift relief per EPIP-AD-05.
    - Assist the designated JPIC/Plant Communicator.
  - IF a JPIC/Plant Communicator has NOT been designated, THEN assume the responsibilities of the JPIC/Plant Communicator and continue implementation of this procedure.
- 5.7.2 Notify the Engineering/Licensing Support Coordinator of your assumption of the responsibilities of the JPIC/Plant Communicator.
- 5.7.3 Review the following items:
- Master Log Sheets
  - Current Status Board listings
  - Current Chronological Event Sheet listing
  - Any News Statement that may have been generated
- 5.7.4 As directed by the Engineering/Licensing Support Coordinator, monitor the data presented on the Honeywell screens obtaining clarification from the plant, as necessary.
- Note**  
*Assistance may be obtained by requesting the ALD to provide EOF support staff.*
- 5.7.5 Ensure the EOF status boards for "Plant Status" are updated on a regular basis.
- 5.7.6 Record incoming and outgoing *ad hoc* telephone messages on "Telephone Communications Log Sheet," Form EPIPF-EOF-04-02.

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- 5.7.7 Establish a conference call with the EOF Communicator in the TSC and the Technical Briefer in the JPIC.
- \_\_\_\_ Pickup the telephone receiver and verify that there is a dial tone.
  - \_\_\_\_ Dial the EOF Communicator in the TSC (Ext. 8210).
  - \_\_\_\_ Notify the EOF Communicator that you will place them on hold to add the Technical Briefer at the JPIC to the conference.
  - \_\_\_\_ Press the telephone switch hook and hold for 1 second.
  - \_\_\_\_ Release the switch hook and listen for three beeps.
  - \_\_\_\_ Dial the Technical Briefer in the JPIC (Ext. 7623).
  - \_\_\_\_ Announce to the Technical Briefer that you are going to add the EOF Communicator (TSC) to the conference.
  - \_\_\_\_ Press the switch hook and hold for 1 second.
  - \_\_\_\_ Verify that the EOF Communicator (TSC) and the Technical Briefer (JPIC) are in the conference.
- 5.7.8 Confer with the ERM and Engineering/Licensing Support Coordinator on key issues and events.
- 5.7.9 Ensure the ERM and Engineering/Licensing Support Coordinator are kept informed of all key issues/events at the plant. The items listed below are key topics the JPIC/Plant Communicator should be receiving or communicating to the communicator network:
- Emergency Classification level declared
  - Events that caused the classification to be declared
  - Actions being taken by WPSC to mitigate the event
  - All incidents relating to personnel injury, contamination, or overexposure to radiation
  - Events happening outside the protected area of the plant (i.e., crashes, fires, tower or substation damage)
  - Outside assistance called in (i.e., ambulance, fire department, or Point Beach Nuclear Plant personnel or equipment)
- 5.7.10 Provide communications support as directed by the Engineering/Licensing Coordinator.
- 5.7.11 If appropriate, plan for shift relief per EPIP-AD-05.
- 5.7.12 IF Final Conditions are not met (Section 6.0), THEN return to Step 5.7.3.

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5.7.13 WHEN Final Conditions are met (Section 6.0),

- a. Verify all work areas are returned to normal status and emergency procedures, forms, etc., are returned to their proper place.
- b. Collect all completed records, logs, forms, notes, and other documentation and give them to the ALD.

5.8 **EOF Support Staff shall:**

5.8.1 WHEN notified that an Emergency has been declared,

- a. Report to the Emergency Operations Facility.
- b. Notify the Administrative Logistics Director of your availability to assume responsibilities of support staff and continue implementation of this procedure as directed by the Administrative Logistics Director.

5.8.2 Ensure the Honeywell terminal and printer are operating properly. Report problems to ALD.

5.8.3 Assist in activating the EOF in accordance with EPIP-EOF-02.

5.8.4 Perform the tasks described in EPIP-EOF-11.

5.8.5 WHEN directed by the ALD, provide general EOF support.

5.8.6 If appropriate, assist the ALD in plans for shift relief per EPIP-AD-05.

5.8.7 IF Final Conditions are not met (Section 6.0), THEN return to Step 5.8.4.

5.8.8 WHEN Final Conditions are met (Section 6.0),

- a. Verify all work areas are returned to normal status and emergency procedures, forms, etc., are returned to their proper place.
- b. Collect all completed records, logs, forms, notes, and other documentation and give them to the ALD.

## 6.0 Final Conditions

6.1 Plant Emergency has been Terminated or Recovery actions have begun and the Emergency Response Manager has suspended the use of EPIPs.

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## 7.0 References

- 7.1 EPIP-AD-02, Emergency Class Determination
- 7.2 EPIP-AD-05, Emergency Response Organization Shift Relief Guideline
- 7.3 EPIP-AD-07, Initial Emergency Notifications
- 7.4 EPIP-AD-15, Recovery Planning and Termination
- 7.5 EPIP-AD-19, Protective Action Guidelines
- 7.6 EPIP-ENV-01, Environmental Monitoring Group Organization and Responsibilities
- 7.7 EPIP-EOF-02, Emergency Operations Facility (EOF) Activation
- 7.8 EPIP-EOF-03, Corporate Action for Unusual Event
- 7.9 EPIP-EOF-08, Continuing Emergency Notifications
- 7.10 EPIP-EOF-11, Internal Communication and Documentation Flow
- 7.11 EPIP-EOF-12, Media Center/Emergency Operation Facility/Joint Public Information Center Security
- 7.12 EPIP-APPX-A, Communications
- 7.13 EPIP-APPX-A-03, Off-Site Telephone Numbers
- 7.14 EPMP-02.01, Declared Emergency Evaluation and Documentation
- 7.15 EPMP-02.04, Drill/Exercise Critique and Assessment
- 7.16 WPSC Nuclear Emergency Public Information Plan
- 7.17 Kewaunee Nuclear Power Plant Emergency Plan
- 7.18 NRC Inspection Report K-87-195
- 7.19 COMTRAK 91-187, Item 10
- 7.20 COMTRAK 96-163

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## 8.0 Records

- 8.1 The following QA records and non-QA records are identified in this directive/procedure and are listed on the KNPP Records Retention Schedule. These records shall be maintained according to the KNPP Records Management Program.

### 8.1.1 QA Records

- Event Notice, Form EPIPF-AD-07-01
- EOF Activation Checklist, Form EPIPF-EOF-02-01
- Plant Emergency Status Report, Form EPIPF-EOF-08-05
- Radiological Status Report, Form EPIPF-EOF-08-06
- SRCL Initial Action Checklist, Form EPIPF-EOF-04-01
- Telephone Communications Log Sheet, Form EPIPF-EOF-04-02

### 8.1.2 Non-QA Records

None

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Reviewed By <i>Jeanne M. Ferris</i>		Approved By <i>David R. Seebart</i>			
Nuclear Safety Related	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	PORC Review Required	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	SRO Approval Of Temporary Changes Required <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

## 1.0 Purpose

- 1.1 This procedure provides instruction for establishing and maintaining personnel accountability within the Protected Area (PA) of the plant.

## 2.0 General Notes

- 2.1 When initial assembly and accountability are in progress, certain individuals (as designated in EPIP-AD-01, "Personnel Response to the Plant Emergency Siren") will be allowed to move in, out, and about the PA before initial accountability is complete.
- 2.2 Emergency Response Organization (ERO) staff shall report to their duty locations.
- 2.3 Visitors, Contractors, and non-ERO personnel on-site should assemble in the nearest designated Assembly Area.
- 2.4 Severe Weather

- 2.4.1 Several of the Assembly Areas are NOT appropriate for severe weather safety.

- Warehouse Annex Lunchroom - relocate to the locker room.
- Administrative Training Facility (ATF) Lunchroom - relocate to the ATF Basement.
- Simulator Training Facility (STF) Lobby - relocate to the Simulator Control Room away from the glass partition along the west wall close to the floor.
- Classroom C Security Building - relocate to the Security Building locker room.

### Note

*IF unable to relocate as stated above, personnel should relocate on lower levels of buildings in interior rooms away from all windows.*

- 2.4.2 The following locations are adequate during severe weather:

- Control Room (CR)
- Radiation Protection Office (RPO)
- Technical Support Center (TSC)



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### 3.0 Precautions and Limitations

- 3.1 Initial **accountability** starts from the site announcement (siren sounding/public address message) and needs to be **completed within 30 minutes**.
  - a. The SMS Emergency Accountability Program will **begin 2 minutes** after site announcement. This allows for personnel to exit areas that are not their normal emergency work area (i.e., Control Room).
  - b. The first report should be **generated after 5 minutes**.
  - c. **After 10 minutes**, print a report or review the computer screen every minute until the number of unaccounted for personnel plateaus.
  - d. When the number of unaccounted for personnel plateaus, **accountability is complete**.
- 3.2 Allow prompt movement of ERO personnel into and out of the Protected Area when the Site Protection Director has determined there is no personnel hazard restricting such movement.
- 3.3 Adhere to the radiation control policies and requirements outlined in EPIP-AD-11, "Emergency Radiation Controls," and EPIP-RET-02D, "Emergency Radiation Entry Controls and Implementation."
- 3.4 Personnel who are in the Control Room when the Emergency Accountability Program is started are accounted for by the SMS.
- 3.5 Security Force Members, Fire Brigade Members, NAOs, and dispatched Emergency Teams are exempt from the SMS Emergency Accountability Program. They will be accounted for as defined in EPIP-AD-01, Step 5.1.1.c.

### 4.0 Initial Conditions

- 4.1 Personnel **assembly** is required whenever the plant emergency siren is sounded. **Accountability** will be required upon assembly unless otherwise directed by the Shift Manager/Emergency Director.

### 5.0 Procedure

- 5.1 **Site Protection Director (SPD) or Designee shall:**
  - 5.1.1 IF a designated Master Accountability Coordinator (MAC) is not available, THEN direct the Security Shift Captain to perform accountability functions.
  - 5.1.2 Contact the Emergency Director (ED) or Radiological Protection Director (RPD) to determine the location of any personnel hazards on-site or off-site and continue to monitor conditions.

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- 5.1.3 IF conditions warrant, THEN direct the Security Force to hold exiting personnel in the Security Building until the RPD determines a safe evacuation route.
- 5.1.4 Advise the MAC of all hazardous areas and/or severe weather.
- 5.1.5 Advise on-site directors of hazardous areas or severe weather conditions.
- 5.1.6 Direct Security Force personnel to make a tour through the Owner Controlled Area (OCA), sewage plant, exterior warehouses, exterior substation, and Met Tower to inform personnel to assemble in the STF or Security Building, or to leave the site, as appropriate.
- 5.1.7 Ensure attempts are made by any available means to contact all personnel who are unaccounted for.
- 5.1.8 IF attempts fail to locate personnel who are unaccounted for, THEN direct the Central Alarm Station (CAS) or Secondary Alarm Station (SAS) operator to run a computer report for that person(s).
- 5.1.9 Provide the Support Activities Director (SAD) and the RPD with information regarding all personnel who are unaccounted for based upon last known locations obtained from the computer report.
- 5.1.10 Keep the ED informed of the status of personnel accountability.
- 5.1.11 When initial accountability is complete, ensure the following message is announced over the Gai-tronics:
- "Attention all personnel. Initial accountability is complete. Personnel may relocate to other areas but shall maintain accountability."**
- 5.1.12 Maintain cognizance of all personnel outside the PA who remain on-site.
- 5.1.13 Continue to provide the MAC with updates on any location determined to be a personnel hazard including areas outside the PA.

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5.2 **Master Accountability Coordinator (MAC)** shall: .....

5.2.1 WHEN accountability is required:

- a. Report to the Security Building.
- b. IF a MAC has been designated and UNTIL they are released,
  1. If appropriate, plan a shift relief per EPIP-AD-05, "Emergency Response Organization Shift Relief Guideline."
  2. Help the designated MAC.
- c. IF a MAC has NOT been designated, notify the SPD of your intent to assume the responsibilities of the MAC and continue implementation of this procedure.
- d. Assign an Accountability Coordinator to the South Security Building Visitor's Desk.
  1. Inform this Accountability Coordinator to complete Form EPIPF-SEC-03.01, "Emergency Accountability Log," for ERO members entering the Protected Area.
  2. Perform Step 5.3.9.
- e. IF there is no Accountability Coordinator available for the Security Visitor's Desk, THEN assign a plant staff or security staff member to perform Step 5.2.1.d.

5.2.2 Two minutes after the sound of the plant emergency siren, ensure that the SAS/CAS has started the "Emergency Accountability Program" on the SMS.

5.2.3 Contact Security to verify there is NOT a hard copy visitor list. If this list is available, pick up the KNPP Protected Area Visitor and Non-Designated Vehicle log (SIP 20.02-1) at the Registration Desk.

5.2.4 Contact each Visitor's Escort via Gai-tronics to ensure accountability of their Visitor, place a check mark next to the Visitor's name as reported by the Escort.

5.2.5 Five minutes after the SMS Emergency Program has been started, obtain an Emergency Report from CAS/SAS.

5.2.6 Should attempts fail to locate personnel who are unaccounted for, direct the SAS/CAS to run a computer report on that person.

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- 5.2.7 Review the Emergency Report \_\_\_\_\_
- Contact the Control Room and strike any names from the list that have been positively accounted for (individual is in the Control Room or is accounted for on their "Emergency Accountability Log").
  - Contact the Technical Support Center (TSC) and strike any names from the list that have been positively accounted for (individual is in the TSC or is accounted for on their "Emergency Accountability Log").
  - Contact all names remaining on the list by any possible means.
- 5.2.8 WHEN all personnel have been contacted or reasonable attempts to contact have failed, record the names of individuals not accounted for and their last known location and provide this information to the SPD.
- 5.2.9 Contact the Accountability Areas outside the PA (per Table 1) to determine the number and location of personnel on-site but not within the Protected Area.
- 5.2.10 Report to the SPD the number and location of personnel on-site but outside the PA and obtain an update regarding personnel hazards and/or severe weather.
- 5.2.11 IF the plant emergency siren sounds after initial accountability, THEN return to Step 5.2.2.
- 5.2.12 Provide Accountability Coordinators (AC) with information regarding personnel hazards and/or severe weather provided by the SPD and continue to do so on a periodic basis.
- 5.2.13 Brief the SPD on any change in accountability status or new problems (i.e., groups or individuals overdue in assembly areas).
- 5.2.14 If appropriate, plan a shift relief for the MAC per EPIP-AD-05.
- 5.2.15 IF Final Conditions (Section 6.0) have NOT been met, THEN return to Step 5.2.11.
- 5.2.16 WHEN Final Conditions (Section 6.0) are met,
- Return your work area to normal status and return emergency procedures, forms, etc. to their proper place.
  - Record any discrepancies to emergency supplies that need correction and report them to the SPD.
  - Collect all completed forms, notes, and other documentation and give them to the SPD.

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**5.3 Accountability Coordinator (AC) shall:--**

**5.3.1 WHEN accountability is required:**

- a. Report to your assigned assembly area.
- b. IF an AC has been designated and UNTIL they are released,
  1. Help in facility activation.
  2. If appropriate, plan a shift relief per EPIP-AD-05.
  3. Help the designated AC.
- c. IF an AC has NOT been designated, THEN notify the Facility Director or MAC of your intent to assume the responsibilities of the AC in the assembly area and continue implementation of this procedure.

**5.3.2 Obtain Accountability packet located in the assembly areas in the following locations:**

- a. Control Room (CR) - On the wall behind the Control Room Supervisor's desk.

**Note**

*Make a list for the MAC of Fire Brigade Members, NAOs, and dispatched Emergency Teams that are accountability exempt.*

- b. Technical Support Center (TSC) - On the desk near the entrance door (No. 410).
- c. Radiation Protection Office (RPO) - Next to the entrance door (No. 55).
- d. Administrative Training Facility (ATF) - Lunchroom southwest corner, above the phone and Gai-tronics.
- e. Warehouse Annex - Lunchroom west wall, above the phone and Gai-tronics.
- f. Security Building - Room "C" on the wall by the phone and Gai-tronics.
- g. Site Training Facility (STF) - Lobby on the wall by the Gai-tronics.

**5.3.3 Locate yourself near the SMS accountability card reader.**

**Note**

*Visitors with magnetic badges must swipe their key card in an accountability card reader. Visitors with non-magnetic badges should NOT swipe their key card in an accountability card reader.*

**5.3.4 WHEN the Gai-tronics announcement is made that emergency accountability has been initiated, ensure that all badged personnel located in the area swipe their Security key card in the accountability reader and receive a green light.**

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5.3.5 IF a Director or Supervisor notifies you of individuals who will NOT assemble, THEN record them as if they were leaving the facility per Step 5.3.9.

5.3.6 Five minutes after the Gai-tronics announcement initiating accountability, make an announcement requesting any badged personnel who have not swiped their key card to do so immediately.

5.3.7 During accountability, demand quiet and cooperation. Maintain accountability of personnel assembled there.

5.3.8 WHEN provided by the MAC, inform personnel in your assembly area of information on hazardous areas.

5.3.9 WHEN an individual elects to move to another area, log their departure on "Emergency Accountability Log," Form EPIPF-SEC-03-01, as follows:

**Note**

*This includes visitors also.*

- a. In the "Name" column: Enter the name of the individual leaving the area.
- b. In the "Card" column: Enter the individual's security card number.

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- c. In the "Destination" column: Enter the location to which the individual is heading.

Acronym	Area
<i>For Another Accountability Area</i>	
CR	Control Room
RPO	Radiation Protection Office
TSC	Technical Support Center
WA	Warehouse Annex Lunchroom
ATF	Administrative Training Facility Lunchroom
<i>For Repair Team Activity</i>	
LPA	Leaving the Protected Area
PA	Outside the Buildings but inside the Protected Area
ADMN	Administrative Buildings
TURB	Turbine Building
AUX	Auxiliary Building
CNTM	Containment Building
WRHS	Warehouse or Shop Area

- d. In the "Departure Time" column: Enter the time the individual departed the area.
- e. In the "Return/Arrive Time" column: Enter the time the individual returns to the area or the time you are informed they arrive at another Assembly Area by the Accountability Coordinator in that area.
- 5.3.10 IF an individual arrives in your area who did not log out of your area and is not immediately returning to the area he checked out of, THEN contact the area he departed and notify them of the individual's arrival time and intent to stay.
- 5.3.11 IF moving the entire group of assembled personnel to another area, THEN:
- Contact the MAC to inform them of the intended move.
  - Record badge numbers of people moving.
  - Instruct personnel in your area to proceed directly to the new destination, staying in a group until head count can be verified.

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- d. Verify the badge numbers upon arrival at the new location.
- e. Contact the MAC to verify arrival and to provide a phone number at the new location.

5.3.12 IF the plant siren is sounded following the initial accountability, THEN initiate contacts to all individuals listed as NOT "Returned or Arrived" on your Form EPIPF-SEC-03-01:

- a. WHEN contacted, give them any information you know about the siren sounding.
- b. IF instructed by a Facility Director, instruct the individual to come back to an assembly area.
- c. Note the individuals that were contacted and notify the MAC of individuals logged out of your area and whether you were able to contact them.
- d. Return to Step 5.3.4.

5.3.13 If appropriate, plan a shift relief for the area AC per EPIP-AD-05.

5.3.14 IF Final Conditions (Section 6.0) have NOT been met, THEN return to Step 5.3.8.

5.3.15 IF Final Conditions (Section 6.0) are met, THEN

**Note**

*Flag any discrepancies to emergency supplies that need correction.*

- a. Return your work area to normal status and return emergency procedures, forms, etc. to their proper place.
- b. Collect all completed forms, notes, and other documentation and give them to the SPD.

**5.4 Security Force shall:**

5.4.1 WHEN accountability is required and the SMS system is offline, manually maintain a log of personnel entering/exiting the PA to enable the MAC to update the accountability roster as necessary.

5.4.2 Guide PA ingress/exit in accordance with EPIP-SEC-02, "Security Force Response to Emergencies."

**5.4.3 Patrolling Security Officers shall:**

- a. Verify their locations by portable radio to the Shift Captain for accountability.
- b. Obtain personal dosimetry to take with them on patrol in accordance with EPIP-SEC-04, "Security Force Actions for Dosimetry Issue."



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## 6.0 Final Conditions

- 6.1 Plant Emergency has been Terminated or Recovery actions have begun and the Emergency Director has suspended the use of EIPs or it has been determined emergency accountability is no longer required.

## 7.0 References

- 7.1 Kewaunee Nuclear Power Plant Emergency Plan
- 7.2 EPIP-AD-01, Personnel Response to the Plant Emergency Siren
- 7.3 EPIP-AD-05, Emergency Response Organization Shift Relief Guideline
- 7.4 EPIP-AD-11, Emergency Radiation Controls
- 7.5 EPIP-RET-02D, Emergency Radiation Entry Controls and Implementation
- 7.6 EPIP-SEC-02, Security Force Response to Emergencies
- 7.7 EPIP-SEC-04, Security Force Actions for Dosimetry Issue

## 8.0 Records

- 8.1 The following QA records and non-QA records are identified in this directive/procedure and are listed on the KNPP Records Retention Schedule. These records shall be maintained according to the KNPP Records Management Program.

### 8.1.1 QA Records

None

### 8.1.2 Non-QA Records

- Emergency Accountability Log, Form EPIP-SEC-03-01

## ACCOUNTABILITY AREAS (Inside the Protected Area)

LOCATION	PHONE NUMBER
Control Room	8207
Radiation Protection Office	8451
Technical Support Center (Included OSF and RAF)	8353
Administrative Training Facility (Lunchroom)	6480
Warehouse Annex (Lunchroom)	6452

ALTERNATE LOCATION	PHONE NUMBER
Administrative Training Facility (Basement)	6548
Warehouse Annex (Locker Room)	6454

## ACCOUNTABILITY AREAS (Outside the Protected Area)

LOCATION	PHONE NUMBER
Security Building Classroom C	6548
Simulator Training Facility (Lobby)	8427

ALTERNATE LOCATION	PHONE NUMBER
Security Locker Room (Security Building)	8292
Simulator Training Facility (Simulator Control Room)	8607

## ACCOUNTABILITY LEADERS

LEADER	PHONE NUMBER
Master Accountability Coordinator (Security Building)	8509
Accountability Coordinator (Sec. Bldg. Visitor's Desk)	8509
Site Protection Director (Sec. Bldg.)	8418
(TSC)	PBX 8591 Kew. Ex. 388-0459

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Reviewed By <i>Jeannette M. Ferris</i>		Approved By <i>David R. Seabart</i>				
Nuclear Safety Related	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	PORC Review Required	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	SRO Approval Of Temporary Changes Required	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

## 1.0 Purpose

- 1.1 This procedure provides instruction for calculating the steam release rate in cc/sec to the environment from a faulted steam generator with a tube rupture in the same generator.

## 2.0 General Notes

- 2.1 The calculation for steam release may be performed using the PC Program STMRLS or manually. Step 5.1 of this procedure is used when the computer calculation is performed. Steps 5.2 or 5.3 are used when performing a manual calculation.

## 3.0 Precautions and Limitations

- 3.1 None

## 4.0 Initial Conditions

- 4.1 This procedure applies when the reactor is shutdown with or without reactor coolant pumps running. The core Delta-T and faulted steam generator pressure is relatively stable. The faulted steam generator is the only steam release path. The fault may be on any unisolated portion of the steam generator or steam line.

## 5.0 Procedure

### 5.1 Steam Release Calculation Using PC Program STMRLS

#### **Note**

*IF steam release is due to an open steam generator PORV or safety valve, THEN only Steps 5.1.1(a) and 5.1.1(g) need to be performed.*

- 5.1.1 Record the following data on Form EPIPF-TSC-08A-04:
- Release due to open PORV or safety valve (Y/N).
  - Reactor power prior to reactor shutdown (MWth).
  - Number of days that reactor was at power.
  - Time since reactor shutdown (min).

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- e. Number of operating reactor coolant pumps. IF one or two reactor coolant pumps are running, THEN record RCS average temperature from loop with running reactor coolant pump. IF zero reactor coolant pumps are running, THEN record wide range hot leg and cold leg temperatures for each RCS loop.
- f. RCS average pressure (psig).
- g. Ruptured steam generator pressure (psig).
  - IF ruptured steam generator pressure is approximately the saturation pressure for RCS average temperature, THEN a steam release projection is available.
- h. Intact steam generator pressure (psig).
- i. Safety injection flow rate (gpm).
- j. Total auxiliary feedwater flow rate to intact steam generator (gpm).

**Note**

*Ensure that a PC and printer are set up in the lower Technical Support Center.*

- 5.1.2 Turn the computer and printer ON.
- 5.1.3 Log into the KNPP Network:
  - a. Use your own Network ID and Password.
  - b. When prompted "you have not logged on ... log in here in the future," click NO.
- 5.1.4 Click on Steam Release Icon.
- 5.1.5 IF the network is unavailable, THEN:
  - a. Turn OFF the computer.
  - b. Retrieve the diskette labeled EPIP-TSC-08B, "STMRLS Computer Program," from the TSC emergency supply cabinet. (See EPIP-TSC-08B for alternate diskette locations.)
  - c. Insert the diskette into the PC's disk drive.
  - d. Turn the computer ON. After approximately 40 seconds, the computer will begin to execute the program.

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**Note**

*A steam release "projection" is available if ruptured steam generator is approximately equal to saturation pressure for RCS average temperature. To enable the projection, enter "0" for ruptured steam generator pressure. This tells the computer that the ruptured steam generator is saturated at RCS temperature.*

- 5.1.6 Input the data from Form EPIP-TSC-08A-04 into the program. The program will prompt all required inputs.
- 5.1.7 Record the steam release rate on Form EPIP-TSC-08A-04.
- 5.1.8 IF a steam release projection is made, THEN note the general trend (increasing or decreasing) of the steam release. Do not use the projection release rates. **The projection is for trending purposes only.**

**Note**

*The letters under blanks on the calculation sheet match the letters on the data sheet.*

**Note**

IF steam release is due to an open PORV or safety valve, THEN perform Step 5.3.

**5.2 Steam Release Calculation Using an Energy Balance Across RCS**

**5.2.1 Heat Input from the Reactor and Reactor Coolant Pumps**

- 5.2.1.1 Record the following data on Form EPIP-TSC-08A-01:
  - a. Time elapsed since reactor trip.
  - b. Decay heat using Reactor Data Manual, Section RD 11.2 or below tabulation (the Reactor Data Manual and table below assume 100% power for 300 days prior to reactor trip).

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**RATE OF PRODUCTION OF DECAY HEAT  
FOLLOWING SHUTDOWN**

<u>TIME AFTER SHUTDOWN</u>	<u>% OF FULL POWER</u>
1 second	6.37
1 minute	2.69
30 minutes	1.25
1 hour	1.06
8 hours	0.63
24 hours	0.46
48 hours	0.37

c. Number of reactor coolant pumps running.

5.2.1.2 Use Formula 1 on Form EPIPF-TSC-08A-02 to calculate the heat input in Btu/sec.

5.2.2 Heat Input from the Reactor Coolant System

5.2.2.1 Record the following data on Form EPIPF-TSC-08A-01:

- a. With one or two RXCPs running, record  $T_{ave}$  from loop with running reactor coolant pump.
- b. With zero running, record RCS wide range hot and cold leg temperatures for each loop.
- c. Reactor Coolant System pressure.
- d. Using steam tables, calculate the Enthalpy ( $h_f$ ) at RCS temperature and pressure.
- e. Using steam tables, calculate the Specific Volume ( $V_f$ ) at RCS temperature and pressure.
- f. Safety injection total flow using F8002G (FI-924) and F8001G (FI-925).

5.2.2.2 Use Formula 2 on Form EPIPF-TSC-08A-02 to calculate the heat input in Btu/sec.

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### 5.2.3 Heat Input from Auxiliary Feedwater Flow

5.2.3.1 Record the following data on Form EPIPF-TSC-08A-01:

- Intact steam generator pressure.
- Using steam tables, calculate the saturated liquid Enthalpy ( $h_f$ ) at intact steam generator pressure.
- Auxiliary feedwater total flow using FI-18201 and FI-18202 (Control Room).

5.2.3.2 Use Formula 3 on Form EPIPF-TSC-08A-02 to calculate the heat input in Btu/sec.

### 5.2.4 Steam Release Calculation

5.2.4.1 Record the following data on Form EPIPF-TSC-08A-01:

- Faulted steam generator pressure.
- Using steam tables, calculate the Latent Heat of Vaporization ( $h_{fg}$ ) at faulted steam generator pressure.
- Using steam tables, calculate the Specific Volume ( $V_g$ ) at faulted steam generator pressure.

5.2.4.2 Use Formulas 4 and 5 on Form EPIPF-TSC-08A-02 to calculate the steam release in cc/sec.

## 5.3 Steam Release Calculation Due to Open PORV or Safety Valve

### 5.3.1 Steam Generator Parameters

5.3.1.1 Record the following data on Form EPIPF-TSC-08A-03:

- Valve that is open (PORV or safety).
- Discharge area for the open valve: PORV area is  $0.0474 \text{ ft}^2$  and for the safety, the area is  $0.0983 \text{ ft}^2$ .
- Faulted steam generator pressure.
- Using steam tables, determine the saturation temperature.

### 5.3.2 Steam Release Calculation

- Using Equation 1, determine the steam velocity.
- Using Equations 2 and 3, calculate the steam release rate.

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## 6.0 Final Conditions

- 6.1 The emergency declaration is closed out, OR
- 6.2 The steam release is terminated, OR
- 6.3 The plant has been stabilized, recovery operations have been entered, and it has been determined that any steam release does not present a hazard to the public. (Projections indicate doses from a release are below Technical Specification Limits at the Site Boundary.)

## 7.0 References

- 7.1 Reactor Data Manual, Section RD 11.2, Reactor Decay Heat
- 7.2 Startup Test 3.9, Reactor Coolant System Steam Rate Without Nuclear Heat
- 7.3 Steam Tables, Properties of Saturated and Superheated Steam
  - 7.3.1 Table 1, Saturated Steam: Temperature Table
  - 7.3.2 Table 2, Saturated Steam: Pressure Table
- 7.4 EPIP Appendix B, Forms
- 7.5 EPIP-TSC-08B, STMRLS Computer Program
- 7.6 COMTRAK 89-029

## 8.0 Records

- 8.1 The following QA records and non-QA records are identified in this directive/procedure and are listed on the KNPP Records Retention Schedule. These records shall be maintained according to the KNPP Records Management Program.
  - 8.1.1 QA Records
    - Steam Release Data Sheet (Energy Balance), Form EPIPF-TSC-08A-01
    - Steam Release Calculation Sheet (Energy Balance), Form EPIPF-TSC-08A-02
    - Steam Release Data/Calculation Sheet (Open Valve), Form EPIPF-TSC-08A-03
    - Steam Release Data/Calculation Sheet (STMRLS Program), Form EPIPF-TSC-08A-04
  - 8.1.2 Non-QA Records
    - None



**EVENT NOTICE**  
**(Wisconsin Nuclear Accident Reporting Form)**

ROLL-CALL \_\_\_\_\_ TIME \_\_\_\_\_  
State Warning Center I or II \_\_\_\_\_  
Kewaunee Co. Sheriff \_\_\_\_\_  
Manitowoc Co. Sheriff \_\_\_\_\_

**"MESSAGE START"**

"This is the Kewaunee Nuclear Power Plant calling. An incident has occurred at our facility. Please record the following information on your Nuclear Accident Reporting System form."

**REASON FOR CALL**

☐ Initial Report    ☐ An Update    ☐ ECL Change    ☐ PAR Change

**1. STATUS**

- ☐ A Actual  
☐ B Exercise  
☐ C Drill

**2. STATION/PLANT**

☐ (S) Kewaunee

**3. ON-SITE ACCIDENT CLASSIFICATION**

- ☐ (A) Unusual Event  
☐ (B) Alert  
☐ (C) Site Area Emergency  
☐ (D) General Emergency  
☐ (E) Recovery  
☐ (F) Termination

**4. ACCIDENT**

CLASSIFIED      TERMINATED

TIME: \_\_\_\_\_ TIME: \_\_\_\_\_  
DATE: \_\_\_\_\_ DATE: \_\_\_\_\_

EAL Chart: \_\_\_\_\_

**5. RELEASE TO ENVIRONMENT**

(As a result of classified event)

- ☐ (A) None  
☐ (B) Potential  
☐ (C) Occurring  
☐ (D) Terminated

**6. TYPE OF RELEASE**

(Mark all that apply)

- ☐ (A) Not Applicable  
☐ (B) Atmospheric  
☐ (C) Liquid  
☐ (D) Uncontrolled  
☐ (E) Unmonitored

**7. WIND DIRECTION**

FROM \_\_\_\_\_ (degrees)

Downwind Sector (Circle One Sector)

A B C D E F G H J K L M N P Q R

**8. WIND SPEED**

☐ (B) Miles/HR \_\_\_\_\_

**9. RECOMMENDED ACTIONS**

☐ (A) NONE

**EVACUATE**

- ☐ (B) 0-2 mile radius  
☐ (C) 0-5 mile radius  
☐ (D) 2-5 miles for sectors \_\_\_\_\_  
☐ (E) 5-10 miles for sectors \_\_\_\_\_  
☐ (F) other \_\_\_\_\_

**SECTORS**

**10. OTHER SIGNIFICANT INFORMATION**

11. This message is being transmitted by \_\_\_\_\_ (name) at the Kewaunee Nuclear Power Plant.  
The return phone number is (920) 388-0101.

"State Warning Center, please read back this message to verify accuracy." (PAUSE to allow message to be read)

"Have all agencies received this message?" (WAIT for reply)

"Relay this information to Emergency Management immediately. Have the appropriate personnel verify this message by return phone call."

**"MESSAGE END"** NOTE: Message transmission was complete at \_\_\_\_\_ (Time).

Signature \_\_\_\_\_

DATE / TIME APPROVED \_\_\_\_\_

Approved Prior to Release by ☐ ED ☐ ERM (Check One)

Verification \_\_\_\_\_

State of Wisconsin (Duty Officer) \_\_\_\_\_

Time \_\_\_\_\_

Call Backs \_\_\_\_\_

Manitowoc Cnty (Emerg Gov Dir) \_\_\_\_\_

Time \_\_\_\_\_

Kewaunee Cnty (Emerg Gov Dir) \_\_\_\_\_

Time \_\_\_\_\_

**NOTE: RETURN THIS FORM TO THE SM/ED/ERM UPON COMPLETION OF ALL NOTIFICATIONS.**

## METEOROLOGICAL AND PLANT STATUS DATA

DATE/TIME: \_\_\_\_\_

**METEOROLGICAL STATUS:**

KNPP Wind Direction (10m) (from) \_\_\_\_\_ Degrees

KNPP Wind Speed (10m) \_\_\_\_\_ MPH

Stability Class:      A        B        C        D        E        F        G        (Circle One)  
  (Extremely Unstable)    (Extremely Stable)

Projected Plume Boundaries: \_\_\_\_\_ Degrees to \_\_\_\_\_ Degrees

Potential for lake breeze effect: YES / NO (Circle One)

## Weather Forecast

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**PLANT STATUS:**

Description of Event

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Current Emergency Classification:      UE      ALERT      SE      GE      (Circle One)  
Time Classified:      \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_      \_\_\_\_\_

PARs

Reactor Status:      Operating / Shutdown      (Circle One)

Radiological Release:    None / In Progress / Terminated            (Circle One)

Release Point \_\_\_\_\_

Time Started \_\_\_\_\_

Time Stopped \_\_\_\_\_

## SRCL INITIAL ACTION CHECKLIST

DATE: \_\_\_\_\_

TIME (SRC Contact Established): \_\_\_\_\_

ACTION	RESPONSE
<p>1. Contact RPD at RPO, ext. 8269 or TSC, ext. 6526.</p> <ul style="list-style-type: none"><li>- Has there been contact with a SRC?</li><li>- If yes, information given to SRC?</li><li>- Request TSC and RAF turn off bells on their SRC lines (388-0103).</li><li>- Inform RPD you will notify him when SRC/SRCL link is established.</li></ul> <p>2. Contact SRC at: (608) 242-3280 or 3281</p> <ul style="list-style-type: none"><li>- Inform SRC you are the SRCL.</li><li>- Inform the SRC you are obtaining event information based on plant and radiological status check list. Is there an urgent information item needed?</li><li>- Request return calls at (920) 388-0103 or (920) 433-7628.</li><li>- Inform the RPD that you have established the SRC/SRCL Link.</li></ul>	

# TELEPHONE COMMUNICATIONS LOG SHEET

*EXAMPLE*

<b>DATE:</b>	<b>TO:</b>	<b>No. (Preprinted sequential numbers):</b>		
<b>TIME:</b>	<b>FROM:</b>			
<b>MESSAGE:</b>	<b>WHO</b>	<b>WHAT</b>	<b>WHEN</b>	<b>WHERE</b>
<b>MESSAGE WRITTEN BY:</b>				

**Note**

*Packets of numbered copies of these forms are maintained in all Emergency Facilities.*

# STEAM RELEASE DATA SHEET (ENERGY BALANCE)

## 1. Reactor Data

a. Time elapsed since reactor trip \_\_\_\_\_ (min)  
(A)

b. Decay Heat from RD 11.02 or Step 5.2.1(b) \_\_\_\_\_ (%)  
(B)

c. Number of reactor coolant pumps running \_\_\_\_\_  
(C)

## 2. Reactor Coolant System Parameters

### a. RCS average temperature:

1) With one or two RXCPs on use  $T_{ave}$

2) With zero RXCPs running (wide range temperature):

Loop A: Cold Leg  $T_{c_a}$  \_\_\_\_\_ °F

Hot Leg  $T_{h_a}$  \_\_\_\_\_ °F

\_\_\_\_\_ (°F) [ $T_{ave}$ ]  
(D)

Loop B: Cold Leg  $T_{c_b}$  \_\_\_\_\_ °F

Hot Leg  $T_{h_b}$  \_\_\_\_\_ °F

$$T_{ave} \left[ \frac{T_{c_a} + T_{h_a} + T_{c_b} + T_{h_b}}{4} \right]$$

b. RCS pressure \_\_\_\_\_ psig

1) Enthalpy ( $h_f$ ) at RCS temperature and pressure \_\_\_\_\_ (Btu/lb<sub>m</sub>)  
(E)

2) Specific Volume ( $V_f$ ) at RCS temperature and pressure \_\_\_\_\_ (ft<sup>3</sup>/lb<sub>m</sub>)  
(F)

### c. Safety injection flow

FI-924 (F8002G) \_\_\_\_\_ gpm + FI-925 (F8001G) \_\_\_\_\_ gpm = \_\_\_\_\_ (gpm)  
(G)

# STEAM RELEASE DATA SHEET (ENERGY BALANCE)

(Continued)

## 3. Intact Steam Generator Parameters

- a. Intact steam generator pressure

\_\_\_\_\_ psig + 14.7 = \_\_\_\_\_ psia

- b. Saturated Liquid Enthalpy ( $h_f$ ) at intact steam generator pressure \_\_\_\_\_ (Btu/lb<sub>m</sub>)  
(H)

- c. Total auxiliary feedwater flow to intact steam generator \_\_\_\_\_ (gpm)  
(I)

## 4. Steam Generator Parameters

- a. Faulted steam generator parameters

\_\_\_\_\_ psig + 14.7 = \_\_\_\_\_ psia

- b. Saturated Enthalpy ( $h_{fg}$ ) at faulted steam generator pressure \_\_\_\_\_ (Btu/lb<sub>m</sub>)  
(J)

- c. Specific Volume ( $v_g$ ) at faulted steam generator pressure \_\_\_\_\_ (ft<sup>3</sup>/lb<sub>m</sub>)  
(K)

# STEAM RELEASE CALCULATION SHEET (ENERGY BALANCE)

## 1. Heat Input from Reactor and Reactor Coolant Pumps

$$\left[ \left( \frac{\quad}{(B)} \% \times 16.5 \text{ MW} / \% \right) + \left( \frac{\quad}{(C)} \text{ RXCPs} \times 3.55 \text{ MW} / \text{RXCP} \right) \right] \times$$

$$\left[ 3.412 \times 10^6 \frac{\text{Btu/hr}}{\text{MW}} \times \frac{1 \text{ hr}}{3,600 \text{ sec}} \right] = \frac{\quad}{(L)} \text{ Btu/sec}$$

## 2. Heat Input from Reactor Coolant System

$$\left[ \left( 547 - \frac{\quad}{(D)} \right) ^\circ\text{F} \times 58,231.6 \frac{\text{Btu}}{^\circ\text{F}} / \left( \frac{\quad}{(A)} \text{ min} \times 60 \frac{\text{sec}}{\text{min}} \right) \right] -$$

$$\left[ \left( \frac{\quad}{(E)} - 68 \right) \text{ Btu/lb}_m \times \frac{\quad}{(G)} \text{ gpm} \times 0.13813 \frac{\text{lb}_m}{\text{gpm} \cdot \text{sec}} \right] +$$

$$\left[ \left( 543.8 - \frac{\quad}{(E)} \right) \text{ Btu/lb}_m \times 6,191 \text{ ft}^3 / \left( \frac{\quad}{(F)} \frac{\text{ft}^3}{\text{lb}_m} \times \frac{\quad}{(A)} \text{ min} \times 60 \frac{\text{sec}}{\text{min}} \right) \right] = \frac{\quad}{(M)} \text{ Btu/sec}$$

## 3. Heat Input from Auxiliary Feedwater Flow

$$\left[ \left( \frac{\quad}{(H)} - 68 \right) \text{ Btu/lb}_m \times \frac{\quad}{(I)} \text{ gpm} \times 0.13813 \frac{\text{lb}_m}{\text{gpm} \cdot \text{sec}} \right] = \frac{\quad}{(N)} \text{ Btu/sec}$$

## 4. Total Heat Input

$$\frac{\quad}{(L)} + \frac{\quad}{(M)} - \frac{\quad}{(N)} = \frac{\quad}{(O)} \text{ Btu/sec}$$

## 5. Steam Release

$$\frac{\quad}{(O)} \text{ Btu/sec} \times \frac{\quad}{(K)} \frac{\text{ft}^3}{\text{lb}_m} \times 28,300 \frac{\text{cc}}{\text{ft}^3} / \frac{\quad}{(J)} \frac{\text{Btu}}{\text{lb}_m} = \text{cc/sec}$$

# STEAM RELEASE DATA/CALCULATION SHEET (OPEN VALVE)

## 1. Steam Generator Data

- a. Valve that is open (PORV or Safety) \_\_\_\_\_
- b. Discharge area for open valve \_\_\_\_\_ Ft<sup>2</sup>  
(PORV = 0.0474 Ft<sup>2</sup>, Safety = 0.0983 Ft<sup>2</sup>) (A)
- c. Faulted steam generator pressure \_\_\_\_\_ psig  
(B)
- Saturation temperature at faulted steam generator pressure \_\_\_\_\_ °F  
(C)
- 

## 1. Steam Velocity

$$\text{Velocity} = \sqrt{3,120 \times \left( \frac{\text{_____}}{(C)} ^\circ\text{F} + 460 \right)} = \frac{\text{_____}}{(D)} \text{ Ft/sec}$$

## 2. Steam Release (Mass Flow)

$$\text{Mass Flow} = \frac{\text{_____}}{(A)} \text{ Ft}^2 \times \frac{\text{_____}}{(D)} \text{ Ft/sec}$$

$$\text{Mass Flow} = \frac{\text{_____}}{(E)} \text{ Ft}^3/\text{sec}$$

## 3. Steam Release (Volumetric Flow)

$$\text{Volumetric Flow} = \frac{\text{_____}}{(E)} \text{ Ft}^3/\text{sec} \times 28,300 \text{ cc/Ft}^3$$

$$\text{Volumetric Flow} = \text{_____} \text{ cc/sec}$$



# STEAM RELEASE DATA/CALCULATION SHEET (STMRLS PROGRAM)

DATE: \_\_\_\_\_ TIME: \_\_\_\_\_

Is Steam Release Due to Open PORV or Safety Valve? \_\_\_\_\_ (YES / NO)

Reactor Power **PRIOR** to Shutdown? \_\_\_\_\_ (MWTH)

Number of Days that Reactor was at Power? \_\_\_\_\_ (DAYS)

Time Since Reactor Trip \_\_\_\_\_ (MIN)

Number of Operating Reactor Coolant Pumps

- If 1 or 2 RXCPs running, RCS Average Temperature \_\_\_\_\_ (°F)

- If 0 RXCPs running, wide range RCS hot and cold leg  
temperatures for each loop:

A Hot \_\_\_\_\_ (°F)

A Cold \_\_\_\_\_ (°F)

B Hot \_\_\_\_\_ (°F)

B Cold \_\_\_\_\_ (°F)

RCS Average Pressure \_\_\_\_\_ (psig)

Ruptured Steam Generator Pressure \_\_\_\_\_ (psig)

Intact Steam Generator Pressure \_\_\_\_\_ (psig)

Safety Injection Flow Rate \_\_\_\_\_ (gpm)

Total Auxiliary Feedwater Flow Rate to Intact Steam Generator \_\_\_\_\_ (gpm)

## OUTPUT DATA

Steam Release Rate \_\_\_\_\_ (cc/sec)

Performed By: \_\_\_\_\_