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DOCUMENTATION MANAGEMENT DOCUMENT ON-LINE CONTROL SYSTEM TRANSMITTAL / RECEIPT ACKNOWLEDGMENT

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TRANSMITTAL NUMBER: 0110-02276 TRANSMITTAL DATE : 10/31/2001 TRANSMITTAL PAGE : 001

COPY NUMBER : 1665

TO: DOC. CONTROL DESK,

USNRC DIVISION OF EMERGENCY PREPARDNESS WASHINGTON, D.C. 20555

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DOCUMENTATION MANAGEMENT DOCUMENT ON-LINE CONTROL SYSTEM TRANSMITTAL / RECEIPT ACKNOWLEDGMENT

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002	RA-EP-01600	00	CE	8/20/1996	C 991349 E 012777	11/8/1999 10/31/2001	UNUSUAL EVENT
003	RA-EP-01700	00	CE	8/20/1996	C 991352 E 012778	11/8/1999 10/31/2001	ALERT
004	RA-EP-01800	00	CE	8/20/1996	C 991351 E 012779	11/8/1999 10/31/2001	SITE AREA EMERGENCY
005	RA-EP-01900	00	CE	8/20/1996	C 991350 E 012780	11/8/1999 10/31/2001	GENERAL EMERGENCY

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Davis-Besse Nuclear Power Station

EMERGENCY PLAN IMPLEMENTING PROCEDURE

RA-EP-01600

(Supersedes HS-EP-1600 R3)

UNUSUAL EVENT

REVISION 00 Prepared by: Sponsor: Manager - Regulatory Affairs Date 8/13/96 Approved by: Director - Engineering and Services Date 8-12-96 Approved by: Date Plant Manager AUG 20 1996 Effective Date: LEVEL OF USE: Procedure Classification: STEP-BY-STEP X_____ Safety Related Quality Related Non-Quality Related

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UNUSUAL EVENT

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UNUSUAL EVENT

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1.0 <u>PURPOSE</u>

This procedure outlines the course of action and protective measures required to mitigate an Unusual Event.

- 2.0 <u>REFERENCES</u>
 - 2.1 Developmental
 - 2.1.1 Davis-Besse Nuclear Power Station Emergency Plan
 - 2.2 Implementation
 - 2.2.1 RA-EP-01500, Emergency Classification
 - 2.2.2 RA-EP-01700, Alert
 - 2.2.3 RA-EP-01800, Site Area Emergency
 - 2.2.4 RA-EP-01900, General Emergency
 - 2.2.5 RA-EP-02110, Emergency Notification
 - 2.2.6 RA-EP-02720, Recovery Organization

3.0 **DEFINITIONS**

- 3.1 UNUSUAL EVENT Event(s) are in progress or have occurred that indicate a potential degradation of the level of safety of DBNPS. No releases of radioactive material requiring offsite response or monitoring are expected unless further degradation of safety systems occurs.
- 3.2 TRANSITORY EVENT An event which is classifiable in accordance with RA-EP-01500, Emergency Classification, but becomes a lower classification or non-classifiable event before being declared.

4.0 **RESPONSIBILITIES**

- 4.1.1 The Shift Manager shall become the Emergency Director during activation of the Davis-Besse Emergency Plan, and shall be responsible for coordinating the actions of the emergency organization until relieved.
- 4.1.2 The Unit Supervisor may assume the Emergency Director duties only if the Shift Manager is not in the Control Room or is incapable of performing those duties.
- 4.1.3 The Shift Engineer (Shift Technical Advisor) may assume the Emergency Director duties only if neither the Shift Manager nor the Unit Supervisor is in the Control Room and capable of performing those duties.
- 4.1.4 For an Unusual Event the Shift Manager may retain the Emergency Director function throughout the duration of the event. However, the Shift Manager may request that he be relieved of this function by the Emergency Director.
- 4.1.5 Upon arrival in the Control Room, the Emergency Assistant Plant Manager or Emergency Plant Manager may relieve the Emergency Director.
- 4.1.6 The Emergency Plant Manager may assume the Emergency Director duties from the Technical Support Center (TSC) if the TSC and Emergency Control Center (ECC) are activated.
- 4.1.7 The Emergency Director shall remain in the Control Room until the TSC and ECC have been activated.

5.0 INITIATING CONDITIONS

This procedure shall be utilized whenever an Unusual Event has been classified in accordance with RA-EP-01500, Emergency Classification.

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<u>NOTE 6.0</u>

The following procedure steps may be performed simultaneously.

6.0 PROCEDURE

DATE:

TIME

INITIALS

The Emergency Director shall direct performance of the following:

CAUTION 6.1

If the Unusual Event is due to a security event obtain security management concurrence prior to sounding the Station alarm.

6.1 Sound the appropriate Station alarm (fire, access evacuation, and/or initiate emergency procedures) and make the following announcement over the public address system, <u>TWICE</u>.

6.1.1 Upgrading:

"ATTENTION ALL PERSONNEL; ATTENTION ALL PERSONNEL: AN UNUSUAL EVENT HAS BEEN DECLARED. ALL MEMBERS OF THE ONSHIFT EMERGENCY ORGANIZATION STAND BY FOR FURTHER INSTRUCTIONS. ALL OTHER PERSONNEL CONTINUE WITH YOUR PRESENT DUTIES UNLESS FURTHER INSTRUCTION IS GIVEN. THE REASON FOR THE UNUSUAL EVENT IS:

(STATE REASON)

6.1.2 If there is a localized emergency (e.g., fire) announce its type and location and instruct personnel to stand clear of the area.

6.2 Notify the Emergency Response Organization (ERO) in accordance with RA-EP-02110, Emergency Notification.

RA-EP-01600 Revision 00

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		DATE:	
		TIME	INITIALS
6.3	Notify Ottawa County, Lucas County, and the State of Ohio within 15 minutes of any emergency classification using the Initial Notification Form in accordance with		
	RA-EP-02110, Emergency Notifications.		
6.4	Notify the NRC within 1 hour using the Event Notification Worksheet in accordance with RA-EP-02110, Emergency Notification.		
6.5	Make periodic updates to offsite agencies as conditions change, or hourly at a minimum, using Periodic Update Form in accordance with RA-EP-02110, Emergency Notifications. These updates may be omitted by mutual agreement with the offsite agencies.		
6.6	When plant conditions change review RA-EP-01500, Emergency Classification, to determine if the event should be reclassi- fied. If the event is reclassified, then implement the appropriate procedure.		
6.7	If a Transitory Unusual Event condition has occurred notify Ottawa County, Lucas County, the State of Ohio, and the NRC in accordance with RA-EP-02110, Emergency Notification.		
6.8	The individual assuming the responsibi- lities of Emergency Director shall complete Emergency Director Turnover Data Sheet, contained in RA-EP-02010, Emergency Management using information provided by the Control Room log and status boards.		

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		8		RA-EP-01600 Revision 00 C-1
			DATE:	· · · · · · · · · · · · · · · · · · ·
			<u>TIME</u>	INITIALS
6.9		emergency situation is mitigated and etely declassified, then perform the ing:		
	6.9.1	Make this announcement over the public address system:		
		"ATTENTION ALL PERSONNEL; ATTENTION ALL PERSONNEL: THE EMERGENCY SITUATION HAS BEEN TERMINATED. I REPEAT, THE EMERGENCY SITUATION HAS BEEN TERMINATED."	. *	
	6.9.2	Notify Ottawa County, Lucas County, and the State of Ohio using the Initial Notification Form in accordance with RA-EP-02110, Emergency Notification.		
	6.9.3	Notify the Nuclear Regulatory Commission using the Event Notification Worksheet in accordance with RA-EP-02110, Emergency Notification.		
	6.9.4	Notify the Emergency Response Organization (ERO) in accordance with RA-EP-02110, Emergency Notification.		
6.10		m recovery actions in accordance with P-02720, Recovery Organization.		·
6.11	be coll Prepar Nuclea shall b	is, other than Safeguards Records, shall ected and forwarded to the Emergency edness Supervisor who shall submit them to ar Records Management. Safeguards Records e collected and forwarded to the visor - Security Shift.		
	·	·		
1 6.0 coi	mpleted	bv:	Date:	

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7.0 FINAL CONDITIONS

- 7.1 The Unusual Event situation no longer exists and actions are being taken in accordance with RA-EP-02720, Recovery Organization.
- <u>OR</u>
- 7.2 Emergency has been upgraded in classification and actions are being taken in accordance with RA-EP-01700, Alert, RA-EP-01800, Site Area Emergency, or RA-EP-01900, General Emergency.

8.0 <u>RECORDS</u>

- 8.1 The following quality assurance records are completed by this procedure and shall be listed on the Nuclear Records List, captured, and submitted to Nuclear Records Management in accordance with NG-NA-00106:
 - 8.1.1 None
- 8.2 The following non-quality assurance records are completed by this procedure and may be captured and submitted to Nuclear Records Management, in accordance with NG-NA-00106:
 - 8.2.1 RA-EP-01600, Unusual Event (when steps have been completed)

8.2.2 Emergency Director Turnover Data Sheet

- 8.2.3 Initial Notification Form
- 8.2.4 Periodic Update Form

RA-EP-01600 Revision 00

COMMITMENTS

Section	Reference	Comments
6.3, 6.4, 6.5	TERMS O 13532, TERMS O 13969, TERMS O 15211, TERMS O 15212	Addresses 24 hour notification capability
4.1.3	TERMS O 13670	Specifies conditions under which the STA may assume Emergency Director duties
6.1	TERMS Q 00785	Sounding Station Alarms
ALL	TERMS Q 03113	Activating the ERO

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<u>END</u>

ED 7635-17	MENT FORM			SHEET 1 OF 1		EACTIVITY TRACKING NO. - 2778
			SECTION 1	- IDENTITY	¥	
PROCEDURE NO. / CURRENT REV RA-EP-01700 SUPERSEDES		ROPOSED VISION NO.	PROPOSED C or E NO.	NEW (N) CANCELLA REVISION (R) INACTIVAT CHANGE (C) REACTIVAT TEMPORARY APPROVAL (TA)	ION (IN) TON (RA)	RESTRICTED (CR/TR) ESTIMATED EXPIRATION
			E-1	EDITORIAL CORRECTION (E)		(DATE / EVENT)
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Alert PROCEDURE CLASSIFICATION						
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1. Correct titles of Shift Sup		CL:6 C				
2. Step 6.1.1 - Add reason fo				Sint Manager		
		TION 2 - C	ONCURREN	IT EFFECTIVE DOCUMENTS		
DOCUMENT NO. / REVIS	ION		DOCUM	ENT TITLE	PAT NO.	/ CHANGE REQUEST
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		SECTIC	N 3 - REVIE	W ORGANIZATIONS		······································
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PROCEDURE NO. / CURRENT REVISION		PROPOSED REVISION NO.	PROPOSED CHANGE NO.				
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RA-EP-01600	Unusual E	evnt			99	9-1549	
RA-EP-01800	Site Area	Emergency			99	9-1351	
RA-EP-01900	General E	mergency			99	9-1350	
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k la	260 SECTION 1 - IDENTITY (CONTINUED)	
· · · · · · · · · · · · · · · · · · ·	ECTION 2 - CONCURRENT EFFECTIVE DOCUMENTS (CONTI	NUED)
DOCUMENT NO. / REVISION	DOCUMENT TITLE	
		PAT NO. / CHANGE REQUEST
RA-EP-02110	Emergency Notification	99-1491
RA-EP-02110		
RA-EP-02110	Emergency Notification	
RA-EP-02110	Emergency Notification SECTION 3 - REVIEW ORGANIZATIONS (CONTINUED)	99-1491
RA-EP-02110	Emergency Notification	
RA-EP-02110	Emergency Notification SECTION 3 - REVIEW ORGANIZATIONS (CONTINUED)	99-1491

Davis-Besse Nuclear Power Station

EMERGENCY PLAN IMPLEMENTING PROCEDURE

RA-EP-01700

(Supersedes HS-EP-1700 R3)

ALERT

REVISION 00

Prepared by: Date 107/96 Sponsor: Date Manager - Regulatory Affairs 8/13/96 ٤ Approved by: Kob Date **Director - Engineering and Services** Approved by: <u>8-/2-96</u> Date Plant Manager AUG 20 1996 Effective Date: Procedure Classification: LEVEL OF USE: STEP-BY-STEP X Safety Related

Quality Related

Non-Quality Related

RA-EP-01700 Revision 00 E-1

ALERT

LIST OF EFFECTIVE PAGES

· · ·	1
Page	Change No.
1	
2	E-1
3	
4	
5	E-1
6	E-1
7	C-1
8	
9	C-1
10	
11	
12	

Page	Change No.

Page	Change No.

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ALERT

TABLE OF CONTENTS

		Page
1.0	PURPOSE	4
2.0	REFERENCES	4
3.0	DEFINITIONS	4
4.0	RESPONSIBILITIES	5
5.0	INITIATING CONDITIONS	5
6.0	PROCEDURE	6
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1.0 <u>PURPOSE</u>

This procedure outlines the course of action and protective measures required to mitigate an Alert.

2.0 <u>REFERENCES</u>

- 2.1 Developmental
 - 2.1.1 Davis-Besse Nuclear Power Station Emergency Plan
- 2.2 Implementation
 - 2.2.1 RA-EP-01500, Emergency Classification
 - 2.2.2 RA-EP-01600, Unusual Event
 - 2.2.3 RA-EP-01800, Site Area Emergency
 - 2.2.4 RA-EP-01900, General Emergency
 - 2.2.5 RA-EP-02010, Emergency Management
 - 2.2.6 RA-EP-02110, Emergency Notification
 - 2.2.7 HS-EP-02240 (RA-EP-02240), Offsite Dose Assessment
 - 2.2.8 RA-EP-02520, Assembly and Accountability
 - 2.2.9 RA-EP-02710, Reentry
 - 2.2.10 RA-EP-02720, Recovery Organization

3.0 **DEFINITIONS**

- 3.1 ALERT Events are in progress or have occurred which involve an actual or potential substantial degradation of the level of safety of DBNPS. Any releases are expected to be limited to small fractions of the EPA Protective Action Guidelines exposure levels.
- 3.2 TRANSITORY EVENT An event which is classifiable in accordance with RA-EP-01500, Emergency Classification, but becomes a lower classification or non-classifiable event before being declared.

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4.0 **RESPONSIBILITIES**

- 4.1 The Emergency Director shall be responsible for the implementation of this procedure.
 - 4.1.1 The Shift Manager shall become the Emergency Director during activation of the Davis-Besse Emergency Plan and shall be responsible for coordinating the actions of the emergency organization until relieved.
 - 4.1.2 The Unit Supervisor may assume the Emergency Director duties only if the Shift Manager is not in the Control Room, or is incapable of performing those duties.
 - 4.1.3 The Shift Engineer (Shift Technical Advisor) may assume the Emergency Director duties only if neither the Shift Manager nor the Unit Supervisor is in the Control Room and capable of performing those duties.
 - 4.1.4 Upon arrival in the Control Room, the Emergency Assistant Plant Manager or Emergency Plant Manager may relieve the Emergency Director.
 - 4.1.5 The Emergency Plant Manager may assume the Emergency Director duties from the Technical Support Center (TSC) if the TSC and Emergency Control Center (ECC) are activated.
 - 4.1.6 The Emergency Director shall remain in the Control Room until the TSC and ECC have been activated.

5.0 **INITIATING CONDITIONS**

This procedure shall be utilized whenever an Alert has been classified in accordance with RA-EP-01500, Emergency Classification.

RA-EP-01700 Revision 00 E-1

<u>NOTE 6.0</u>

The following procedure steps may be performed simultaneously.

6.0 PROCEDURE

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INITIALS

The Emergency Director shall direct performance of the following:

CAUTION 6.1

- 1. If the Alert is due to a security event, obtain security management concurrence prior to sounding the Station alarm.
- 2. If there is potential for an airborne radiological release, consider announcing that there shall be no eating, smoking, or drinking in the area.
- 6.1 Sound the appropriate Station alarm (fire, access evacuation, and/or initiate emergency procedures) and make the following announcement over the public address system, <u>TWICE</u>.

6.1.1 Upgrading:

"ATTENTION ALL PERSONNEL; ATTEN-TION ALL PERSONNEL: AN ALERT HAS BEEN DECLARED. ALL MEMBERS OF THE ONSITE EMERGENCY ORGANIZATION REPORT TO YOUR DESIGNATED EMERGENCY RESPONSE FACILITIES. ALL NONESSENTIAL PERSONNEL GO TO THE DESIGNATED EMERGENCY ASSEMBLY AREA STAND BY. THE REASON FOR THE ALERT IS:

(STATE REASON)

RA-EP-01700 Revision 00

			C-1
		DATE:	
		<u>TIME</u>	INITIALS
6.1.2	If there is a localized emergency (e.g., fire) announce its type and location and instruct personnel to stand clear of the area.		
6.1.3	Downgrading:		
	"ATTENTION ALL PERSONNEL. THE EMERGENCY CONDITION HAS BEEN DO GRADED TO AN ALERT. I REPEAT, THE EMERGENCY CONDITION HAS BEEN DOWNGRADED TO AN ALERT	1	
(ERO)	the Emergency Response Organization in accordance with RA-EP-02110, ency Notification.		
State o emerge Initial	Ottawa County, Lucas County and the f Ohio within 15 minutes of any ency classification using the Notification Form in accordance with 2-02110, Emergency Notification.		
Notific	the NRC within 1 hour using the Event ation Worksheet in accordance with -02110, Emergency Notification.	•	
	personnel accountability in accordance A-EP-02520, Assembly and Accountability.		
Termin	ate all radwaste releases.		
facilitie	the following emergency response es are activated: (Not applicable if rading.)		
6.7.1	The Operations Support Center		
6.7.2	The Technical Support Center		
6.7.3	The Emergency Control Center		
6.7.4	The Joint Public Information Center		

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		DATE:	
		TIME	INITIALS
6.8	Continue dose assessment activities in accordance with RA-EP-02240, Offsite Dose Assessment, with increased emphasis on determining the need for protective actions.		
6.9	Make periodic updates to offsite agencies as conditions change, or hourly at a minimum, using the Periodic Update Form in accordance with RA-EP-02110, Emergency Notification. These updates may be omitted by mutual agreement with the offsite agencies.		
6.10	When plant conditions change review RA-EP-01500, Emergency Classification, to determine if the event should be reclassified.		
	 6.10.1 Once an Alert has been declared the event shall <u>NOT</u> be downgraded without concurrence of the Control Room, the Technical Support Center, and the Emergency Control Center. 		
	6.10.2 If the event is reclassified, then implement the appropriate procedure.		
6.11	When the Alert is downgraded make the following notifications in accordance with RA-EP-02110, Emergency Notification:		
	6.11.1 Ottawa County, Lucas County, and the State of Ohio using the Initial Notification Form.		
	6.11.2 The NRC using the Event Notification Worksheet.		
6.12	If a Transitory Alert condition has occurred notify Ottawa County, Lucas County, the State of Ohio, and the NRC in accordance with RA-EP-02110, Emergency Notification.		

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	9		RA-EP-01700 Revision 00 C-1
		DATE:	<u> </u>
		TIME	INITIALS
of E Em con	individual assuming the responsibilities Emergency Director shall complete ergency Director Turnover Data Sheet tained in RA-EP-02010, Emergency		
by t	nagement, using information provided he Control Room log unit log, and us boards.		
and	te emergency situation is mitigated completely declassified, then perform following:		
6.14	4.1 Make this announcement over the public address system:	:.	
	"ATTENTION ALL PERSONNEL; ATTENTION ALL PERSONNEL: THE EMERGENCY SITUATION HAS BEEN TERMINATED. I REPEAT, THE EMERGENCY SITUATION HAS BEEN TERMINATED."		
6.14	4.2 Notify Ottawa County, Lucas County, and the State of Ohio using the Initial Notification Form in accordance with RA-EP-02110, Emergency Notification.		
6.14	4.3 Notify the Nuclear Regulatory Commission using the Event Notification Worksheet in accordance with RA-EP-02110, Emergency Notification.		
6.14	 4.4 Notify the Emergency Response Organization (ERO) in accordance with RA-EP-02110, Emergency Notification. 		
	form reentry actions in accordance h RA-EP-02710, Reentry.		
	form recovery actions in accordance h RA-EP-02720, Recovery Organization.		

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		DATE:	
		TIME	INITIALS
6.17	Records, other than Safeguards Records, shall be collected and forwarded to the Emergency Preparedness Supervisor who shall submit them to Nuclear Records Management. Safeguards Records shall be collected and		
	forwarded to the Supervisor - Security Shift.		
Section 6.0 cc	mpleted by:	Date:	

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7.0 FINAL CONDITIONS

7.1 The emergency condition has been downgraded and actions are being taken in accordance with RA-EP-01600, Unusual Event.

<u>OR</u>

7.2 Emergency conditions no longer exist and actions are being taken in accordance with either RA-EP-02710, Reentry, and/or RA-EP-02720, Recovery Organization.

<u>OR</u>

7.3 The emergency condition has been upgraded to a higher classification and actions are being taken in accordance with RA-EP-01800, Site Area Emergency, or RA-EP-01900, General Emergency.

8.0 <u>RECORDS</u>

- 8.1 The following quality assurance records are completed by this procedure and shall be listed on the Nuclear Records List, captured, and submitted to Nuclear Records Management in accordance with NG-NA-00106:
 - 8.1.1 None
- 8.2 The following non-quality assurance records are completed by this procedure and may be captured and submitted to Nuclear Records Management, in accordance with NG-NA-00106:
 - 8.2.1 RA-EP-01700, Alert (when steps have been completed)
 - 8.2.2 Emergency Director Turnover Data Sheet
 - 8.2.3 Initial Notification Form
 - 8.2.4 Periodic Update Form

RA-EP-01700 Revision 00

COMMITMENTS

Section	Reference	Comments
6.3, 6.4, 6.9	TERMS O 13532, TERMS O 13969 TERMS O 15211, TERMS O 15212	Addresses 24 hour notification capability
4.1.3	TERMS O 13670	Specifies conditions under which the STA may assume Emergency Director duties
6.8	TERMS O 15209	Dose Assessment
6.1	TERMS Q 00785	Sounding Station Alarms
ALL	TERMS Q 03113	Activating the ERO

<u>END</u>

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ED 7635-17	TFORM		SHEET 1 OF	1		ACTIVITY TRACKING NO
		SECTION 1	- IDENTITY			•
PROCEDURE NO. / CURRENT REVISION RA-EP-01800	PROPOSED REVISION NO.	PROPOSED C or E NO.	REVISION (R)			
SUPERSEDES		E-1	CHANGE (C)	PPROVAL (TA)	ON (RA)	(CR/TR) ESTIMATED EXPIRATIO
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PROCEDURE TITLE Site Area Emergency						
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	REGULATORY APPLICA	BILITY?	•.			
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2. Step 6.1.1 - Add reason for Site	Area Emergency to	announcemen	ι.			
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Davis-Besse Nuclear Power Station

EMERGENCY PLAN IMPLEMENTING PROCEDURE

RA-EP-01800

(Supersedes HS-EP-1800 R3)

SITE AREA EMERGENCY

REVISION 00

Prepared by: Date Sponsor: Manager - Regulatory Affairs Date Approved by: Director - Engineering and Services Date Approved by: 8-12-96 Plant Manager Date AUG 20 1996 Effective Date: Procedure Classification: LEVEL OF USE: X__ Safety Related STEP-BY-STEP Quality Related

Non-Quality Related

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SITE AREA EMERGENCY

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SITE AREA EMERGENCY

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1.0 <u>PURPOSE</u>

This procedure outlines the course of action and protective measures required to mitigate a Site Area Emergency.

2.0 <u>REFERENCES</u>

- 2.1 Developmental
 - 2.1.1 Davis-Besse Nuclear Power Station Emergency Plan
- 2.2 Implementation
 - 2.2.1 RA-EP-01500, Emergency Classification
 - 2.2.2 RA-EP-01600, Unusual Event
 - 2.2.3 RA-EP-01700, Alert
 - 2.2.4 RA-EP-01900, General Emergency
 - 2.2.5 RA-EP-02010, Emergency Management
 - 2.2.6 RA-EP-02110, Emergency Notification
 - 2.2.7 HS-EP-02240 (RA-EP-02240), Offsite Dose Assessment
 - 2.2.8 HS-EP-02245 (RA-EP-02245), Protective Action Guidelines
 - 2.2.9 RA-EP-02520, Assembly and Accountability
 - 2.2.10 RA-EP-02710, Reentry
 - 2.2.11 RA-EP-02720, Recovery Organization

3.0 **DEFINITIONS**

- 3.1 SITE AREA EMERGENCY Events are in progress or have occurred which involve actual or likely major failures of DBNPS functions needed for the protection of the public. Any releases are not expected to exceed EPA Protective Action Guidelines exposure levels except near the site boundary.
- 3.2 TRANSITORY EVENT An event which is classifiable in accordance with RA-EP-01500, Emergency Classification, but becomes a lower classification or non-classifiable event before being declared.

4.0 RESPONSIBILITIES

- 4.1 The Emergency Director shall be responsible for the implementation of this procedure.
 - 4.1.1 The Shift Manager shall become the Emergency Director during activation of the Davis-Besse Emergency Plan and shall be responsible for coordinating the actions of the emergency organization until relieved.
 - 4.1.2 The Unit Supervisor may assume the Emergency Director duties only if the Shift Manager is not in the Control Room, or is incapable of performing those duties.
 - 4.1.3 The Shift Engineer (Shift Technical Advisor) may assume the Emergency Director duties only if neither the Shift Manager nor the Unit Supervisor is in the Control Room and capable of performing those duties.
 - 4.1.4 Upon arrival in the Control Room, the Emergency Assistant Plant Manager or Emergency Plant Manager may relieve the Emergency Director.
 - 4.1.5 The Emergency Plant Manager may assume the Emergency Director duties from the Technical Support Center (TSC) if the TSC and Emergency Control Center (ECC) are activated.
 - 4.1.6 The Emergency Director shall remain in the Control Room until the TSC and ECC have been activated.

5.0 **INITIATING CONDITIONS**

This procedure shall be utilized whenever a Site Area Emergency has been classified in accordance with RA-EP-01500, Emergency Classification.

<u>NOTE 6.0</u>

The following procedure steps may be performed simultaneously.

6.0 <u>PROCEDURE</u>

DATE: _____

TIME

INITIALS

The Emergency Director shall direct performance of the following:

CAUTION 6.1

- 1. If the Site Area Emergency is due to a security event obtain security management concurrence prior to sounding the Station alarm.
- 2. If there is potential for an airborne radiological release, consider announcing that there shall be no eating, smoking, or drinking in the area.

WARNING 6.1

If use of the Training Center Assembly Area is prohibited because of radiological or other hazardous conditions, choose an alternate location and change the announcement accordingly.

6.1 Sound the appropriate Station alarm (fire, access evacuation, and/or initiate emergency procedures) and make the following announcement over the public address system, <u>TWICE</u>.

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DATE: _

TIME INITIALS

6.1.1 Upgrading:

"ATTENTION ALL PERSONNEL; ATTEN-TION ALL PERSONNEL: A SITE AREA EMERGENCY HAS BEEN DECLARED. ALL MEMBERS OF THE ONSITE EMERGENCY ORGANIZATION REPORT TO YOUR DESIGNATED EMERGENCY RESPONSE FACILITIES. ALL NONESSENTIAL PERSONNEL WITHIN THE PROTECTED AREA EVACUATE TO THE TRAINING CENTER ASSEMBLY AREA IMMEDIATELY. THE REASON FOR THE SITE AREA EMERGENCY IS:

(STATE REASON)

6.1.2 If there is a localized emergency (e.g., fire) announce its type and location and instruct personnel to stand clear of the area.

6.1.3 Downgrading:

"ATTENTION ALL PERSONNEL. THE EMERGENCY CONDITION HAS BEEN DOWN-GRADED TO A SITE AREA EMERGENCY. I REPEAT, THE EMERGENCY CONDITION HAS BEEN DOWNGRADED TO A SITE AREA EMERGENCY."

- 6.2 Notify the Emergency Response Organization (ERO) in accordance with RA-EP-02110, Emergency Notification.
- 6.3 Notify Ottawa County, Lucas County and the State of Ohio within 15 minutes of any emergency classification using the Initial Notification Form in accordance with RA-EP-02110, Emergency Notification.
- 6.4 Notify the NRC within 1 hour using the Event Notification Worksheet in accordance with RA-EP-02110, Emergency Notification.

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		DATE:	
		TIME	INITIALS
6.5	Initiate personnel accountability (unless previously accomplished) in accordance with RA-EP-02520, Assembly and Accountability.		
	Accountability completed.	<u> </u>	
6.6	Terminate all radwaste releases.		
6.7	Ensure the following emergency response facilities are activated:		
	6.7.1 The Operations Support Center		
	6.7.2 The Technical Support Center		
	6.7.3 The Emergency Control Center		
	6.7.4 The Joint Public Information Center		
	6.7.5 The Corporate Emergency Response Organization		
6.8	Continue dose assessment activities in accordance with RA-EP-02240, Offsite Dose Assessment, with an increased emphasis on dose projection for use in determining the need for implementation of protective actions.		
6.9	Make protective action recommendations in accordance with RA-EP-02245, Protective Action Guidelines.		
6.10	Make periodic updates to offsite agencies as conditions change, or hourly at a minimum, using Periodic Update Form in accordance with RA-EP-02110, Emergency Notifications. These updates may be omitted by mutual agreement with the offsite agencies.		

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			DATE:	
			TIME	INITIALS
6.11	RA-EI	plant conditions change review P-01500, Emergency Classification, to hine if the event should be reclassified.		
	6.11.1	Once a Site Area Emergency has been declared the event shall <u>NOT</u> be downgraded without concurrence of the Control Room, the Technical Support Center, and the Emergency Control Center.		
	6.11.2	If the event is reclassified, then implement the appropriate procedure.		
6.12	make t	the Site Area Emergency is downgraded the following notifications in accordance A-EP-02110, Emergency Notification:		
	6.12.1	Ottawa County, Lucas County, and the State of Ohio using the Initial Notification Form	·	
	6.12.2	The NRC using the Event Notification Worksheet		
6.13	has occ County	ansitory Site Area Emergency condition curred notify Ottawa County, Lucas y, the State of Ohio, and the NRC in ance with RA-EP-02110, Emergency eation.		
6.14	bilities comple Data S Emerge inform	dividual assuming the responsi- of Emergency Director shall ete Emergency Director Turnover heet contained in RA-EP-02010, ency Management, using ation provided by the Control Room it log, and status boards.		

			10	DATE:	RA-EP-01800 Revision 00 C-1	
				TIME	<u>INITIALS</u>	
	6.15		mergency situation is mitigated mpletely declassified, then perform lowing:			
		6.15.1	Make this announcement over the public address system:			
			"ATTENTION ALL PERSONNEL; ATTEN- TION ALL PERSONNEL: THE EMER- GENCY SITUATION HAS BEEN TER- MINATED. I REPEAT, THE EMER- GENCY SITUATION HAS BEEN TERMINATED."			
		6.15.2	Notify Ottawa County, Lucas County, and the State of Ohio using the Initial Notification Form in accordance with RA-EP-02110, Emergency Notification.			
		6.15.3	Notify the Nuclear Regulatory Commission using the Event Notification Worksheet in accordance with RA-EP-02110, Emergency Notification.			
		6.15.4	Notify the Emergency Response Organization (ERO) in accordance with RA-EP-02110, Emergency Notification.			
	6.16		m reentry actions in accordance A-EP-02710, Reentry.			
	6.17		m recovery actions in accordance A-EP-02720, Recovery Organization.			
	6.18	shall b Emerg shall s ageme collect	ds, other than Safeguards Records, e collected and forwarded to the ency Preparedness Supervisor who ubmit them to Nuclear Records Man- nt. Safeguards Records shall be red and forwarded to the Supervisor - ty Shift.			
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7.0 FINAL CONDITIONS

- 7.1 The emergency condition has been downgraded and actions are being taken in accordance with RA-EP-01700, Alert or RA-EP-01600, Unusual Event.
- <u>OR</u>
- 7.2 Emergency conditions no longer exist and actions are being taken in accordance with RA-EP-02710, Reentry, and/or RA-EP-02720, Recovery Organization.
- <u>OR</u>
- 7.3 The emergency condition has been upgraded to a General Emergency and actions are being taken in accordance with RA-EP-01900, General Emergency.

8.0 <u>RECORDS</u>

- 8.1 The following quality assurance records are completed by this procedure and shall be listed on the Nuclear Records List, captured, and submitted to Nuclear Records Management in accordance with NG-NA-00106:
 - 8.1.1 None
- 8.2 The following non-quality assurance records are completed by this procedure and may be captured and submitted to Nuclear Records Management, in accordance with NG-NA-00106:
 - 8.2.1 RA-EP-01800, Site Area Emergency (when steps have been completed)
 - 8.2.2 Emergency Director Turnover Data Sheet
 - 8.2.3 Initial Notification Form
 - 8.2.4 Periodic Update Form

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COMMITMENTS

Section	Reference	Comments
6.3, 6.4, 6.10	TERMS O 13532, TERMS O 13969, TERMS O 15211, TERMS O 15212	Addresses 24 hour notification capability
4.1.3	TERMS O 13670	Specifies conditions under which the STA may assume Emergency Director duties
6.8	TERMS O 15209	Dose Assessment
6.1	TERMS Q 00785	Sounding Station Alarms
ALL	TERMS Q 03113	Activating the ERO

<u>END</u>

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Davis-Besse Nuclear Power Station

EMERGENCY PLAN IMPLEMENTING PROCEDURE

RA-EP-01900

(Supersedes HS-EP-1900 R3)

GENERAL EMERGENCY

REVISION 00

Prepared by: 08/07/96 Sponsor: Date Manager - Regulatory Affairs 8/13/90 Approved by: Director - Engineering and Services Date 8-12-96 Approved by: Date Plant Manager AUG 2 0 1996 Effective Date: ____ Procedure Classification: LEVEL OF USE: X____ Safety Related **STEP-BY-STEP** Quality Related Non-Quality Related

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GENERAL EMERGENCY

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GENERAL EMERGENCY

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1.0 <u>PURPOSE</u>

This procedure outlines the course of action and protective measures required to mitigate a General Emergency.

- 2.0 <u>REFERENCES</u>
 - 2.1 Developmental
 - 2.1.1 Davis-Besse Nuclear Power Station Emergency Plan
 - 2.2 Implementation
 - 2.2.1 RA-EP-01500, Emergency Classification
 - 2.2.2 RA-EP-01600, Unusual Event
 - 2.2.3 RA-EP-01700, Alert
 - 2.2.4 RA-EP-01800, Site Area Emergency
 - 2.2.5 RA-EP-02010, Emergency Management
 - 2.2.6 RA-EP-02110, Emergency Notification
 - 2.2.7 HS-EP-02240 (RA-EP-02240), Offsite Dose Assessment
 - 2.2.8 HS-EP-02245 (RA-EP-02245), Protective Action Guidelines
 - 2.2.9 RA-EP-02520, Assembly and Accountability
 - 2.2.10 HS-EP-02530 (RA-EP-02530), Evacuation
 - 2.2.11 RA-EP-02710, Reentry
 - 2.2.12 RA-EP-02720, Recovery Organization

3.0 DEFINITIONS

- 3.1 GENERAL EMERGENCY Events are in progress or have occurred which involve actual or imminent substantial core degradation or melting with the potential for loss of containment integrity. Releases can be reasonably expected to exceed EPA Protective Action Guideline exposure levels offsite for more than the immediate site area.
- 3.2 TRANSITORY EVENT An event which is classifiable in accordance with RA-EP-01500, Emergency Classification, but becomes a lower classification or non-classifiable event before being declared.

4.0 **RESPONSIBILITIES**

- 4.1 The Emergency Director shall be responsible for the implementing of this procedure.
 - 4.1.1 The Shift Manager shall become the Emergency Director during activation of the Davis-Besse Emergency Plan and shall be responsible for coordinating the actions of the emergency organization until relieved.
 - 4.1.2 The Unit Supervisor may assume the Emergency Director duties only if the Shift Manager is not in the Control Room, or is incapable of performing those duties.
 - 4.1.3 The Shift Engineer (Shift Technical Advisor) may assume the Emergency Director duties only if neither the Shift Manager nor the Unit Supervisor is in the Control Room and capable of performing those duties.
 - 4.1.4 Upon arrival in the Control Room, the Emergency Assistant Plant Manager or Emergency Plant Manager may relieve the Emergency Director.
 - 4.1.5 The Emergency Plant Manager may assume the Emergency Director duties from the Technical Support Center (TSC) if the TSC and Emergency Control Center (ECC) are activated.
 - 4.1.6 The Emergency Director shall remain in the Control Room until the TSC and ECC have been activated.

5.0 **INITIATING CONDITIONS**

This procedure shall be utilized whenever a General Emergency has been classified in accordance with RA-EP-01500, Emergency Classification.

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NOTE 6.0

The following procedure steps may be performed simultaneously.

6.0 <u>PROCEDURE</u>

DATE:	

<u>TIME</u>

INITIALS

The Emergency Director shall direct performance of the following:

CAUTION 6.1

1. If the General Emergency is due to a security event obtain security management concurrence prior to sounding the Station alarm.

6.1 Sound the appropriate Station alarm (fire, access evacuation, and/or initiate emergency procedures) and make the following announcement over the public address system, <u>TWICE</u>.

6.1.1 Upgrading:

"ATTENTION ALL PERSONNEL; ATTEN-TION ALL PERSONNEL: A GENERAL EMERGENCY HAS BEEN DECLARED. NO EATING, DRINKING, OR SMOKING UNTIL FURTHER NOTICE. ALL MEM-BERS OF THE ONSITE EMERGENCY ORGANIZATION REPORT TO YOUR DESIGNATED EMERGENCY RESPONSE FACILITIES. ALL NONESSENTIAL PERSONNEL IMMEDIATELY EVACUATE TO THE LINDSEY SERVICE CENTER. THE REASON FOR THE GENERAL EMERGENCY IS

(STATE REASON) (SEE RA-EP-02520, ASSEMBLY AND ACCOUNTABILITY FOR FURTHER DETAIL.)

		7	DATE:	RA-EP-01900 Revision 00 C-1
			TIME	INITIALS
		6.1.2 If there is a localized emergency (e.g., fire), then announce its type and location and instruct personnel to stand clear of the area.		
	6.2	Notify the Emergency Response Organization (ERO) in accordance with RA-EP-02110, Emergency Notification.		
	6.3	Make protective action recommendations in accordance with RA-EP-02245, Protective Action Guidelines.		
	6.4	Notify Ottawa County, Lucas County and the State of Ohio within 15 minutes of any emergency classification using the Initial Notification Form in accordance with RA-EP-02110, Emergency Notification.		
	6.5	Notify the NRC within 1 hour using the Event Notification Worksheet in accordance with RA-EP-02110, Emergency Notification.		
\smile	6.6	Initiate a general evacuation of the site in accordance with RA-EP-02530, Evacuation. Nonessential personnel evacuated from the		
		station.		
	6.7	Initiate personnel accountability (unless previously accomplished) in accordance with RA-EP-02520, Assembly and Accountability.		
		Accountability completed.		
	6.8	Terminate all radwaste releases.		
	6.9	Increase surveillance of Control Room instrumentation. Indications of core status (e.g., incore thermocouple readings, etc.) shall receive particular attention.	- - -	
	6.10	Ensure the following emergency response facilities are activated:		
		6.10.1 The Operations Support Center		
		6.10.2 The Technical Support Center		

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		DATE:		
		TIME	INITIALS	
	6.10.3 The Emergency Control Center			
	6.10.4 The Joint Public Information Center			
	6.10.5 The Corporate Emergency Response Organization			[
6.11	Continue dose assessment activities in accordance with RA-EP-02240, Offsite Dose Assessment, with increased emphasis on determining the need for protective actions.	. N. 1999		1
6.12	Make periodic updates to offsite agencies as conditions change, or hourly at a minimum, using the Periodic Update Form in accordance with RA-EP-02110, Emergency Notification. These updates may be omitted by mutual agreement with the offsite agencies.			1
6.13	When plant conditions change review RA-EP-01500, Emergency Classification, to determine if the event should be reclassified.			·
	 6.13.1 Once a General Emergency has been declared the event shall <u>NOT</u> be downgraded without reviewing Downgrading Guidelines in RA-EP-01500, Emergency Classification.)
	6.13.2 If the event is reclassified then implement the appropriate procedure.			
6.14	When the General Emergency is downgraded make the following notifications in accordance with RA-EP-02110, Emergency Notification:			
	6.14.1 Ottawa County, Lucas County, and the State of Ohio using the Initial Notification Form			

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<u></u>		DATE:		
		TIME	<u>INITIALS</u>	
	6.14.2 The NRC using the Event Notification Worksheet			
6.15	If a Transitory General Emergency condition has occurred notify Ottawa County, Lucas County, State of Ohio, and the NRC in accordance with RA-EP-02110, Emergency Notification.			
6.16	The individual assuming the responsi- bilities of Emergency Director shall complete Emergency Director Turnover Data Sheet contained in RA-EP-02010, Emergency Management, using information provided by the Control Room log, unit log, and status boards.			
6.17	If the emergency situation is mitigated and completely declassified, then perform the following:			
	6.17.1 Make this announcement over the public address system:			
	"ATTENTION ALL PERSONNEL; ATTEN- TION ALL PERSONNEL: THE EMER- GENCY SITUATION HAS BEEN TER- MINATED. I REPEAT, THE EMER- GENCY SITUATION HAS BEEN TERMINATED."			
	6.17.2 Notify Ottawa County, Lucas County, and the State of Ohio using the Initial Notification Form in accordance with RA-EP-02110, Emergency Notification.	·		· .
	6.17.3 Notify the Nuclear Regulatory Commission using the Event Notification Worksheet in accordance with RA-EP-02110, Emergency Notification.			
	6.17.4 Notify the Emergency Response Organization (ERO) in accordance with RA-EP-02110, Emergency Notification.			

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			DATE:	
			TIME	INITIALS
6.18	Perform any necessary reentry a accordance with RA-EP-02710,			
6.19	Perform recovery actions in acco with RA-EP-02720, Recovery C			
6.20	Records, other than Safeguards shall be collected and forwarded Emergency Preparedness Super- submit them to Nuclear Records Safeguards Records shall be col forwarded to the Supervisor - Se	to the visor who shall Management. lected and		
Section 6.0 cor	Section 6.0 completed by: Date:			

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7.0 FINAL CONDITIONS

- 7.1 The emergency condition has been downgraded and actions are being taken in accordance with RA-EP-01800, Site Area Emergency, RA-EP-01700, Alert or RA-EP-01600, Unusual Event.
- <u>OR</u>
- 7.2 Emergency conditions no longer exist and actions are being taken in accordance with RA-EP-02710, Reentry, and/or RA-EP-02720, Recovery Organization.

8.0 <u>RECORDS</u>

- 8.1 The following quality assurance records are completed by this procedure and shall be listed on the Nuclear Records List, captured, and submitted to Nuclear Records Management in accordance with NG-NA-00106:
 - 8.1.1 None
- 8.2 The following non-quality assurance records are completed by this procedure and may be captured and submitted to Nuclear Records Management, in accordance with NG-IM-00106:
 - 8.2.1 RA-EP-01900, General Emergency (when steps have been completed)
 - 8.2.2 Emergency Director Turnover Data Sheet
 - 8.2.3 Initial Notification Form
 - 8.2.4 Periodic Update Form

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COMMITMENTS

Section	Reference	Comments
6.3, 6.4, 6.12	TERMS O 13532, TERMS O 13969, TERMS O 15211, TERMS O 15212	Addresses 24 hour notification capability
6.5	TERMS O 13600	Addresses assembly, accountability, and evacuation or sheltering
4.1.3	TERMS O 13670	Specifies conditions under which STA may assume Emergency Director duties
6.11	TERMS O 13584, TERMS O 15210	Concerns protective action recommendations
6.10	TERMS 015209	Dose Assessment
6.1	TERMS Q 00785	Sounding Station Alarms
ALL	TERMS Q 03113	Activating the ERO

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REPORT: P187R40

DOCUMENTATION MANAGEMENT DOCUMENT ON-LINE CONTROL SYSTEM TRANSMITTAL / RECEIPT ACKNOWLEDGMENT

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REPORT: P187R40

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PROC RA-EP-02520			SHT/SEC:		
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Davis-Besse Nuclear Power Station

EMERGENCY PLAN IMPLEMENTING PROCEDURE

RA-EP-02520

Assembly and Accountability

REVISION 02

Prepared by:

<u>elling for Z.W. Cape</u> 04/04/01 Date anthe

Sponsor:

<u>4-4-01</u> Date Manager - Regulatory Affairs

Approved by: A. Bochum azl. W. un 4-5-01 Director - Support Services Date

Approved by: <u>Aut S Cond for Housed Corganethel</u> <u>4/5/01</u> Date

Effective Date: <u>4/11/01</u>

Procedure Classification:

X____ Safety Related

_____ Quality Related

_____ Non-Quality Related

LEVEL OF USE: IN-FIELD REFERENCE

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1.0 PURPOSE

This procedure enables the prompt and orderly assembly and accountability of personnel located at the Davis-Besse Nuclear Power Station, or at an offsite location.

2.0 <u>REFERENCES</u>

2.1 Developmental

Davis-Besse Nuclear Power Station Emergency Plan

2.2 Implementation

2.2.1 IS-DP-000026, Guidelines for Alarm Station Operations

2.2.2 RA-EP-01700, Alert

- 2.2.3 RA-EP-02420, Search & Rescue
- 2.2.4 RA-EP-01800, Site Area Emergency

2.2.5 RA-EP-02530, Evacuation

3.0 <u>DEFINITIONS</u>

- 3.1 ACCOUNTABILITY The process by which essential personnel acknowledge their location by electronic card readers or manually signing a roster, within the Protected Area.
- 3.2 ACTION ALERT A security system which provides an account of personnel during an emergency or abnormal situation.
- 3.3 ASSEMBLY The process during which personnel report to predetermined locations for the purposes of communication and crowd control. Assembly can occur within the Protected Area, the Owner Controlled Area, or at an offsite location.
- 3.4 ASSEMBLY AREAS Assembly points for personnel. Locations for personnel to receive further information and direction from the Assembly Area Coordinators.
- 3.5 ASSEMBLY AREA COORDINATORS Personnel predesignated in the Emergency Plan Telephone Directory or assigned by the Emergency Plant Manager to assist in the control and management of personnel at the assembly areas.
- 3.6 SECURITY DATA MANAGEMENT SYSTEM Computer based system used by security.
- 3.7 DESIGNATED OFFSITE ASSEMBLY AREA Site designated by the Emergency Director based on availability and/or meteorological conditions.
- 3.8 ESSENTIAL PERSONNEL Those assigned specific Emergency Response Duties as identified in the Emergency Plan.

- 3.9 NONESSENTIAL PERSONNEL Personnel who are not pre-assigned specific Emergency Response Duties.
- 3.10 OFFSITE ASSEMBLY AREA COORDINATOR A person who is designated to take charge at the Offsite Assembly Area. This person is the Training Center 2nd Floor Assembly Area Coordinator. If this procedure has not been implemented, the Offsite Assembly Area Coordinator is appointed by the Emergency Offsite Manager, or the Emergency Director, if the ECC has not been activated.

4.0 **RESPONSIBILITIES**

- 4.1 The Emergency Director shall be responsible for assembly and accountability of personnel.
- 4.2 The Emergency Plant Manager, shall be responsible for accountability of personnel within the Protected Area, and reporting the results of accountability to the Emergency Director.
- 4.3 The Supervisor Security Shift shall be responsible for directing the activities for accountability in the Protected Area.
- 4.4 The Emergency Security Manager shall be responsible for directing activities for an announcement of assembly in the Owner Controlled Area.
- 4.5 The Operations Support Center (OSC) Manager shall be responsible for maintaining accountability of OSC personnel. The OSC Manager shall report the results of accountability to the Emergency Plant Manager.
- 4.6 The Emergency Facilities Services Manager shall be responsible for communications with the Assembly Area Coordinators.
- 4.7 Assembly Area Coordinators shall be responsible for their designated assembly area, and communicating with the Emergency Facility Services Manager.
- 4.8 The Shift Supervisor shall be responsible for continuing accountability in the Control Room.
- 4.9 The Emergency Offsite Manager shall be responsible for advising the Emergency Director of radiological conditions for the Offsite Assembly Area.
- 4.10 The Emergency Radiation Protection (RP) Manager shall be responsible for sending RP personnel to accompany security sweeps, as needed.
- 4.11 The Offsite Assembly Area Coordinator shall be responsible for offsite assembly.
- 4.12 All personnel at DBNPS shall be responsible for knowing the assembly areas, and when and how to assemble. Instructions will be provided in Plant Access Training, and posted in all buildings in the station. Assembly areas are marked with placards to aid in identification. In the event of an ALERT, all personnel who do not normally work in the Protected Area are to proceed immediately to their normal work station.

5.0 INITIATING CONDITIONS

- 5.1 Assembly in the Protected Area is initiated by:
 - 5.1.1 Notification of Station Personnel that an ALERT (RA-EP-01700) has been declared.
 - 5.1.2 The Emergency Director.
- 5.2 Assembly in the Owner Controlled Area shall be initiated by:
 - 5.2.1 Notification of Station Personnel that a SITE AREA EMERGENCY (RA-EP-01800) has been declared.
 - 5.2.2 The Emergency Director.
- 5.3 Accountability in the Protected Area shall be initiated by:
 - 5.3.1 Notification of Station Personnel to evacuate the Protected Area.
 - 5.3.2 The Emergency Director.
- 5.4 Offsite Assembly shall be initiated by:
 - 5.4.1 Notification of site personnel to evacuate the site.
 - 5.4.2 The Emergency Director.

PROCEDURE 6.0

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Protected Area Assembly 6.1

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		<u>NOTE 6.1.1</u>				
r 1 6 8 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9	The announcement to assemble is made over Station Gai-tronics in accordance with RA-EP-01700, Alert.					
5 7 6 7 6 5 6	Nonessential personnel will be directed to leave the Protected Area and assemble at the Training Center.					
	Essential personnel will be directed to report to their Emergency Response Facility.					
6.1.1	The I	mergency Director or if directed, Emergency Plant Manager shall:				
	a.	Contact the Nuclear Training Center to dismiss all training classes.				
		1. Have essential personnel in training report to their emergency facilities.				
		2. All nonessential personnel in training shall assemble in the Training Center.				
	b.	Dismiss all nonessential contractor personnel and visitors from the site.				
	c.	Perform one of the following based on the emergency situation:				
		1. Return nonessential personnel to work. Inform Control Room of this action.				
		2. Instruct nonessential personnel to remain at the assembly areas and await further instructions.				
		3. Initiate Protected Area evacuation in accordance with RA-EP-02530, Evacuation.				
6.1.2	Supe	visor - Security Shift shall:				
	a.	Direct the Central Alarm Station (CAS) operator to Begin Emergency according to IS-DP-00026, Guidelines for Alarm Station Operations.				
	b.	Direct the Nuclear Security Force to restrict access to the Protected Area at the Personnel Processing Facility (PPF), such that only essential personnel may enter.				

Maintain an account of all security personnel. c.

E-1

- 6.1.3 OSC Manager shall:
 - a. Maintain an account of all OSC personnel.
 - b. Identify to the Supervisor Security Shift any nonessential personnel to be granted access to the OSC.
- 6.1.4 The Control Room shall:
 - a. Maintain an account of all operations personnel not assigned to the OSC.
- 6.1.5 Emergency Facilities Services Manager shall:
 - a. Establish and maintain communications with Assembly Area Coordinators in the Nuclear Training Center.
 - b. Attempt to contact an Assembly Area Coordinator in each assembly area within the Owner Controlled Area (OCA), and notify them to remain on standby.
 - c. Report the number of assembled personnel to the Emergency Director.
 - d. Keep Assembly Area Coordinators informed of any changes in the emergency situation.
- 6.1.6 Assembly Area Coordinators in the Nuclear Training Center shall:
 - a. <u>IF</u> additional support is needed, <u>THEN</u> request assistance from personnel in the area.
 - b. Ensure that assembled personnel sign the Assembly Roster (DBEP-035-00).
 - c. Determine if there is a need to assign individuals to cover exit areas within the designated assembly area.
 - d. Establish communications with the Emergency Facilities Services Manager to report the number of personnel assembled.
 - e. Periodically, make announcements to keep assembled personnel informed as to the status of the emergency condition.
 - f. <u>IF</u> there is a circumstance that warrants additional support (i.e. first aid, fire, etc.), <u>THEN</u> request assistance by calling the Emergency Telephone number (7911), | _{E-1} <u>AND</u> report the incident to the Emergency Facilities Services Manager.

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<u>NOTE 6.1.6.g</u>

Evacuation route maps are located in the assembly area coordinator kits.

- g. <u>IF</u> directed to evacuate the site, <u>THEN</u> ensure assembled personnel are briefed on where they should go and the evacuation route they should take,
 - AND collect attendance sheets,

AND ensure orderly evacuation of personnel from the assembly area.

6.2 Owner Controlled Area (OCA) Assembly

- 6.2.1 The Emergency Director shall:
 - a. Perform one of the following based on the emergency situation:
 - 1. Return nonessential personnel to work. Inform Control Room of this action.
 - 2. Instruct nonessential personnel to remain at the assembly area and await further instructions.
 - 3. Initiate a Site Evacuation in accordance with RA-EP-02530, Evacuation.
- 6.2.2 The Emergency Security Manager shall:
 - a. <u>IF</u> radiological conditions warrant, <u>THEN</u> request the Emergency RP Manager to provide RP coverage during security sweeps.
 - b. Dispatch a security person with a vehicle and portable PA System to conduct the following:
 - 1. Sweep outlying areas of the OCA to ensure personnel are aware of the assembly in progress.
 - 2. Report to all OCA assembly areas to ensure personnel are aware of the assembly in progress.

E-1

6.2.3 The Emergency Facilities Services Manager shall:

- a. Establish and maintain communications with the Assembly Area Coordinators in the OCA, if not already completed.
- b. Report the number of assembled personnel to the Emergency Director.
- c. Keep Assembly Area Coordinators informed of any changes in the emergency situation.
- 6.2.4 Assembly Area Coordinators in the OCA shall:
 - a. Upon notification, attempt to contact other Assembly Area Coordinators in the assembly area.

IF additional support is needed, THEN recruit assistance from personnel in the area.

- b. Make the announcement of assembly. Personnel should remain at their desks or assemble in groups, as necessary.
- c. Ensure personnel sign Assembly Roster (DBEP-035-00).
- d. Determine if there is a need to assign individuals to cover exit areas within the designated assembly areas.
- e. Report number of personnel assembled to the Emergency Facilities Services Manager.
- f. Periodically, make announcements to keep assembled personnel informed as to the status of the emergency condition.
- g. Determine if there is a need to assign individuals to search the building (i.e., restrooms, eating areas, etc.) looking for personnel who may not be assembled.
- h. IF there is a circumstance that warrants additional support (ie. first aid, fire, etc.),

THEN request assistance by using the Emergency Telephone Number (7911), E-1 AND report the incident to the Emergency Facilities Services Manager.

<u>NOTE 6.2.3.i</u>

Evacuation route maps are located in the Assembly Area Coordinator kits.

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 <u>IF</u> directed to evacuate the site, <u>THEN</u> ensure assembled personnel are briefed on where they should go and the route they should take, <u>AND</u> collect attendance sheets, AND ensure orderly evacuation of personnel from the assembly area.

6.3 Accountability In the Protected Area

- 6.3.1 The Supervisor Security Shift shall:
 - a. Direct the CAS operator to Begin Emergency in accordance with IS-DP-00026, Guidelines for Alarm Station Operations, if not previously activated.
 - b. Direct the Nuclear Security Force to restrict access to essential personnel entering the Protected Area at the PPF, if not previously initiated.
 - c. Assist in the timely expedition of evacuees from the Protected Area.
 - d. <u>IF</u> a problem exists with the Accountability Card Reader, or the Security Data Management System, <u>THEN</u> consider available methods to perform accountability.
 - e. Prior to delivering the accountability list to the OSC, ensure the following are crossed off:
 - 1. Personnel logged into the Control Room
 - 2. Nuclear Security Force personnel
 - f. Within 30 minutes of the notification to evacuate, ensure the accountability list is delivered to the OSC Manager.
 - g. <u>IF</u> accountability is performed prior to the activation of the OSC, <u>THEN</u> forward the accountability list to the Shift Supervisor in the Control Room.

- h. Direct an individual to deliver the accountability list to the OSC or Control Room, and if possible, remain until accountability is satisfied.
- i. <u>IF</u> requested by the OSC Manager, <u>THEN</u> assist in locating unaccounted for individuals in accordance with RA-EP-02420, Search and Rescue.
- 6.3.2 The OSC Manager shall:
 - a. Notify the Emergency Plant Manager of the results of accountability.
 - b. Begin Search and Rescue in accordance with RA-EP-02420, Search and Rescue, if necessary.
 - c. Continue accountability of emergency teams sent out from the OSC.
- 6.3.3 The Emergency Plant Manager shall:
 - a. Report accountability results to the Emergency Director.
- 6.4 Offsite Assembly
 - 6.4.1 The Emergency Director shall:
 - a. Consult with the Emergency Offsite Manager to determine an appropriate Offsite Assembly Area:
 - 1. Consider wind direction and release status.
 - 2. Consult with the Ottawa County Emergency Management Agency on road conditions.
 - b. Determine when personnel can be released from the Offsite Assembly Area.
 - 6.4.2 The Emergency Offsite Manager shall:
 - a. Notify the Emergency Facilities Services Manager of the evacuation route and location of the Offsite Assembly Area.
 - b. Ensure State and County Emergency Control Center (ECC) liaisons are informed of the Offsite Assembly Area and the evacuation route.
 - c. Request the Emergency Radiation Protection (RP) Manager provide monitoring and decontamination of personnel and equipment at the Offsite Assembly Area if evacuees may have been contaminated enroute.
 - d. Notify the Emergency Facilities Services Manager if RP support has been requested at the Offsite Assembly Area.

- 6.4.3 The Emergency Facilities Services Manager shall:
 - a. Contact the Assembly Area Coordinators and inform them of the Offsite Assembly Area and evacuation route.
 - b. Update Offsite Assembly Area Coordinators on the status of the emergency (i.e., RP support, releasing personnel, if individuals must return to the site, etc.).
- 6.4.4 The Offsite Assembly Area Coordinator shall:
 - a. Upon arrival at the Offsite Assembly Area, provide the Emergency Facilities Services Manager with the number of assembled personnel along with those who have not arrived.
 - b. Keep the Emergency Facilities Services Manager informed on the status of assembled personnel.
 - c. Ensure that assembled personnel are periodically briefed on the status of the emergency (i.e., RP support, when assembled may be released, if individuals must return to the site, etc.).

7.0 FINAL CONDITIONS

No emergency exists and the security organization has returned to normal operations.

8.0 <u>RECORDS</u>

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8.1 The following quality assurance records are completed by this procedure and shall be listed on the Nuclear Records List, captured, and submitted to Nuclear Records management in accordance with NG-NA-00106:

8.1.1 None

8.2 The following non-quality assurance records are completed by this procedure and may be captured and submitted to Nuclear Records Management, in accordance with NG-NA-00106:

8.2.1 None

ATTACHMENT 1: DAVIS-BESSE ASSEMBLY AREAS

ASSEMBLY AREAS FOR NONESSENTIAL PERSONNEL STATIONED OUTSIDE THE PROTECTED AREA

During normal working hours, 0600 - 1800 assembly areas outside the Protected Area are as follows:

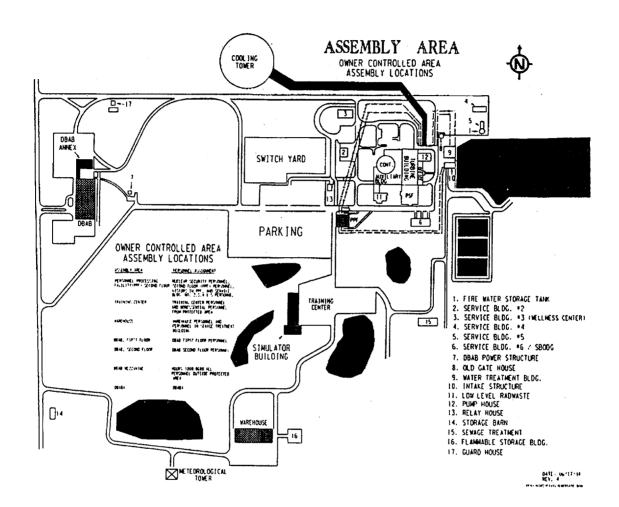
Work Location	Assembly Area
Warehouse	Warehouse
Service Building No. 2,3,4 & 5	Personnel Processing Facility
Training Center 1st Floor	Training Center 1st Floor, at desks
Training Center 2nd Floor	Training Center 2nd Floor, at desks
DBAB	DBAB 1st Floor, at desks
DBAB Annex	DBAB Annex, at desks
DBAB 2nd Floor	DBAB, at desks
Personnel Processing Facility (PPF)	2nd Floor Personnel Processing Facility and 2nd Floor Conference Room

DURING THE HOURS OF 1800 - 0600, THE ASSEMBLY AREA FOR ALL PERSONNEL OUTSIDE OF THE PROTECTED AREA IS THE DBAB MEZZANINE.

ATTACHMENT 1 Page 1 of 2

ATTACHMENT 1: DAVIS-BESSE ASSEMBLY AREAS (Cont.d)

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ATTACHMENT 1 Page 2 of 2

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COMMITMENTS

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Section	Reference	Comments
6.4	TERMS O 13600	Evacuation of Nonessential personnel
6.3	TERMS O 00375	Addresses of Accountability and Evacuation