LEVEL 2 - APPLICABLE TCN DISTRIBUTION: Dec. 12, 2001

	Mail Drop
Equipment Operator Training (CC #161) (Volumes 1 thru 6, 13)	1027
Licensed Training (8 SETS) (CC #127-130 & #132, 219-221) (Volumes 1 thru 5, 13, SWP)	1027
Licensed Training (CC #5) (Volumes 1 thru 6, 13, SWP)	1027
Bruce Bond (CC #5) (Volumes 1,10,11,13,15, SWP)	911
Procedure Development Group (CC #118) (Volumes 1 thru 4, 6 thru 8, 10, 15, 16, SWP)	901A
PEC Library (CC #12) (Volumes 1 thru 13, 15, 16, SWP)	PEC
EOF Engineering Support Library (CC #30) (Volumes 1 thru 13, 15 thru 17, SWP)	1050
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Emergency Planning (CC #63) (Volumes 13 & SWP-EPP-01)	PEC 30
EP Manager (CC #114) (Volumes 13 & SWP-EPP-01)	PEC 30
NRC Resident Inspector (CC #35) (Volumes 13 & SWP-EPP-01)	927A
Region IV NRC (CC #26) (Volumes 13 & SWP-EPP-01)	——
Region V NRC (CC #28) (Volumes 13 & SWP-EPP-01)	——
U.S. Nuclear Regulatory Commission (CC #218) (Volumes 13 & SWP-EPP-01)	——
MISCELLANEOUS:	
FA Schill (Info Only) (Volume 7)	PE20

 # Operations is responsible for filing

A045

ENERGY NORTHWEST

INTEROFFICE MEMORANDUM

DATE: December 12, 2001

TO: Distribution

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

SUBJECT: **PLANT PROCEDURES MANUAL - VOLUME 13**
PACKAGE NO. 01-735

REFERENCE:

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

Procedure	Rev	TCN
13.11.7	23	01-0260

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

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

Date _____ Signature of Manual Holder _____ Controlled Copy Number 87

ORIGINAL

ENERGY NORTHWEST
TEMPORARY CHANGE NOTICE

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

(12) CONTROL NUMBER 01-0260

COMPLETED BY ORIGINATOR

POC REVIEW REQUIRED? (2) ☐ Yes ☒ No

(1) Procedure No: *13.11.7

(3) Current Major Rev. 23 Current Minor Rev. 2

(4) Responsible Organization (Refer to Passport) EP

(5) Title: Radiological Emergency Manager Duties DA 11-23-01

(6) Procedure pages affected by this TCN: DA 11-23-01 1, 2, 8, 9, 9, 10

(7) Control No. of incorporated Deviation/TCN: None

(8) Procedure pages affected by previous Deviation/TCN: None

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

1) Add new reference to tie EOF HVAC operation to PER 201-2601;

DA 11-26-01

2) Add new ~~Note to~~ step 3.28 to require the REM to contact the on duty Contruction and Maintenance Services Supervisor, in the event of EOF activation, to put the EOF HVAC system into EOF recirculation mode (mode 3).

This is necessary due to the relative unreliability of the PSF HVAC Honeywell control system and the need to assure EOF habitability at all times. C&MS is working to replace this control system.

☐ Continued

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

(10) Originated by: DB Holmes (Print Name) DB Holmes (Signature) 11/27/01 (Date)

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

(11) Manager or Supervisor / Date 11/27/01

(11) H. Roche 11-27-01 Licensed on shift SRO / Date

(13) 11-27-01 1451 Implementation Date & Time

(14) Deadline for POC and/or Approving Authority review(s) (14 days from implementation): 12/11/01

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

(15)

ORIGINATOR/DESIGNEE INTEGRATES

CONTROL ROOM (SWP, Vol 1-13, 15-17, 2 copies Vol 4)	DA AB	GAP OPERATING PANEL (2.5.3, 2.5.4, 2.5.5, 4.5.3.1, 4.5.3.2, 4.GAP.1)	
SHIFT MANAGER (SWP, Vol 1-3, 5, 13)	DA AB	STA DESK (CR) (Volume 13)	DA AB
SCRAM BOOK (CR)		EOP/SAG FLOWCHART (CR) (Volume 5)	
		CR EMERGENCY SUPPORT DRAWER (Vol 5.5 series & 5.6.1)	

	(12) CONTROL NUMBER

COMPLETED BY PROCEDURE CONTROL

(16) **DISTRIBUTION:** (Each location must be initialed by individual distributing and/or integrating TCN) Rad. Protection Mgr

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

Rad. Emergency Mgr / Dose Projection HP / Alternate EOF

COMPLETED BY PROCEDURE SPONSOR

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

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

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

(20) Procedure Sponsor DB Holmes (Print Name) DBHolmes (Signature) 11/27/01 (Date)

(21) REQUIRED REVIEWS AND APPROVALS

Qualified Quality Personnel for SWP, GEN, & Vol. 1 Temporary Changes NA Print Name / Signature / Date	Nuclear Materials Manager for PPM 9.2 series & SWP-SNM-01 Temporary Changes NA Print Name / Signature / Date
Plant General Manager for Site Wide Temporary Changes NA Print Name / Signature / Date	EOP/SAG Coordinator for EOP/SAG Temporary Changes NA Print Name / Signature / Date
Vice President, Generation for Site Wide Temporary Changes NA Print Name / Signature / Date	Responsible Approving Manager JE Wyrick Print Name / Signature 11/29/01 / Date
Fire Marshal/Fire Protection Engineering Staff for Temporary Changes Containing Fire Protection Elements NA Print Name / Signature / Date	Plant General Manager for POC reviewed Temporary Changes Approved at POC Meeting No.: _____ Date: _____ NA Print Name / Signature / Date
Manager of Security for Security Temporary Changes NA Print Name / Signature / Date	Chief Nuclear Officer for Site Wide Temporary Changes NA Print Name / Signature / Date

1.0 PURPOSE

This procedure describes the emergency responsibilities and duties of the Emergency Operations Facility (EOF) Radiological Emergency Manager (REM), including oversight of: Environmental Field Team activities; dose projection activities; Protective Action Recommendation (PAR) coordination with the Emergency Director; coordinating any offsite monitoring and decontamination activities; Health Physics Center (HPC) activities; and coordination of offsite reentry and Ingestion Pathway activities with Washington State Department of Health (WADOH) personnel. As necessary, portions of the REM duties may be delegated to staff members.

Upon arrival of WADOH representatives and/or the U.S. Department of Energy, Richland Field Office (DOE/RL) representatives, certain REM duties will be administered according to the jurisdictional authority of each agency, with the REM ensuring full cooperation and support to all agencies.

2.0 REFERENCES

2.1 FSAR, Chapter 13.3, Emergency Plan, Sections 2 and 6

2.2 PPM 1.9.14, Onsite Medical Emergencies

2.3 PPM 13.2.1, Emergency Exposure Levels/Protective Actions Guides (PAGs)

2.4 PPM 13.2.2, Determining Protective Action Recommendations

2.5 PPM 13.5.1, Localized and Protected Area Evacuations

2.6 PPM 13.5.3, Evacuation of Exclusion Area and/or Nearby Facilities

2.7 PPM 13.7.5, Offsite Assembly Area Operations

2.8 PPM 13.8.1, Emergency Dose Projection System Operations

2.9 PER 201-2601, Honeywell Control Systems {P183283}

a. Immediately notify the EOF Manager and staff of the condition;

b. Direct surveillance of airborne activity be increased to once per hour and results reported to you;

c. Direct dose rates in the area be determined approximately every 15 minutes and results reported to you;

d. Direct that projected accumulated doses for the EOF personnel be evaluated and appropriate stay times be established;

e. Prohibit eating or drinking in the EOF until advised of resolution of the EOF airborne activity problem.

3.28 If the EOF is activated, notify the Construction and Maintenance Services on-duty supervisor at x6063 to put the EOF HVAC system into the EOF recirculation mode (mode 3) and skip Step 3.29. {P183283}

3.29 Dispatch a Health Physics Technician to the Kootenai Building penthouse to determine if the following conditions exist if the plume is over the Kootenai Building:

- Kootenai Building intake air activity exceeds 100 mRem/hr, or;
- Kootenai Building return air activity exceeds 50 mRem/hr, then:

a. Immediately notify EOF Manager and staff of the condition.

b. Ensure EOF ventilation system is in proper operating mode per Attachment 4.10;

c. Request the Site Support Manager to notify Facilities to assist, if needed.

3.30 If necessary, direct the Site Support Manager to contact the Chemistry/Effluent Manager for support of field team sample analysis.

3.31 As required, direct appropriate staff to perform the following tasks per Attachment 4.5:

- Prepare, issue and collect direct reading dosimeters and TLDs for emergency response personnel.
- Contact Nuclear and Engineering Support Staff training to determine if respirator training, medical qualifications, and fit testing for emergency support personnel, vendors, and contractors who must enter areas requiring respiratory protection is current.

3.32 If questioned by State or County officials, provide briefings that explain EOF radiological survey data and dose projection activities that determined Energy Northwest recommendations for protective actions.

- If Washington State Radcon teams are not available, and establishment of an offsite survey or remote decontamination location is required to handle potentially contaminated personnel, make arrangements for the necessary personnel and equipment.

3.33 If injured or contaminated personnel require offsite medical attention, refer to PPM 1.9.14.

3.34 If additional Energy Northwest personnel resources are needed for Environmental Field Teams, dose assessment or other EOF radiological duties, request the Site Support Manager obtain those resources.

3.35 Assist the Site Support Manager as necessary to establish second shift personnel for dose assessment area staff, environmental field teams and HPC staff.

3.36 If offsite radiological resources are needed, inform the EOF Manager.

3.37 Determine disposition of Environmental Field Team samples gathered pursuant to PPM 13.9.5:

- In consultation with representatives of DOH for samples outside the Hanford Reservation.
- In consultation with representatives of DOE-RL for samples on the Hanford Reservation.

3.38 Upon notification of transfer of plant Post Accident Sample System (PASS) samples, brief HPC Staff on anticipated radiation levels and necessary protective measures.

3.39 Ensure that the Field Teams identify the trailing edge of the radioactive plume to confirm that the release has ended (i.e., LT 100 μRem/hr).

3.40 When emergency activities have resulted in stabilizing the plant, and radiological conditions are progressing from the early phase to the intermediate phase, refer to Attachment 4.11 to transfer MUDAC leadership to the Washington State Department of Health (WADOH) Representative, and:

- Implementing PPM 13.13.3, Intermediate Phase MUDAC Operations.
- Arranging additional support with the Site Support Manger to fulfill all responsibilities of MUDAC during this phase.

3.41 Estimate the total population exposure as a result of the radiological release. Consider total dose from EDPS, duration, and length of exposure. Refer to Attachment 4.9.