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PRC NC.EP-EP.ZZ-0402 000	2	A	1	H	126791
PRC AIEE TOC 000	8	A	1	H	127437
PRC NC.EP-EP.ZZ-0501 000	1	A	1	H	126812
PRC NC.EP-EP.ZZ-0701 000	4	A	1	H	126855
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A045

PSEG NUCLEAR LLC
EOF IMPLEMENTING PROCEDURES
February 6, 2002

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COPY # EPIP059

CHANGE PAGES FOR
REVISION #08

The Table of Contents forms a general guide to the current revision of each section of the EOF EPIP. The changes that are made in this TOC Revision #08 are shown below. Please check that your revision packet is complete and remove the outdated material listed below:

ADD			REMOVE		
Page	Description	Rev.	Page	Description	Rev.
All	T.O.C.	08	All	T.O.C.	07
All	NC.EP-EP.ZZ-0401	02	ALL	NC.EP-EP.ZZ-0401	01
All	NC.EP-EP.ZZ-0402	02	ALL	NC.EP-EP.ZZ-0402	01
All	NC.EP-EP.ZZ-0501	01	ALL	NC.EP-EP.ZZ-0501	00
All	NC.EP-EP.ZZ-0603	04	ALL	NC.EP-EP.ZZ-0603	03
All	NC.EP-EP.ZZ-0701	04	ALL	NC.EP-EP.ZZ-0701	03

**PSEG NUCLEAR LLC EMERGENCY PLAN
 EOF IMPLEMENTING PROCEDURES
 TABLE OF CONTENTS
 February 6, 2002**

**PSE&G
 CONTROL
 COPY #**

EMERGENCY OPERATIONS FACILITY (EOF) PROCEDURES

EMERGENCY COORDINATOR RESPONSE:		<u>Revision Number</u>	<u>Number of Pages</u>	<u>Effective Date</u>
NC.EP-EP.ZZ-0401(Q)	Emergency Preparedness Coordinator Response	02	6	02/06/2002
NC.EP-EP.ZZ-0402(Q)	Site Support Manager Team Response – EOF	02	6	02/06/2002
NC.EP-EP.ZZ-0403(Q)	Public Information Liaison (PIL) – EOF	02	4	09/14/2000
NC.EP-EP.ZZ-0404(Q)	Protective Action Recommendations (PARS) Upgrades	01	10	09/14/2000
NC.EP-EP.ZZ-0405(Q)	Emergency Termination/ Reduction/Recovery	01	22	02/29/2000
ENGINEERING RESPONSE (EOF):				
NC.EP-EP.ZZ-0501(Q)	EOF – Integrated Engineering Response	01	6	02/06/2002
RADIATION PROTECTION RESPONSE (EOF):				
NC.EP-EP.ZZ-0601(Q)	Radiological Support Manager And Radiological Assessment Staff Response	03	28	05/24/2001
NC.EP-EP.ZZ-0602(Q)	EOF Radiological Dose Assessment	01	24	05/24/2001
NC.EP-EP.ZZ-0603(Q)	Field Monitoring	04	49	02/06/2002
NC.EP-EP.ZZ-0604(Q)	Helicopter Plume Tracking	01	10	05/24/2001
ADMINISTRATIVE SUPPORT RESPONSE (EOF):				
NC.EP-EP.ZZ-0701(Q)	Administrative Support - EOF	04	16	02/06/2002

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NC.EP-EP.ZZ-0401(Q) Rev. 02

EMERGENCY PREPAREDNESS COORDINATOR RESPONSE

USE CATEGORY: II

REVISION SUMMARY:

1. This revision satisfies the requirement for a biennial review.
2. Deleted unnecessary notes from Page 3 and added a note directing the Emergency Preparedness Coordinator (EPC) to assist EOF Communicators, as required and time permits.
3. Deleted unnecessary steps 5.1.2, 5.1.3, and 5.1.4.
4. Added additional necessary procedures to step 5.1.5 (5.1.8).
5. Clarified steps 5.1.8 (5.1.11), 5.1.15 (5.1.18), and 5.1.16 (5.1.19).
6. Replaced reference to EPA with EOF Communicators in step 5.2.5.
7. Changed title of Manager – CA, EP, & IT to EP Manager throughout the Procedure.
8. Changed title of Emergency Plan in Section 7.2.

IMPLEMENTATION REQUIREMENTS

Issued for use. 2/6/02

APPROVED:

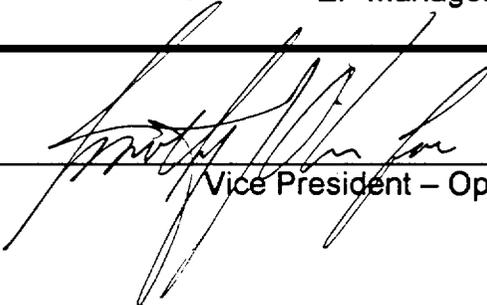


 EP Manager

1/9/02

 Date

APPROVED:



 Vice President – Operations

1-29-02

 Date

EMERGENCY PREPAREDNESS COORDINATOR RESPONSE

TABLE OF CONTENTS

<u>Section</u>	<u>Title</u>	<u>Page</u>
	TABLE OF CONTENTS.....	1
1.0	PURPOSE.....	2
2.0	PREREQUISITES	2
	2.1 Prerequisites to be Followed Prior to Implementation:.....	2
3.0	PRECAUTIONS AND LIMITATIONS.....	2
	3.1 Precautions and Limitations to be Followed Prior to Implementation:....	2
4.0	EQUIPMENT REQUIRED	2
5.0	PROCEDURE.....	3
	5.1 Prior to activation, the EPC should:	3
	5.2 Upon activation of the EOF, the EPC should:	5
	5.3 After Termination or Recovery, the EPC should:	5
6.0	RECORDS.....	5
7.0	REFERENCES	5
 ATTACHMENTS		
	ATTACHMENT 1 EOF BRIEFING CHECKLIST.....	6

1.0 **PURPOSE**

Provides the Emergency Preparedness Coordinator (EPC) duties during a declared emergency.

2.0 **PREREQUISITES**

2.1 **Prerequisites to be Followed Prior to Implementation:**

2.1.1 Implement this procedure at:

- The discretion of the ERM.
- Upon staffing of the EOF.

3.0 **PRECAUTIONS AND LIMITATIONS**

3.1 **Precautions and Limitations to be Followed Prior to Implementation:**

3.1.1 Initials should be used in the place keeping sign-offs, instead of checkmarks.

3.1.2 Personnel who implement this procedure shall be trained and qualified IAW the Emergency Plan.

4.0 **EQUIPMENT REQUIRED**

As provided in the EOF.

NOTE

The EPC should assist the EOF Communicators with their duties, as required and time permits.

5.0 PROCEDURE

INITIALS

5.1 Prior to activation, the EPC should:

- 5.1.1 IF the EPC is first to arrive, THEN begin performing the following setup duties. As personnel arrive, shift to a supervisory role and assure the following actions are performed correctly. _____
- 5.1.2 VERIFY/DIRECT Admin Staff to synchronize the digital clock with SPDS time. _____
- 5.1.3 ACTIVATE the PA system, test microphone, and provide it to the ERM. _____
- 5.1.4 SET-UP the NETS telephone extension in conference room for ENC to monitor briefings. Tape phone cord down on floor. _____
- 5.1.5 OBTAIN controlled working copies of EPEP's 102, 404, 405 and ECG Attachments 2, 3, and 4. (Provide copies to ERM at appropriate times.) _____
- 5.1.6 VERIFY correct (Salem or Hope Creek) status boards, EAL wall charts and affected unit's SPDS are displayed. _____
- 5.1.7 INTRODUCE Lead State Reps to Engineering & Rad Pro leads as appropriate. _____
- 5.1.8 INITIATE a brief meeting with the ERM to establish expectations concerning the following:
 - Log book usage
 - Method to activate EOF and status of SSCL
 - Page announcements to inform EOF staff of changing conditions
 - Establish and maintain communications with State Directors
 - Coverage of phones if ERM leaves EOF
 - Include EOF State Reps in decision making conferences
 - EPC to assure that EOF State Reps understand basis for GE & PAR
 - Conference Room status update meetings to include the following:

- ◆ Use of check list
- ◆ Establish predesignated meeting times or intervals
- ◆ First meeting have participants introduce themselves
- ◆ Designate someone to cover ERM phone in EOF
- ◆ Keep meetings short
- ◆ Action assignment tracking

- 5.1.9 REMIND the ERM to periodically contact/brief State Directors. _____
- 5.1.10 REMIND the ERM to conduct status meetings. _____
- 5.1.11 VERIFY the Leads report to status meetings in a timely fashion. _____
- 5.1.12 REMIND the ERM to brief EOF Staff upon changing conditions. _____
- 5.1.13 INVITE EOF State Reps to all ERM meetings and conferences. _____
- 5.1.14 TRACK actions assigned during status meetings. _____
- 5.1.15 REVIEW ERM procedures for accuracy and completeness. _____
- 5.1.16 ACT as initial liaison for NRC Team, as appropriate. _____

5.2 **Upon activation of the EOF, the EPC should:**

5.2.1 VERIFY State representatives are present during GE/PAR development conferences. _____

5.2.2 VERIFY States understand basis for GE/PAR decisions. _____

5.2.3 REVIEW all ICMFs for accuracy and completeness. _____

5.2.4 GIVE direction to Information Services Representatives. _____

5.2.5 ASSIST EOF Communicators, as required and time permits. _____

5.2.6 GIVE copies of Att 1, EOF Briefing Checklist, to Leads. _____

5.3 **After Termination or Recovery, the EPC should:**

ENSURE that the EOF is restored to a state of readiness. _____

6.0 **RECORDS**

Forward all completed EIPs/Forms/Attachments to the EP Manager.

7.0 **REFERENCES**

7.1 References
None

7.2 Cross References
PSEG Nuclear Emergency Plan

**ATTACHMENT 1
Page 1 of 1**

EOF BRIEFING CHECKLIST	
ERM	<p>CAUSE/TYPE/EXTENT OF EMERGENCY TURNOVER STATUS (OS/EDO) EXCHANGING INFO WITH OS/EDO/NJ/DE SHORT/LONG TERM DISPOSITION OF UNAFFECTED UNITS RECOVERY TEAM STATUS, IF APPROPRIATE</p>
SSM	<p>CURRENT OPERATIONAL STATUS TO INCLUDE FISSION PRODUCT BARRIERS EQUIPMENT/POWER AVAILABILITY SITE PROTECTION/SECURITY CONCERNS PAR UPGRADE RECOMMENDATIONS ACCOUNTABILITY/SITE EVACUATION STATUS STATUS OF EMERGENCY NOTIFICATIONS/TURNOVER CONDITION OF CORE/COOLING CAPABILITY CONTAINMENT ATMOSPHERIC CONDITIONS GE/WESTINGHOUSE SUPPORT STATUS</p>
TSM	<p>FUEL DAMAGE ASSESSMENT/PROVIDED BY TSC PROBLEM SOLVING ASSIGNMENTS/PRIORITY LIST ENGINEERING ACTIVITIES UNDERWAY AT THE TSC ENGINEERING SUPPORT REQUESTED AND STATUS LICENSING SUPPORT ACTIVITIES</p>
RSM	<p>PLUME DOSE PROJECTED/FIELD MEASURED PAR INFO: SECTORS/DISTANCE/EVAC TIME ESTIMATES PAR UPGRADE RECOMMENDATIONS RADIATION EXPOSURE CONTROL/HABITABILITY CONCERNS MET DATA FORECAST/CONDITIONS KI RECOMMENDATIONS LONG TERM HEALTH PHYSICS SUPPORT INGESTION PATHWAY/MILK/VEGETATION</p>
ASM	<p>FOOD/LODGING/TRANSPORTATION ARRANGEMENTS 24 HOUR SHIFT RELIEF ROSTER DEVELOPED/REVIEWED HELICOPTER – ETA EXTERNAL ASSISTANCE REQUESTED STATUS OF ADDITIONALLY NEEDED SUPPORT PERSONNEL FINANCES/PAYROLL/VOUCHERS/PETTY CASH CORPORATE SUPPORT AVAILABILITY/STATUS/NEEDS</p>
PIL	<p>ENC PRESS RELEASES ONGOING/REVIEWED/POSTED ENC INFORMATION EXCHANGE ADEQUATE NEXT SCHEDULED ENC NEWS BRIEFING</p>
NJ/DE	<p>OFFSITE SIRENS ACTIVATED/REACTIVATED RIVER ALERTING IN PROGRESS/COMPLETED EAS MESSAGES ON AIR/UPDATED PROTECTIVE ACTIONS TAKEN BY STATES ARE INFORMATION NEEDS BEING MET</p>
ALL	<p>ADDITIONAL NEEDS SPECIAL ASSIGNMENTS/REQUESTS</p>

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Page 1 of 1

PSE&G NUCLEAR BUSINESS UNIT

NC.EP-EP.ZZ-0402(Q) Rev. 02

SITE SUPPORT MANAGER TEAM RESPONSE

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COPY # _____

USE CATEGORY: **II**

REVISION SUMMARY:

Biennial Review x Yes No

1. Revised reference to Manager – EP & IT to EP Manager throughout the procedure.
2. Removed all references to the EPA throughout the procedure.
3. Revised references to Security Liaison to Security Force Member.
4. Revised reference to NBU Emergency Plan to PSEG Nuclear – Emergency Plan.

IMPLEMENTATION REQUIREMENTS

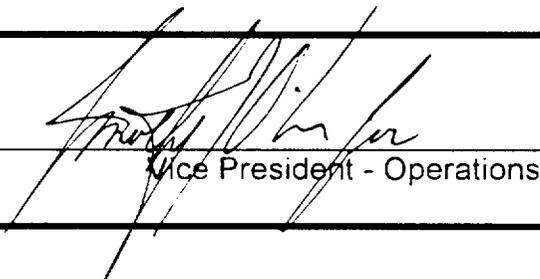
2/6/02

APPROVED: _____


EP Manager

1/19/02
Date

APPROVED: _____


Vice President - Operations

1-29-02
Date

SITE SUPPORT MANAGER TEAM RESPONSE - EOF

TABLE OF CONTENTS

<u>Section</u>	<u>Title</u>	<u>Page</u>
	TABLE OF CONTENTS	1
1.0	PURPOSE	2
2.0	PREREQUISITES	2
3.0	PRECAUTIONS AND LIMITATIONS.....	2
4.0	EQUIPMENT REQUIRED	2
5.0	PROCEDURE.....	2
5.1	The SSM should prepare to activate the EOF as follows:.....	2
5.2	Upon Activation of the Facility, the Site Support Manager should:	3
5.3	Upon Event Termination, the Site Support Manager should:.....	4
6.0	RECORDS.....	4
7.0	REFERENCES	4
7.1	REFERENCES	4
7.2	CROSS REFERENCES	4
ATTACHMENTS		
	ATTACHMENT 1 SSM Staff Checklist.....	5

1.0 PURPOSE

Provides the Site Support Manager (SSM) and Staff duties during a declared emergency.

2.0 PREREQUISITES

2.1 Prerequisites to be Followed Prior to Implementation:

2.1.1 Implement this procedure at:

- The discretion of the Emergency Response Manager (ERM).
- Upon staffing of the Emergency Operations Facility (EOF).

3.0 PRECAUTIONS AND LIMITATIONS

3.1 Precautions and Limitations to be Followed Prior to Implementation:

3.1.1 Initials should be used in the place keeping sign-offs, instead of checkmarks, if more than one person may implement this procedure,.

3.1.2 Personnel who implement this procedure shall be trained and qualified IAW the Emergency Plan.

4.0 EQUIPMENT REQUIRED

As provided in the EOF.

NOTE

Should the ERM be unable to fulfill the duties of Emergency Coordinator (EC) for any reason (e.g., sudden illness, accident, etc.) the Site Support Manager (SSM) may assume the duties and responsibilities of EC until another qualified ERM arrives at the facility.

5.0 PROCEDURE

5.1 The SSM should prepare to activate the EOF as follows:

5.1.1 **INITIATE** and **MAINTAIN** a chronological log of SSM activities/events.

- 5.1.2 **NOTIFY** the ERM of your arrival. _____
- 5.1.3 **OBTAIN** a briefing from the Technical Support Supervisor (TSS), in the Technical Support Center (TSC), on plant status. _____
- 5.1.4 **BRIEF** SSM Staff on emergency conditions: _____
 - Operations Advisor
 - Communicator #1 (EOF1)
 - Communicator #2 (EOF2)
 - EOF Security Force Member
- 5.1.5 **DIRECT** the Communicators to **IMPLEMENT** Attachment 1, SSM Staff Actions. _____
- 5.1.6 **NOTIFY** the ERM when ready to assume Emergency Response function. _____

5.2 **Upon Activation of the Facility, the SSM should:**

- 5.2.1 **DIRECT** staff and **ASSIGN** tasks. _____
- 5.2.2 **DESIGNATE** a team member as primary contact with the following as necessary: [see EP Phone Number Directory, NC.EP-WB.ZZ-0001(Z), for vendor listing]. _____
 - General Electric Corp. - for Hope Creek
 - Westinghouse Corp. - for Salem
 - Connectiv – for Salem and Hope Creek
 - PECO – for Salem
- 5.2.3 **REQUEST** additional support from PSE&G Research Corporation (Maplewood Research/Testing Lab), if needed. (Contacts for non-working hours are listed in EP Phone Directory, NC.EP-WB.ZZ-0001(Z)).
- 5.2.4 **ENSURE** the Operational and Radiological Information sections of the Station Status Checklist are completed, reviewed, and approved for distribution to the States. _____
- 5.2.5 **IMPLEMENT** the Event Classification Guide and **PROVIDE** Emergency Action Level Recommendations to the ERM _____
- 5.2.6 **PREPARE** Initial Contact Message Form (ICMF) for changes in Event Classification/Protective Action Recommendations (PAR) and **PROVIDE** to the ERM for review and approval. _____

5.2.7 **ENSURE** State Representatives in the EOF are provided with the basis for any classification or PAR changes. _____

5.2.8 **NOTIFY** the ERM regularly of: _____

- Operations assessment of plant conditions.
- Site Support operations in progress.
- Site Support operations planned.
- Site Accountability and Evacuation Status.
- Site Protection and Security concerns.

5.2.9 **GIVE** technical information and briefings to the Public Information Liaison (PIL) to support ENC operations. _____

5.2.10 **DISCUSS** event mitigating actions and recommendations with the Technical Support Manager (TSM) and TSS. _____

5.2.11 **IMPLEMENT** recovery planning if directed by the ERM. _____

5.2.12 **ENSURE** EOF command and control is assigned to an individual prior to the team holding briefings outside the EOF proper. _____

5.3 **Upon Event Termination, the Site Support Manager should:**

5.3.1 **ENSURE** restoration of facility to its original state. _____

6.0 **RECORDS**

6.1 Forward all completed EPEPs/Forms/Attachments to the EP Manager

7.0 **REFERENCES**

7.1 References
None

7.2 Cross References
PSEG Nuclear Emergency Plan

**ATTACHMENT 1
SSM STAFF ACTIONS****PAGE 1 OF 2****1.0 PRIOR TO ACTIVATION OF THE FACILITY, THE SSM STAFF SHOULD:**

- **VERIFY** communication capabilities with other Emergency Response Facilities using NETS, ESSX, and DID systems.
- **PERFORM** telecopier test or **COORDINATE** with Administrative Support team to **VERIFY** operability of equipment.
- **OBTAIN** anticipated Communicator Attachments from Event Classification Guide work file drawer.
- **OBTAIN** a turnover briefing from Technical Support Center Communicators to include the following information:
 - Current ECG attachment number being implemented.
 - Status of notifications being made.
 - Due time for next Station Status Checklist (SSCL).
 - Request copy of Initial Contact Message Form (ICMF), if necessary.
 - Note any special communication problems, number changes, or contacts
 - Further note any relevant operational status.
 - Give communicator your name/phone extension and advise that you will notify him when your Facility is activated to assume Communicator duties.
- **DESIGNATE** Communicator 1 (EOF1) for voice notification duties, Communicator 2 (EOF2) for form preparation/coordination, and Operations Advisor for status board maintenance and open line communications with the TSC Operations Advisor. If a fourth Communicator is available, assign to NRC-ENS telephone duty and control of SPDS display.
- **ENSURE** that all status boards displayed are for the correct site; (Salem/Hope Creek).

2.0 UPON FACILITY ACTIVATION, THE SSM STAFF SHOULD:

- **ASSUME** all emergency communications functions when Facility is declared activated.
- **IMPLEMENT** Event Classification Guide Attachments only as directed by the Emergency Response Manager (ERM).

ATTACHMENT 1

PAGE 2 OF 2

- **MONITOR** all Telecopier activity including transmissions and malfunctions. **ENSURE** all data forms are initialed/signed off.
- **ESTABLISH** timetable for telecopier transmission of critical data forms ensuring deadlines are met.
- **ENSURE** all notifications and procedural requirements are completed accurately and on time.
- **MONITOR** status boards ensuring accuracy and timely updates.
- **NOTIFY** the ERM of communication status and **PERFORM** ERM requests.
- **REVIEW** Communicator ECG Attachments ensuring completeness and accuracy.
- **ENSURE** that security status and on-going challenges are checked by the Security Force Member

3.0 **UPON TERMINATION OF THE EVENT, THE SSM STAFF SHOULD:**

- **ASSIST** in restoration of the facility to its original state.
- **SEND** all completed EPEPs, forms, and attachments to the EP Manager.

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COPY #

EOF-INTEGRATED ENGINEERING RESPONSE

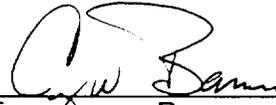
USE CATEGORY: II

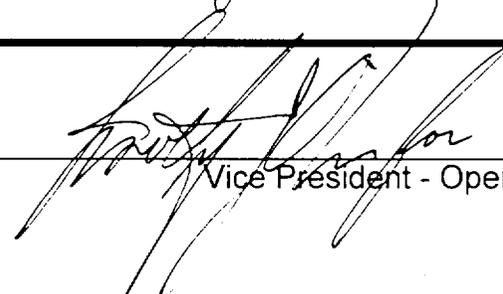
REVISION SUMMARY:

1. Unnecessary precautions and limitations were removed from Section 3.0.
2. Reference to Manager – CA/EP/IT was revised to EP Manager throughout the procedure.
3. Deleted unnecessary Procedure Completion Sign-off Sheet (Attachment 1) and reference to it in Section 2.0 (Prerequisites).
4. Rewrote Step 5.1.3 to call in licensing support as needed.

IMPLEMENTATION REQUIREMENTS

Implementation Date: 2/6/02

APPROVED:  1-29-02
Emergency Preparedness Manager Date

APPROVED:  1-29-02
Vice President - Operations Date

EOF-INTEGRATED ENGINEERING RESPONSE

TABLE OF CONTENTS

<u>Section</u>	<u>Title</u>	<u>Page</u>
1.0	PURPOSE.....	2
2.0	PREREQUISITES	2
	2.1 Prerequisites To Be Followed Prior To Implementing This Procedure... 2	
3.0	PRECAUTIONS AND LIMITATIONS.....	2
	3.1 Precautions and Limitations To Be Followed Prior To Implementing This Procedure.....	2
4.0	EQUIPMENT REQUIRED	2
5.0	PROCEDURE.....	3
	5.1 Technical Support Manager (TSM) Actions	3
	5.2 TSM Turnover.....	4
6.0	RECORDS.....	4
7.0	REFERENCES	4
	7.1 References	4
	7.2 Cross References	4
 FORMS		
Form 1	EOF Technical Support Tracking Form.....	7
Form 2	EOF Engineering Task Assignment Log	8

1.0 **PURPOSE**

- 1.1 To provide direction for the Technical Support Manager (TSM) in the Emergency Operations Facility (EOF) during a declared emergency.

2.0 **PREREQUISITES**

- 2.1 Prerequisites To Be Followed Prior To Implementing This Procedure:

2.1.1 Implement this procedure at:

- The discretion of the ERM.
- Upon staffing of your emergency response facility

3.0 **PRECAUTIONS AND LIMITATIONS**

- 3.1 Personnel who implement this procedure shall be trained and qualified IAW the Emergency Plan.
- 3.2 Technical Support Engineers are not assigned to report to the EOF. The TSM should not hesitate to callout needed engineering personnel to support the needs of the TSC or the ERM. Conference Room 48 is available as an engineering workspace, if needed.

4.0 **EQUIPMENT REQUIRED**

As provided in the EOF.

5.0 **PROCEDURE**

5.1 **Technical Support Manager (TSM) Actions**

5.1.1 PREPARE for EOF activation as follows:

- OBTAIN a briefing on plant status with the Site Support Manager (SSM). _____
- CONTACT the Technical Support Team Leader (TSTL) - TSC to Verify adequate TSC technical support staffing and status. _____
- OBTAIN status on technical support in progress from the TSTL. _____

5.1.2 PROVIDE technical support to the EOF staff and to the TSC if requested, as follows:

- COORDINATE with the Administrative Support Manager (ASM), the callout of engineering expertise as needed to support the assigned task. _____
- ASSIGN Engineering tasks using the EOF Technical Support Tracking (Form-1) of this procedure. _____
- MAINTAIN a roster of assigned tasks using EOF-Engineering Task Assignment Log (FORM-2), in this procedure. _____
- PROVIDE response/solution for the assigned Engineering tasks to the TSTL and fax the completed EOF Technical Support Tracking Forms to the TSC. _____
- BRIEF EOF Leads when requested by the ERM using the EOF Briefing Checklist from procedure NC.EP-EP.ZZ-0401 (Q), Emergency Preparedness Coordinator Response. _____
- BRIEF New Jersey and Delaware EOF Responders on Plant Status and engineering activities ongoing or planned at the TSC or EOF. _____
- IMPLEMENT recovery planning per NC.EP-EP.ZZ-0405 (Q), Emergency Termination-Reduction-Recovery, when directed by the ERM. _____

5.1.3 IF licensing support is needed

- Request the ASM to call in Licensing Support.

5.2 **TSM Turnover**

5.2.1 BRIEF oncoming TSM and conduct a turnover including the following items:

- DISCUSS emergency classifications, current conditions, any problems encountered or anticipated, and any ongoing or expected actions.
- REVIEW all applicable documentation including procedures, and logs, ensuring they are completed, corrected and signed.
- DISCUSS priorities, personnel requirements and any support or material needs.
- REVIEW technical support assignments.

5.2.2 NOTIFY the ERM when turnover is complete.

TIME OF TURNOVER _____

6.0 **RECORDS**

RETURN completed procedure, chronological logs, forms and any information or data deemed to be pertinent by the TSM to the Emergency Preparedness Manager.

7.0 **REFERENCES**

7.1 **References**

None

7.2 **Cross Reference**

PSEG Nuclear - Emergency Plan

FORM NC.EP-EP.ZZ-0501-1
Page 1 of 1
EOF TECHNICAL SUPPORT TRACKING FORM
(FORM - 1)

TASK# _____

<u>TASK ASSIGNMENT:</u> (DESCRIPTION, BRIEF)						
<u>REQUESTED BY:</u> (CIRCLE ONE) TSS/TSM/SSM	<u>ASSIGNED TO:</u>	<u>TIME/DATE:</u>				
<u>ENGINEERING RESPONSE/RECOMMENDATION:</u>						
<u>REVIEW:**</u> TIME:	TSM*	TSTL	TSS	EDO	OS ***	DISPOSITION <input type="checkbox"/> Implement <input type="checkbox"/> Hold <input type="checkbox"/> Reject
INITIALS:						

- * RETAIN A COPY OF THIS DOCUMENT FOR FUTURE REFERENCE
- ** REVIEW PROCESS MAY NOT BE APPLICABLE TO ALL POSITIONS
- *** THE OS MUST APPROVE ALL CORRECTIVE ACTIONS IMPLEMENTED IN THE PLANT.

Date: _____

Page ___ of ___

Task #	TASK ASSIGNMENT TITLE (BRIEF DESCRIPTION)	ASSIGNED TO (NAME)	COMMENTS / REMARKS /PROBLEMS	CHECK APPROPRIATE STATUS
				<input type="checkbox"/> HOLD <input type="checkbox"/> FORWARDED <input type="checkbox"/> IN PROGRESS <input type="checkbox"/> COMPLETE
				<input type="checkbox"/> HOLD <input type="checkbox"/> FORWARDED <input type="checkbox"/> IN PROGRESS <input type="checkbox"/> COMPLETED
				<input type="checkbox"/> HOLD <input type="checkbox"/> FORWARDED <input type="checkbox"/> IN PROGRESS <input type="checkbox"/> COMPLETE
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				<input type="checkbox"/> HOLD <input type="checkbox"/> FORWARDED <input type="checkbox"/> IN PROGRESS <input type="checkbox"/> COMPLETE
				<input type="checkbox"/> HOLD <input type="checkbox"/> FORWARDED <input type="checkbox"/> IN PROGRESS <input type="checkbox"/> COMPLETE

NOTES: TSM – MAINTAIN THIS ROSTER AS A FORMAL DOCUMENT OF ENGINEERING ASSIGNMENTS AND KEEP OTHERS INFORMED OF ACTIVITIES IN PROGRESS

FORM NC:EP-EP-ZZ-0501-2
 Page 1 of 1
 EOF ENGINEERING TASK ASSIGNMENT LOG
 (FORM - 2)

NC:EP-EP-ZZ-0501(Q)

PSEG NUCLEAR LLC
NC.EP-EP.ZZ-0603(Q) – REV. 04
FIELD MONITORING

CONTROL
COPY #

USE CATEGORY: II

REVISION SUMMARY:

Biennial Review Yes No

1. This revision combines the Offsite Team Coordinator's duties and title with the Field Team Communicator.
2. Reformatted portion of Attachment 1.
3. Renamed Attachment 2 from Field Team Briefing Guidance to Offsite Field Team Briefing Guidance.
4. Added Lead Blankets to Attachment 3 inventory list and also added a step and a note to Attachment 8 concerning loading the Lead Blankets.
5. Modified Attachment 4 and Form 2 to clarify and reduce potential for human errors in communication of radiological data.
6. Reworded Step 2.1.3 of Attachment 8 to clarify meaning.
7. Changed all references to Manager – IT/EP to EP or Emergency Preparedness Manager.

IMPLEMENTATION REQUIREMENTS

Effective Date: 2/6/02

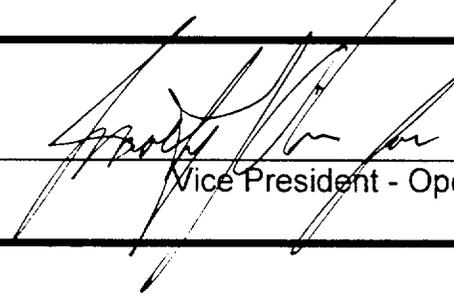
APPROVED:



EP Manager

1/29/02
Date

APPROVED:



Vice President - Operations

1-29-02
Date

FIELD MONITORING
TABLE OF CONTENTS

<u>SECTION</u>	<u>TITLE</u>	<u>PAGE</u>
1.0	PURPOSE	3
2.0	PREREQUISITES	3
3.0	PRECAUTIONS AND LIMITATIONS	3
4.0	EQUIPMENT/MATERIAL REQUIRED	3
5.0	PROCEDURE	3
5.1	The Offsite Team Coordinator (OTC)	3
5.2	The Offsite Field Monitoring Team(s) (OFMT).....	4
6.0	RECORDS	4
7.0	REFERENCES	4
7.1	References	4
7.2	Cross References	4
 ATTACHMENTS		
	ATTACHMENT 1 - Offsite Team Coordinator/Field Team Communicator Checklist	5
	ATTACHMENT 2 - Field Monitoring Team Briefing Guidance.....	9
	ATTACHMENT 3 - Offsite Field Monitoring Equipment Checklist	10
	ATTACHMENT 4 - Field Monitoring Team Log	12
	ATTACHMENT 5 - Particulate Air Activity vs. Count Rate Table	15
	ATTACHMENT 6 - Particulate Air Activity vs. Dose Rate Table	16
	ATTACHMENT 7 - Conversion Table Of Corrected Counts Per Min. To uCi/cc I-131.....	17
	ATTACHMENT 8 – Offsite Field Monitoring Team Responsibilities And Directions	18

ATTACHMENT 9 - Offsite Emergency Monitoring Locations 22

ATTACHMENT 10 - Package Insert For Thyro-Block Tablets 39

FORMS

FORM 1 Offsite Calculations Form 41

FORM 2 Field Sampling Form 42

FORM 3 Dosimetry Log 43

FORM 4 Field Monitoring /CREST Data vs. Projected Data 44

FORM 5 KI Side Effects/Administration Sign Off 45

FORM 6 Field Monitoring Team Briefing Form 47

1.0. PURPOSE

Provide the EOF Offsite Team Coordinator/Field Team Communicator, and the Offsite Field Monitoring Team with direction to perform their duties during a declared emergency.

2.0 PREREQUISITES

2.1 Prerequisites to be Followed Prior to Implementation:

Implement this procedure at:

- The discretion of the ERM.
- The discretion of the RSM.
- Upon staffing of the EOF.

3.0 PRECAUTIONS AND LIMITATIONS

3.1 Precautions and Limitations to be Followed Prior to Implementation:

- Steps listed in this procedure may be performed in the order deemed appropriate for the emergency situations. Only steps applicable to the specific emergency need be performed.
- It is recommended that initials be used in the place keeping sign-offs, instead of checkmarks, if more than one person may implement this procedure.
- Personnel who implement this procedure shall be trained and qualified IAW the Emergency Plan.

4.0 EQUIPMENT / MATERIAL REQUIRED

As provided in the EOF.

5.0 PROCEDURE

5.1 The Offsite Team Coordinator/Field Team Communicator (OTC/FTC)

5.1.1 IMPLEMENT Attachment 1, Offsite Team Coordinator/Field Team Communicator Checklist, unless otherwise directed by the Radiological Support Manager (RSM).

5.2 The Offsite Field Monitoring Team(s) (OFMT)

5.2.1 IMPLEMENT Attachment 8, Field Monitoring Team Responsibilities and Directions.

6.0 RECORDS

Return completed procedure and any information or data thought to be pertinent by the dose assessor, to the EP Manager.

7.0 REFERENCES**7.1 References**

- 7.1.1 NUREG-0654, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants.
- 7.1.2 NUREG/CR-0314, An Air Sampling System for Evaluating Thyroid Dose Commitment Due to Fission Products Released for Reactor Containments.
- 7.1.3 Radiological Health Handbook (Revised Edition January 1970)
- 7.1.4 EPA 400-R-92-001, Manual Of Protective Action Guides And Protective Actions For Nuclear Incidents.

7.2 Cross References

- 7.2.1 NC.EP-EP.ZZ-0308(Q), Personnel/Vehicle Survey & Decontamination
- 7.2.2 NC.EP-EP.ZZ-0601(Q) Radiological Support Manager and Radiological Assessment Staff Response
- 7.2.3 NC.EP-EP.ZZ-0602(Q) EOF Radiological Dose Assessment
- 7.2.4 NC.AP-EP.ZZ-1006(Z) Emergency Preparedness Inventory Radiation Protection
- 7.2.5 PSEG Nuclear Emergency Plan

ATTACHMENT 1

Page 1 of 4

OFFSITE TEAM COORDINATOR/FIELD TEAM COMMUNICATOR CHECKLIST

NOTE

The order that these steps are to be performed is at the Offsite Team Coordinator's/Field Team Communicator's (OTC/FTC) discretion and may be delegated.

Name: _____ / _____ / _____ / _____
 (PRINT) / (SIGN) DATE / TIME

1.0 THE OTC/FTC

1.1 The OTC/FTC Should Perform The Following:

- 1.1.1 INITIATE an OTC/FTC log book _____
- 1.1.2 ENSURE the RSM is kept informed of all radiological conditions (rad readings 10 times > background or as thought appropriate). _____
- 1.1.3 DIRECT the Offsite Field Monitoring Team to implement Attachment 8, Field Monitoring Team Responsibilities and directions, if not already dispatched. _____
- 1.1.4 CONTACT the Radiation Protection Supervisor - Offsite (RPS-Offsite) and ask if the EOF should take over responsibility for the Offsite Field Monitoring Team(s). _____
- 1.1.5 IF the EOF hasn't been activated and the OTC/FTC has taken control, THEN keep the RPS-Offsite informed of the team's location. _____
- 1.1.6 PERFORM the following, if the Offsite Field Monitoring Team(s) has not been deployed:
 - A. PROVIDE a briefing to the Offsite Field Monitoring Team IAW Attachment 2, Field Monitoring Team Briefing Form. _____
 - B. ASSIGN a phonetic alphabet name for Offsite Teams such as Alpha Team. _____

ATTACHMENT 1

PAGE 2 of 4

- C. ENSURE the Offsite Field Monitoring Teams have implemented Attachment 8, Field Monitoring Team Responsibilities and Directions.
- 1.1.7 IMPLEMENT Attachment 4, Field Monitoring Team Log.
- 1.1.8 DIRECT Field Teams to monitoring and provide instructions concerning what type of readings and sampling they should perform.
- 1.1.9 REFER below for instructions and items to consider when assigning locations, type of samples to be taken, and special actions/concerns:
 - CONSULT with the RSM concerning what type of reading and samples should be taken
 - CONSULT with the States of Delaware and New Jersey to avoid duplication of efforts and avoid traffic jams.
 - REFER to the MIDAS printouts for projected location of the plume center line.
 - OBTAIN the CREST printout to determine location where the plume should be.
 - ASSIGN the Field Teams to locations where it is thought the plume is located using the information gathered from dose projections, CREST printouts, and information gathered from the States of Delaware and New Jersey.
 - INSTRUCT the Field Monitoring Teams to take dose rates and pull air samples, as appropriate.
 - LOG information gathered from the Field Monitoring Team, CREST Data, and SSCL TEDE Rate on Form – 4, Field Monitoring/CREST Data vs. Projected Data.
 - COMPARE the different data points logged on Form-4.
 - CONSULT with the RSM concerning the data recorded on Form -4.
 - DETERMINE iodine sample results to the dose assessment staff using Attachment 7, Conversion Table For Iodine 131 and provide results to dose assessment staff.

ATTACHMENT 1

Page 3 of 4

- IMPLEMENT Attachment 7, Conversion Table For Iodine I-131 and NC.EP-EP.ZZ-0305(Q), Stable Iodine Thyroid Blocking, to determine if issuance of KI is needed for Offsite Field Monitoring Team Members. Inform the RSM of your recommendation.
 - REQUEST the RSM to authorize use of a boat through the Coast Guard to support tracking the plume, if thought appropriate. (Admin Support should do the actual calls to arrange this support).
 - TRACK all Field Teams located on the EPZ map.
 - REVIEW paperwork for completeness and correctness of data being recorded periodically.
- 1.10 COORDINATE with the RSM for samples to be picked up from the Field Monitoring Teams and delivered to the proper location for counting, when appropriate.
- 1.11 SUPPLY guidance to the Offsite Field Monitoring Teams concerning how to handle survey equipment that is contaminated with $\geq 50k$ ccpm. (Consideration should be given to bagging survey equipment)
- 1.12 IMPLEMENT Attachment 7, Conversion Table For Iodine I-131 and NC.EP-EP.ZZ-0305(Q), Stable Iodine Thyroid Blocking, to determine if issuance of KI is needed for Offsite Field Monitoring Team Members. Inform the RSM of your recommendation.
- 1.13 COORDINATE with the RSM to determine the appropriate Emergency Worker Decon Facility the Offsite Field Monitoring Teams should report to, if it is impractical to return to the EOF.
- 1.13.1 REFER below for the State of Delaware's Decon Centers and locations:
- National Guard Armory Located on Broad Street in Middletown.
 - Delaware in a shopping center on the west side of the road behind Happy Harry's Pharmacy. This is south of the intersection of Route 13 and 301.
- 1.13.2 REFER below for the State of New Jersey's Decon Centers and locations:

ATTACHMENT 1

Page 4 of 4

- Pennsville Fire Station Located at the intersection of Route 49 and Castle Height Drive across from the Pennsville Jr. and Sr. High Schools.
 - Shiloh Fire Station Located at Route 49 on the east side of the road.
- 1.14 CONSULT with the RSM and recall Offsite Field Monitoring Teams if determined appropriate. _____
- 1.15 COORDINATE with the RSM to ensure that whole body counting, personnel and vehicle decontamination are performed, if necessary, IAW NC.EP-EP.ZZ-0308, Personnel/Vehicle Survey and Decontamination: _____
- 1.16 COORDINATE the following, with the RSM, prior to relieving the Field Team members:
- 1.16.1 DETERMINE if the Field Team members should be assigned to a relief station or allowed to go home. _____
 - 1.16.2 DETERMINE when the Field Team members should return to the EOF. _____
 - 1.16.3 CONSULT with the States of New Jersey and Delaware to determine best routes to the Field Team's homes or the relief station, to avoid traffic jams, roadblocks and radiological concerns. _____

ATTACHMENT 2
Page 1 of 1

OFFSITE FIELD MONITORING TEAM BRIEFING GUIDANCE

1.0 Briefing Guidance

NOTE

This briefing may take place over the radio or cellular phone.

1.1 **At A Minimum, The Following Items Should Be Included In The Briefing and Recorded On Form – 6, Field Monitoring Team Briefing Form:**

1.1.1 ENSURE radio protocol is conducted in the following manner:

- REPEAT back instructions in accordance with the Work Standards Handbook
- USE the proper phonetic alphabet, when appropriate.

1.1.2 REVIEW Attachment 10, Package Insert For Thyro-Block Tablets, to ensure it is filled out properly and signed.

1.1.3 FOLLOW the provisions for gas, tolls, and meals listed below:

- PAY tolls out of the Field Teams own money and submitted for reimbursement through EOF Admin Support Staff.
- PAY, or CHARGE on Corporate American Express card, meals and gas and then submitted for reimbursement.

1.1.4 PRESENT meteorological conditions and forecast.

1.1.5 PHONE Number to contact the OTC/FTC. This **can't** be a NETS phone.

1.1.6 USE Frequency 4 to contact the EOF for the Offsite Field Monitoring Team. (Frequency 1 may be used if thought necessary)

1.1.7 USE Frequency 1 to contact the TSC or the Onsite Field Monitoring Team. (Frequency 4 may be used if thought necessary)

**ATTACHMENT 3
Page 1 of 2**

OFFSITE FIELD MONITORING EQUIPMENT CHECKLIST

NOTE

- An inventory of the Offsite Field Monitoring Team Kits is not necessary, if they are properly sealed.
- Refer to NC.EP-AP.ZZ-1006(Z), Emergency Preparedness Inventory Radiation Protection, to perform an inventory of the Emergency Locker, if necessary.
- Lead blankets and respirators are not stored in the Offsite Field Monitoring Team Kits. The Forms Kits are stored in the same location as the Offsite Field Monitoring Team Kits, but not in the actual kits.
- This checklist is to be used to help ensure needed items are not left behind while loading the emergency vehicle. It is not to be used instead of the inventory list that is in NC.EP-AP.ZZ-1006(Z), Emergency Preparedness Inventory Radiation Protection.

- Low Volume Air Sampler with two air sample heads. _____
- One Count Rate Meter: E140N with a HP 210 probe. _____
- One Ion Chamber Dose Rate Meter : RO-2 or RO-2A or equivalent. _____
- One GM Meter : E520 with a HP 177C or 270 probe. _____
- Hi Range Dosimeters (0-5 R or 0-10 R) or equivalent electronic dosimeter. _____
- Low Range Dosimeters (0-200 mR or 0-500 mR) or electronic equivalent. _____
- One Dosimeter Charger. _____
- Absorbent Material. _____
- One Ten Mile (EPZ) N.J. and Delaware Map. _____
- One Onsite Map _____
- One Pair of Tweezers. _____
- Silver Zeolite Cartridges. (Use Cartridges marked for drills during drills and exercises.) _____
- Box of Air Sample Filters. _____

ATTACHMENT 3

Page 2 of 2

- Gloves. _____
- Small Envelopes for Particulate Air Sample Filters. _____
- Roll of Masking Tape. _____
- Small Plastic Bags. _____
- Flashlight. _____
- Spare Nine Volt Batteries _____
- Spare D Cell Batteries _____
- One Bottle of KI Tablets _____
- One First Aid Kit _____
- Box of Smear Papers. _____
- Protective Clothing/Paper Coveralls and Shoe Covers _____
- Lead Blankets _____

**ATTACHMENT 4
Page 1 of 3**

FIELD MONITORING TEAM LOG

1.0 OPERATING INSTRUCTIONS FOR EOF OFFSITE FIELD TEAM RADIO BASE STATION

1.1 To Operate The Radio Perform The Following:

- 1.1.1 TURN on the radio power switches.
- 1.1.2 PRESS the F1 button located on the top of the radio to communicate with the Onsite Field Monitoring Teams or F4 to communicate with the Offsite Field Monitoring Teams.
- 1.1.3 POSITION the toggle switch on the left side of the radio to on to use the headset or off to use the speaker.
- 1.1.4 PRESS the button on the headset cord to transmit, if headset is in use.
- 1.1.5 PRESS the transmit bar on microphone transmit, if headset is not in use.

NOTE

This Attachment should be used to assist in performing necessary calculations and document briefing updates to:

- Log Offsite Field Monitoring Team Data on Form – 2, Air Sample Form.
- Track Offsite Field Monitoring Team's dose on Form – 3, SRD Log.

2.0 OFFSITE DATA

2.1 The OTC/FTC OR Designee Should Record the Following, As Appropriate:

2.1.1 The Team's Phonetic (Alphabet) Name: _____

2.1.2 The Location the Team is being sent to: _____

2.1.3 Instrument Type/Serial Number: _____ / _____

2.1.4 General Area Open Window Dose Rate: _____ mR/Hr

ATTACHMENT 4
Page 2 of 3

- 2.1.5 Open Window Ground Dose Rate : _____ Mr/Hr
- 2.1.6 Closed Window Ground Dose Rate: _____ Mr/Hr
- 2.1.7 General Area Closed Window Dose Rate: _____ Mr/Hr
- 2.1.8 Time On for A/S: _____
- 2.1.9 Time Off for A/S: _____
- 2.1.10 Average Flow Rate: _____ cfm
- 2.1.11 Iodine Cartridge Background: _____ cpm
- 2.1.12 Iodine Cartridge Sample: _____ cpm
- 2.1.13 Particulate Background: _____ cpm
- 2.1.14 Particulate Sample: _____ cpm

NOTE

- Form – 1, Offsite Calculations Form, should be used to obtain directions on performing air sample calculations.
- Section 3.0, Briefing Update, of this Attachment, should be used as changing conditions warrant.

ATTACHMENT 4
Page 3 of 3

3.0 **BRIEFING UPDATE**

3.1 **The OTC/FTC OR Designee Should Record The Following As Appropriate:**

3.1.1 Time: _____:

3.1.2 Event Classification: _____

3.1.3 Plant Conditions: _____

3.1.4 Radiological Conditions: _____

3.1.5 Additional Information Communicated to Offsite Team:

ATTACHMENT 5

Page 1 of 1

PARTICULATE AIR ACTIVITY VS. COUNT RATE TABLE

	SAMPLE VOLUME 5 FT. ³	SAMPLE VOLUME 10 FT. ³	SAMPLE VOLUME 15 FT. ³	SAMPLE VOLUME 20 FT. ³	SAMPLE VOLUME 25 FT. ³	SAMPLE VOLUME 30 FT. ³
(ccpm)	(uCi/cc)	(uCi/cc)	(uCi/cc)	(uCi/cc)	(uCi/cc)	(uCi/cc)
5.00E+04	1.59E-06	7.95E-07	5.30E-07	3.97E-07	3.18E-07	2.65E-07
4.50E+04	1.43E-06	7.15E-07	4.77E-07	3.57E-07	2.86E-07	2.38E-07
4.00E+04	1.27E-06	6.35E-07	4.23E-07	3.17E-07	2.54E-07	2.12E-07
3.50E+04	1.11E-06	5.55E-07	3.70E-07	2.77E-07	2.22E-07	1.85E-07
3.00E+04	9.53E-07	4.76E-07	3.18E-07	2.38E-07	1.91E-07	1.59E-07
2.50E+04	7.94E-07	3.97E-07	2.65E-07	1.98E-07	1.59E-07	1.32E-07
2.00E+04	6.35E-07	3.17E-07	2.12E-07	1.59E-07	1.27E-07	1.06E-07
1.50E+04	4.77E-07	2.38E-07	1.59E-07	1.19E-07	9.54E-08	7.95E-08
1.00E+04	3.18E-07	1.59E-07	1.06E-07	7.95E-08	6.36E-08	5.30E-08
9.00E+03	2.86E-07	1.43E-07	9.53E-08	7.15E-08	5.72E-08	4.77E-08
8.00E+03	2.54E-07	1.27E-07	8.47E-08	6.35E-08	5.08E-08	4.23E-08
7.00E+03	2.22E-07	1.11E-07	7.40E-08	5.55E-08	4.44E-08	3.70E-08
6.00E+03	1.91E-07	9.55E-08	6.37E-08	4.77E-08	3.82E-08	3.18E-08
5.00E+03	1.59E-07	7.95E-08	5.30E-08	3.97E-08	3.18E-08	2.65E-08
4.00E+03	1.27E-07	6.35E-08	4.23E-08	3.17E-08	2.54E-08	2.12E-08
3.00E+03	9.53E-08	4.76E-08	3.18E-08	2.38E-08	1.91E-08	1.59E-08
2.00E+03	6.35E-08	3.17E-08	2.12E-08	1.59E-08	1.27E-08	1.06E-08
1.00E+03	3.18E-08	1.59E-08	1.06E-08	7.95E-09	6.39E-09	5.30E-09
9.00E+02	2.86E-08	1.43E-08	9.53E-09	7.15E-09	5.72E-09	4.77E-09
8.00E+02	2.54E-08	1.27E-08	8.47E-09	6.35E-09	5.08E-09	4.23E-09
7.00E+02	2.22E-08	1.11E-08	7.40E-09	5.55E-09	4.44E-09	3.70E-09
6.00E+02	1.91E-08	9.55E-09	6.37E-09	4.77E-09	3.82E-09	3.18E-09
5.00E+02	1.59E-08	7.95E-09	5.30E-09	3.97E-09	3.18E-09	2.65E-09
4.00E+02	1.27E-08	6.35E-09	4.23E-09	3.17E-09	2.54E-09	2.12E-09
3.00E+02	9.53E-09	4.76E-09	3.18E-09	2.38E-09	1.91E-09	1.59E-09
2.00E+02	6.35E-09	3.17E-09	2.12E-09	1.59E-09	1.27E-09	1.06E-09
1.00E+02	3.18E-09	1.59E-09	1.06E-09	7.95E-10	6.36E-10	5.30E-10

Calculation Based on:
$$uCi/cc = \frac{ccpm * 4.5E-07 uCi/dpm}{VOL (FT^3) * 2.832E+4 (CC/FT^3) * EFF (0.10)}$$

ATTACHMENT 6
Page 1 of 1

PARTICULATE AIR ACTIVITY VS. DOSE RATE TABLE

	SAMPLE VOLUME 5 (CUBIC FT.)	SAMPLE VOLUME 10 (CUBIC FT.)	SAMPLE VOLUME 15 (CUBIC FT.)	SAMPLE VOLUME 20 (CUBIC FT.)	SAMPLE VOLUME 25 (CUBIC FT.)	SAMPLE VOLUME 30 (CUBIC FT.)
(mRad/hr)	(uCi/cc)	(uCi/cc)	(uCi/cc)	(uCi/cc)	(uCi/cc)	(uCi/cc)
1.00E+03	1.59E-06	7.95E-07	5.30E-07	3.97E-07	3.18E-07	2.65E-07
5.00E+02	1.43E-06	7.15E-07	4.77E-07	3.57E-07	2.86E-07	2.38E-07
1.00E+02	1.27E-06	6.35E-07	4.23E-07	3.17E-07	2.54E-07	2.12E-07
9.50E+01	1.11E-06	5.55E-07	3.70E-07	2.77E-07	2.22E-07	1.85E-07
9.00E+01	9.53E-07	4.76E-07	3.18E-07	2.38E-07	1.91E-07	1.59E-07
8.50E+01	7.94E-07	3.97E-07	2.65E-07	1.98E-07	1.59E-07	1.32E-07
8.00E+01	6.35E-07	3.17E-07	2.12E-07	1.59E-07	1.27E-07	1.06E-07
7.50E+01	4.77E-07	2.38E-07	1.59E-07	1.19E-07	9.54E-08	7.95E-08
7.00E+01	3.18E-07	1.59E-07	1.06E-07	7.95E-08	6.36E-08	5.30E-08
6.50E+01	2.86E-07	1.43E-07	9.53E-08	7.15E-08	5.72E-08	4.77E-08
6.00E+01	2.54E-07	1.27E-07	8.47E-08	6.35E-08	5.08E-08	4.23E-08
5.50E+01	2.22E-07	1.11E-07	7.40E-08	5.55E-08	4.44E-08	3.70E-08
5.00E+01	1.91E-07	9.55E-08	6.37E-08	4.77E-08	3.82E-08	3.18E-08
4.50E+01	1.59E-07	7.95E-08	5.30E-08	3.97E-08	3.18E-08	2.65E-08
4.00E+01	1.27E-07	6.35E-08	4.23E-08	3.17E-08	2.54E-08	2.12E-08
3.50E+01	9.53E-08	4.76E-08	3.18E-08	2.38E-08	1.91E-08	1.59E-08
3.00E+01	6.35E-08	3.17E-08	2.12E-08	1.59E-08	1.27E-08	1.06E-08
2.50E+01	3.18E-08	1.59E-08	1.06E-08	7.95E-09	6.39E-09	5.30E-09
2.00E+01	2.86E-08	1.43E-08	9.53E-09	7.15E-09	5.72E-09	4.77E-09
1.50E+01	2.54E-08	1.27E-08	8.47E-09	6.35E-09	5.08E-09	4.23E-09
1.00E+01	2.22E-08	1.11E-08	7.40E-09	5.55E-09	4.44E-09	3.70E-09
5.00E+00	1.91E-08	9.55E-09	6.37E-09	4.77E-09	3.82E-09	3.18E-09
1.00E+00	1.59E-08	7.95E-09	5.30E-09	3.97E-09	3.18E-09	2.65E-09

Calculation Based on:

$$(1 \text{ mRad/hr.} = 5000 \text{ ccpm}) \quad \text{uCi/cc} = \frac{\text{ccpm} * 4.5\text{E-}07 \text{ uCi/dpm}}{\text{VOL (FT}^3\text{)} * 2.832\text{E+}4 \text{ (CC/FT}^3\text{)} * \text{EFF (0.10)}}$$

ATTACHMENT 7
Page 1 of 1

**CONVERSION TABLE OF CORRECTED
COUNTS PER MIN TO uCi/cc I-131**

ccpm	uCi/cc	THY. COMMITTED DOSE EQUIVALENT (mRem/INHALATION hr)
1.13E+01	1.00E-08	1.30E+01
2.26E+01	2.00E-08	2.60E+01
5.65E+01	5.00E-08	6.50E+01
7.92E+01	7.00E-08	9.10E+01
1.13E+02	1.00E-07	1.30E+02
2.26E+02	2.00E-07	2.60E+02
5.65E+02	5.00E-07	6.50E+02
7.92E+02	7.00E-07	9.10E+02
1.13E+03	1.00E-06	1.30E+03
2.26E+03	2.00E-06	2.60E+03
5.65E+03	5.00E-06	6.50E+03
7.92E+03	7.00E-06	9.10E+03
1.13E+04	1.00E-05	1.30E+04
2.26E+04	2.00E-05	2.60E+04
3.40E+04	3.00E-05	3.90E+04
4.53+E04	4.00E-05	5.20E+04

EQUATIONS:

$$\frac{\text{corrected counts per minute (ccpm)}}{(\text{detector efficiency})(\text{collection efficiency})(\text{conversion factor - dpm to uci})(\text{volume - cubic ft.})(\text{conversion factor - cc to cubic ft.})}$$

WHERE:

- | | | |
|----------------------------|---|-----------------------|
| 2.00E-03 ccpm/dpm | = | DETECTOR EFFICIENCY |
| 90% (0.90) | = | COLLECTION EFFICIENCY |
| 2.22E+06 dpm/uCi | = | CONVERSION FACTOR |
| 10 Cubic Feet | = | VOLUME |
| 2.832E+04 cc to Cubic Feet | = | CONVERSION FACTOR |

uCi/cc * Dose Rate Conversion Factor (DRCF) = mRem/Inhalation hr.

WHERE:

1.30E+09 mRem/uCi/cc/hr In Accordance With Dose Rate Conversion Factor (DRCF) from EPA 400.

ATTACHMENT 8

Page 1 of 4

FIELD MONITORING TEAM RESPONSIBILITIES AND DIRECTIONS

1.0 FIELD MONITORING TEAMS

1.1 The Field Monitoring Teams Should Perform The Following:

1.1.1 CHECK the seals on Field Monitoring Kits. _____

A. PERFORM an inventory of kits IAW Attachment 3, Field Monitoring Equipment Checklist, if seals are broken. _____

NOTE

A satisfactory response check would be an upscale response of the instrument when on the lowest scale.

B. PERFORM a response check on instruments, even if the Field Monitoring Kits are intact. _____

1.1.2 OBTAIN a Dimension (DID) or Centrex telephone number for the OTC. _____

1.1.3 OBTAIN the emergency vehicle keys from: _____

- The Administration Support Manager. _____
- The EOF Security Guard. _____
- The EOF Red Key Lock Box. _____

1.1.4 OBTAIN an operable radio from the radio operator. _____

1.1.5 READ Attachment 10, Package Insert for Thyro-Block Tablets, and SIGN Form – 5, KI Side Effects/Administration Sign Off Form. _____

1.1.6 RECEIVE a briefing from: _____

A. The OTC/FTC, if available. _____

B. The RPS-Offsite, if the OTC/FTC, is not available. _____

ATTACHMENT 8

Page 2 of 4

- 1.1.7 ZERO SRDs, or electronic dosimeters, as appropriate.
- 1.1.8 COMPLETE the applicable information on Form - 3, Dosimetry Log.
- 1.1.9 IF the OTC/FTC is available, THEN give the completed Form 3 to the OTC.
- 1.1.10 IF the OTC/FTC is not available, THEN transmit the information on Form 3 to the RPS-Offsite [located in the TSC (HC X3468 or SA X2702)]
- 1.1.11 LOAD the Offsite Field Monitoring Team Kits into the Emergency Vehicle.

NOTE

Lead blankets and respirators are not stored in the Offsite Field Monitoring Team Kits. The Forms Kits are stored in the same location as the Offsite Field Monitoring Team Kits, but not in the actual kits.

- 1.1.13 Load lead blankets and respirators.
- 1.1.14 PERFORM a radio and a telephone check from the emergency vehicle. The radio should be on frequency 4. Frequency 1 should be used to contact the Onsite Field Monitoring Teams.
- 1.1.15 INFORM the OTC/FTC, or the RPS-Offsite if he has control of the Field Team, if the Emergency Vehicle's gas gauge indicates < 1/2 full prior to going into the field and at any time while in the field.

2.0 DIRECTIONS

NOTE

- The Offsite Field Monitoring Team should provide input to the OTC/FTC or the RPS-Offsite as they think necessary, concerning sampling and moving to other than assigned locations due to radiological or meteorological conditions.
- The Offsite Field Monitoring Team members should report conflicting radiological or meteorological conditions to the OTC/FTC or RPS-Offsite, AS SOON AS POSSIBLE.

ATTACHMENT 8**Page 3 of 4****2.1 Offsite Field Monitoring Team Should Follow The Directions Listed Below:**

- 2.1.1 REFER to Attachment 9, Offsite Field Monitor Locations, or the EPZ Atlas, for Offsite Field Monitoring Locations.
- 2.1.2 CONTACT with the OTC/FTC should be maintained at least every 30 minutes.
- 2.1.3 ENSURE Ground/General Area and Open/Closed window readings are taken at every sampling location sent to by the OTC/FTM.
- 2.1.4 ENSURE all air samples are a total of 10 cubic feet taken at a flow rate not to exceed 2 cfm, unless otherwise directed by the OTC/FTC or RPS-Offsite, if applicable.
- 2.1.5 PURGE the Iodine Cartridge in low background areas outside the plume.
- 2.1.6 COUNT all samples in low background areas outside the plume.
- 2.1.7 MONITOR dose rates and check dosimetry upon entering and exiting the plume.
- 2.1.8 USE proper contamination controls to prevent cross contamination of samples and to prevent contamination of instruments.
- 2.1.9 STORE all samples in the back corner of emergency vehicle and cover with the lead blanket.
- 2.1.10 PERFORM a cursory survey of all Field Team members and the inside and outside of the vehicle, at present field location, when told to return to the EOF.
- 2.1.11 REPORT back results.
- 2.1.12 CONTACT the OTC/FTC, upon returning to the EOF, and remain in the vehicle, until directed otherwise.

ATTACHMENT 8
Page 4 of 4

3.0 **RECOVERY**

3.1 **Perform the Following at the End of a Real Event, Drill, or Exercise:**

3.1.1 PERFORM and replenish and Offsite Field Monitoring Team Kits to ensure kits are kept in a ready mode NC.EP-AP.ZZ-1006(Z), Emergency Preparedness Inventory Radiation Protection, at the termination of a drill/exercise, or a real emergency. _____

3.1.2 PERFORM response checks on the instruments used. If instrument(s) fails a response check, inform the OTC/FTC, or RPS-Offsite if he has control of the Field Team . _____

3.1.3 ENTER initials and badge number on the tie wrap labels. _____

ATTACHMENT 9

Page 1 of 17

OFFSITE EMERGENCY MONITORING LOCATIONS

NOTE

The following pages of this Attachment include Offsite Emergency Monitoring Stations for New Jersey and Delaware. The descriptions and directions to each of the locations are contained in this attachment. Most monitoring points are situated at intersections, end of roads or landmarks. In addition, many points are identified by symbols painted on utility poles. These symbols consist of 2 to 5 letters or numerals (ENE4, etc.) painted in green above 3 orange circles arranged in a triangle. All distances are approximate.

<u>LOCATION</u>	<u>MILE</u>	<u>AZIMUTH</u>	<u>DESCRIPTION</u>
N7	5.8	6.5°	Drive 1.6 miles North on Hancocks Bridge Road from the Hancocks Bridge intersection. Turn left onto Ft. Elfsborg Road proceed 3.5 miles to curve at the intersection of Road 624 and 625. The marked pole at the intersection is the monitoring location.
N10	9.6	355.5°	Drive 3.5 miles North on Route 49 from the town of Salem until you reach Lighthouse Road. Turn left onto Lighthouse Road and proceed 2 miles to Fort Mott Road. Turn left onto Fort Mott Road. Proceed 1.5 miles to the end of the road. The marked pole at the end of the road is the monitoring location.
N20	10.5	10°	Drive 3.8 miles North on Route 49 from the town of Salem you reach Richmans Dairy. The monitoring location is located in front of the restaurant.

ATTACHMENT 9

Page 2 of 17

<u>LOCATION</u>	<u>MILE</u>	<u>AZIMUTH</u>	<u>DESCRIPTION</u>
NNE7	5.8	21°	Drive 1.6 miles North on Hancocks Bridge Road from the Hancocks Bridge Intersection. Turn left onto Ft. Elfsborg Road and proceed 2.2 miles to Amwellbury Road. The marked pole at this intersection is the monitoring location.
NNE8	6.4	11°	Drive 1.6 miles North on Hancocks Bridge Road from the Hancocks Bridge intersection. Turn left onto Ft. Elfsborg Road and proceed 4.2 miles to Country Club Road. The marked pole at the intersection is the monitoring location.
NNE10	8.7	25°	Drive North on Market Street 0.3 miles from the town of Salem. Turn left onto Hancock Avenue and proceed to the end of the Avenue. The marked pole located 50 feet around the corner is the monitoring location.
NNE10a	7.4	26.5°	Drive 0.8 miles South on Walnut Street from East Broadway, to the New Salem High School. The marked pole across the street from the school is the monitoring location.
NNE10b	7.3	10°	Drive 1.6 miles North from the Hancocks Bridge intersection, towards the town of Salem on Hancocks Bridge Road. Turn left onto Ft. Elfsborg Road and proceed 4.3 miles to Sinnickson Landing Road. Turn left and proceed 1.5 miles. After crossing a bridge, the monitoring locations on the left prior to the first house on the right.

ATTACHMENT 9

Page 3 of 17

<u>LOCATION</u>	<u>MILE</u>	<u>AZIMUTH</u>	<u>DESCRIPTION</u>
NNE20	10.3	28°	Drive North 2.6 miles on Market Street to the Memorial Hospital of Salem County. The marked pole located in front of the hospital is the monitoring location.
NE4	3.8	50.5°	Drive 0.5 miles North from Hancocks Bridge intersection toward the town of Salem. Turn left onto Front Street, which will become Poplar Street. Front Street is the last street before the bridge. Proceed to the gate located at the end of the road. The marked concrete pole located at the gate is the monitoring location.
NE5	4.1	52°	Drive 0.5 miles North from the Hancocks Bridge intersection toward the town of Salem. Turn left onto Front Street, which will become Poplar Street. Front Street is the last street before the bridge. Proceed 0.9 miles to a farm with a large white and green barn. The marked pole across the street from the farm is the monitoring location.
NE7	5.1	55°	Drive 0.2 miles North from the Hancocks Bridge intersection to the Lower Alloways Creek Municipal Building. The monitoring location is across the street from the Municipal Building on a pole south of the post office.

ATTACHMENT 9

Page 4 of 17

<u>LOCATION</u>	<u>MILE</u>	<u>AZIMUTH</u>	<u>DESCRIPTION</u>
NE7a	5.8	40.5°	Drive 1.7 miles North from the Hancocks Bridge intersection toward the town of Salem to the intersection of Hancocks Bridge and Quinton Road and Salem/Hancock Bridge Road. The marked pole is the monitoring location.
NE10	8.8	48.5°	Drive 3.5 miles east from the town of Salem on Route 49 to the intersection of Routes 49 and 581. This is a stoplight located in Quinton. Turn left onto Route 581 and proceed 0.2 miles to the Waterworks Road intersection. The marked pole at this intersection is the monitoring location.
NE20	10.8	45°	Drive East 3.8 miles on Grant Street in the town of Salem to Clancy Road. (Grant Street turns into Quaker Neck Road). The marked pole located at the Clancy Road intersection is the monitoring location.
ENE4	3.7	75°	Drive 3.5 miles on the access road from the Salem and Hope Creek Generating Stations. Located on the west side of the road is an air sampler. The monitoring location is located at the air sampler.
ENE5	4.1	62.5°	Drive 4.0 miles from the Salem and Hope Creek Generating Stations, to the intersection of Grosscup Road. The marked pole located at the Grosscup Road intersection is the monitoring point location.
ENE5a	4.1	62.5°	Drive 4.8 miles from the Salem and Hope Creek Generating Stations, to the intersection of Grosscup Road. The marked pole located at the Grosscup Road intersection is the monitoring point location.

ATTACHMENT 9

Page 5 of 17

<u>LOCATION</u>	<u>MILE</u>	<u>AZIMUTH</u>	<u>DESCRIPTION</u>
ENE7	5.9	65°	Drive 6.8 miles from the Salem and Hope Creek Generating Stations to the Harmersville intersection. The stoplight located at the LAC General Store
ENE10	8.6	68°	Drive 6.8 miles from the Salem and Hope Creek Generating Stations to the Harmersville intersection. The stoplight located at the LAC General Store is the Harmersville intersection. Proceed straight through the stop light and bear to the left. This should be Harmersville/Peck Corner Cohansey Road. Proceed 2.6 miles to the intersection of Jericho Road. The marked pole at this intersection is the monitoring location.
ENE20	10.5	73°	Drive 6.8 miles from the Salem and Hope Creek Generating Stations to the Harmersville intersection. The stoplight located at the LAC General Store is the Harmersville intersection. Proceed straight through the stop light and bear to the left. This should be Harmersville/Peck Corner Cohansey Road. Proceed 4.5 miles to the intersection of Route 49. The monitoring location is at this intersection.

ATTACHMENT 9

Page 6 of 17

<u>LOCATION</u>	<u>MILE</u>	<u>AZIMUTH</u>	<u>DESCRIPTION</u>
E1	0.9	106°	The fork in the Access Road between the Salem and Hope Creek Generating Stations. Located on pole to the right of air sampler.
E4	3.5	86°	Drive 3.3 miles from the Salem and Hope Creek Generating Stations, down the Access Road to the sharp bend. The monitoring location is at the sharp bend on the gantry pole.
E4a	3.5	88°	Drive 3.1 miles from the Salem and Hope Creek Generating Stations, down the Access Road to the sharp bend. The monitoring location is at the sharp bend on the gantry pole.
E7	6.5	85.5°	Drive 6.8 miles from the Salem and Hope Creek Generating Stations to the Harmersville intersection. The stoplight located at the LAC General Store is the Harmersville intersection. Proceed straight through the stop light and bear to the left. This should be Harmersville/Pecks Corner Cohansey Road. Turn right onto Canton Road and proceed 3 miles to Frogg Ocean Road. The marked pole located at this intersection is the monitoring location.
E10	6.5	90.0°	Drive 6.8 miles from the Salem and Hope Creek Generating Stations to the Harmersville intersection. The stoplight located at the LAC General Store is the Harmersville intersection. Proceed straight through the stop light and bear to the left. This should be Harmersville/Pecks Corner Cohansey Road. Turn left onto Buckhorn Rd and proceed 4.5.
E20	12.6	91°	Drive 12.5 miles East, from the town of Salem, on Route 49 to the intersection of East/West Roadstown Road. The marked pole at this intersection is the monitoring location.

ATTACHMENT 9

Page 7 of 17

<u>LOCATION</u>	<u>MILE</u>	<u>AZIMUTH</u>	<u>DESCRIPTION</u>
ESE7	6.4	104°	Drive 6.8 miles from the Salem and Hope Creek Generating Stations to the Harmersville intersection. The stoplight located at the LAC General Store is the Harmersville intersection. Turn right onto Canton Road and proceed 3.7 miles to Long Bridge Road. Turn right and proceed 1.6 miles to the end of the road. Turn left onto Stow Neck Road and proceed 0.3 miles. The marked pole on is the monitoring location.
ESE10	8.1	103°	Drive 6.8 miles from the Salem and Hope Creek Generating Stations to the Harmersville intersection. The stoplight located at the LAC General Store is the Harmersville intersection. Turn right onto Canton Road and proceed 5.2 miles to the intersection of Gum Tree Corner. The monitoring location is at this intersection.
ESE20	11.3	118°	Drive 6.8 miles from the Salem and Hope Creek Generating Stations, to the Harmersville intersection. The stoplight located at the LAC General Store is the Harmersville intersection. Turn right onto Canton Road and proceed 3.4 miles to the end of the road. Turn left onto Bacon's Neck Road and proceed 0.3 miles to Market Road. The marked pole located at this intersection is the monitoring location.

ATTACHMENT 9

Page 8 of 17

<u>LOCATION</u>	<u>MILE</u>	<u>AZIMUTH</u>	<u>DESCRIPTION</u>
SE10	8.8	129°	Drive 6.8 miles from the Salem and Hope Creek Generating Stations to the Harmersville intersection. The stoplight located at the LAC General Store is the Harmersville intersection. Turn right onto Canton Road and proceed 5.2 miles to Gum Tree Corner and bear right onto Gum Tree Corner. Proceed 3.4 miles to the end of the road. Turn right onto Bacon's Neck Road and proceed 0.6 miles until you reach Tindull Island Road. Turn left and proceed 0.2 miles until you reach Bayside Road. Turn left and proceed 2.0 miles to the fork in the road. Take the right fork and proceed to the end of the road. The marked pole located at the end of the road is the monitoring location.
SE20	11.4	125°	Drive 6.8 miles from the Salem and Hope Creek Generating Stations to the Harmersville intersection. The stoplight located at the LAC General Store is the Harmersville intersection. Turn right onto Canton Road and proceed 5.2 miles to Gum Tree Corner and bear right onto Gum Tree Corner. Proceed 3.4 miles to the end of the road. Turn right onto Bacon's Neck Road and proceed 0.6 miles until you reach Tindull Island Road. Turn left and proceed 1.5 miles to Ragged Island Road. Turn left and proceed to the end of the Road. The pole marked at the end of the road is the monitoring location.

ATTACHMENT 9

Page 9 of 17

<u>LOCATION</u>	<u>MILE</u>	<u>AZIMUTH</u>	<u>DESCRIPTION</u>
SSE10	9.7	159°	Drive to the Delaware Memorial Bridge and proceed 30 miles on Rte 13 South to Rte 6. Turn left onto Rte 6 and proceed 8.0 miles to the end of the road. The monitoring location is at the end of the road at Wood-land Beach on a telephone pole on the beach.
S5	4.2	187°	Drive to the Delaware Memorial Bridge and proceed 18 miles on Rte 13 South to Odessa. Turn left onto Main St/Rte 299 and proceed 6 miles South to Rd 453.(Rte 299 turns into Rte 9 and Rd 453 is also known as Cedar Swamp Rd). Turn left onto Rd 453 and proceed 2.8 miles to the end of the road. The monitoring location is at the end of the road on a concrete barrier.
S7	6.3	179.5°	Drive to the Delaware Memorial Bridge and proceed 18 miles on Rte 13 South to Odessa. Turn left onto Main St/Rte 299 and proceed South 9 miles to Rd 491.(Rte 299 turns into Rte 9). Proceed 1.5 miles on Rd 491 to the intersection. Monitoring location is at this intersection.
S10	9.1	177°	Drive to the Delaware Memorial Bridge and proceed 30 miles on Rte 13 South to Rte 6. Turn left onto Rte 6 and proceed 5.2 miles to Rte 9. Turn left on Rte 9 and proceed 1.8 miles to Rd 321. The monitoring location is at this intersection.

ATTACHMENT 9

Page 10 of 17

<u>LOCATION</u>	<u>MILE</u>	<u>AZIMUTH</u>	<u>DESCRIPTION</u>
SSW4	3.9	203°	Drive to the Delaware Memorial Bridge and proceed 18 miles on Route 13 South to Odessa. Turn left onto Main Street/Route 299 and proceed South 6 miles to Road 453. (Route 299 turns into Route 9 and Road 453 is also known as Cedar Swamp Road). Turn left onto Road 453 and proceed 2.0 miles, the monitoring locations is on the left side of the road.
SSW7	5.6	198.5°	Drive to the Delaware Memorial Bridge and proceed 18 miles on Route 13 South to Odessa. Turn left onto Main Street/Route 299 and proceed 9 miles to Road 454. (Route 299 turns into Route 9 and Road 454 is also known as Saw Mill Branch Road). The monitoring location is at this intersection.
SSW10	9.1	203.5°	Drive to the Delaware Memorial Bridge and proceed 24 miles on Route 13 South to Road 469. (Road 469 is also known as Black Diamond Road). Turn left onto Road 469 and proceed 2 miles to Road 30 and 45. The monitoring location is at this intersection.
SSW20	11.6	199°	Drive to the Delaware Memorial Bridge and proceed 30 miles on Route 13 south to Route 6 in Symra. The monitor location is at this intersection in the back of "Wendy's" parking lot.

ATTACHMENT 9

Page 11 of 17

<u>LOCATION</u>	<u>MILE</u>	<u>AZIMUTH</u>	<u>DESCRIPTION</u>
SW5	4.9	216°	Drive to the Delaware Memorial Bridge and proceed 18 miles on Route 13 South to Odessa. Turn left onto Main Street/Route 299 and proceed 6 miles to Road 453. (Route 299 turns into Route 9 and Road 453 is also known as Cedar Swamp Road). The monitoring location is on the pole in the front of light house.
SW7	6.0	235°	Drive to the Delaware Memorial Bridge and proceed 18 miles on Route 13 South to Odessa. Turn left onto Main Street/Route 299 and proceed 3.5 miles to Road 452. (Route 299 turns into Route 9 and Road 452 is also known as Fieldsboro Road). The monitoring location is at this intersection in the island.
SW10	9.0	230°	Drive to the Delaware Memorial Bridge and proceed 22 miles on Route 13 South to the intersection of Route 71. The monitoring location is at this intersection on the south side of Route 13 at the 2nd right of triangle.
SW20	12.3	225°	Drive to the Delaware Memorial Bridge and proceed 22.5 miles on Route 13 south to Road 471. Turn right onto Road 471 proceed 3 miles to Route 15. (Road 471 is also known as Blackbird Forest Road and Route 15, Road 47 and Vandyke Greenspring Road). Turn right and drive 1.1 miles to Dexter Corner. The monitoring location is at this intersection on pole with adjacent junction box on the North East corner.

ATTACHMENT 9

Page 12 of 17

<u>LOCATION</u>	<u>MILE</u>	<u>AZIMUTH</u>	<u>DESCRIPTION</u>
WSW5	4.4	255°	Drive to the Delaware Memorial Bridge and proceed 18 miles on Route 13 South to Odessa. Turn left onto Main Street/Route 299 and proceed 2.6 miles to road 440. (Route 299 turns into Route 9. Proceed North on Route 9. Road 440 is also known as Thomas Landing Road). Turn right onto Road 440 and drive 0.8 miles to the end of the paved road. Monitoring location is at the end of the paved road.
WSW5a	4.2	263°	Drive to the Delaware Memorial Bridge and proceed 9 miles on Rte 13 South to Rte 72. Turn left onto Rte 72 and proceed 11.5 miles to the bridge over the Appoquinimink River. (Rte 72 turns into 9). You will pass W5 monitoring location on the North side of the bridge. Drive 0.5 miles to the monitoring location.
WSW7	6.0	252°	Drive to the Delaware Memorial Bridge and proceed 9 miles on Rte 13 South to Odessa. Monitoring location is at the Intersection of Rt 299 and Rt 9.
WSW10	9.4	239°	Drive to the Delaware Memorial Bridge and proceed 20 miles on Route 13 South to Road 25. (Road 25 is also known as Pine Tree Road). Turn right onto Road 25 and proceed 1.8 miles to the Townsend Elementary School. The monitoring location is at the school.

ATTACHMENT 9

Page 13 of 17

<u>LOCATION</u>	<u>MILE</u>	<u>AZIMUTH</u>	<u>DESCRIPTION</u>
WSW20	11.0	242°	Drive to the Delaware Memorial Bridge and proceed 20 miles on Rte 13 South to Rd 25. (Rd 25 is also known as Pine Tree Rd). Turn right and proceed 3.0 miles to Rd 459. (Rd 459 is also known as Grears Corner Rd). The monitoring location is at this intersection.
W5	4.2	271.5°	Drive to the Delaware Memorial Bridge and proceed 9 miles on Rte 13 South to Rte 72. Turn left onto Rte 72 and proceed 11.5 miles to the bridge over the Appoquinimink River. (Rte 72 turns into 9). The monitoring location is on the North side of the bridge.
W7	6.6	264.5°	Drive to the Delaware Memorial Bridge and proceed 18 miles on Rte 13 South to Odessa. Turn left onto Main St/Rte 299. The Monitoring location is at this intersection at the Delaware State Police Station.
W10	9.9	263.5°	Drive to the Delaware Memorial Bridge and proceed 18 miles on Rte 13 South to Odessa. Go West on Rte 299 and proceed 3 miles to Middletown. Turn right onto S. Broad St/Rte 71. The monitoring location is at Middletown National Guard Armory.
W20	11.2	261.5°	Drive to the Del. Memorial Bridge and proceed 18 miles on Rte 13 South to Odessa. Turn right onto Main St/Rte 299 and proceed 4.5 miles through Middletown to Road 10 (Levels Road). The monitoring location is at the intersection.

ATTACHMENT 9

Page 14 of 17

<u>LOCATION</u>	<u>MILE</u>	<u>AZIMUTH</u>	<u>DESCRIPTION</u>
WNW4	3.4	294°	Drive to the Delaware Memorial Bridge and proceed 9 miles on Rte 13 South to Rte 72. Turn left onto Rte 72 and proceed to Belts Rd.(Rte 72 turns into Rte 9). Turn left onto Belts Rd and proceed to the "T" in the road. Turn right on New Road South to the lighthouse gate. The monitoring location is at the gate.
WNW5	4.0	295°	Drive to the Delaware Memorial Bridge and proceed 9 miles on Rte 13 South to Rte 72. Turn left onto Rte 72 and proceed 10 miles to a sharp 90 curve to the left.(Rte 72 turns into Rte 9). The monitoring location is on the North side of the road.
WNW7	6.7	291.5°	Drive to the Delaware Memorial Bridge and proceed 14.5 miles on Rte 13 South to Rd 420 (Rd 420 is also known as Pole Bridge Rd). Turn left at light. The monitoring location is in the WAWA parking lot.
WNW10	8.5	288.5°	Drive to the Delaware Memorial Bridge and proceed 14.5 miles on Rte 13 South to Rd 15. Turn right onto Rd 15 and proceed 1.8 miles to Rd 413. (Rd 15 is also known as Boyds Corner Rd and Rd 413 is also known as Jamison Corner Rd). The monitoring location is at the intersection.

ATTACHMENT 9

Page 15 of 17

<u>LOCATION</u>	<u>MILE</u>	<u>AZIMUTH</u>	<u>DESCRIPTION</u>
WNW20	10.4	292.5°	Drive to the Delaware Memorial Bridge and proceed 14.5 miles on Rte 13 South to Rd 15. Turn right onto Rd 15 and proceed 3.5 miles to Rte 896 /301.(Rd 15 is also known as Boyds Corner Rd).Turn right onto Rte 896 /301 and proceed 1 mile to the Summit Airport. The monitoring location is at the Summit Airport next to a ditch full of large rocks.
NW4	3.8	319.5°	Drive to the Del. Memorial Bridge & proceed 9 miles on Rte 13 South to Rte 72. Turn left onto Rte 72 & proceed 8.5 miles to Augustine Bch. (Rte 72 turns into Rte 9). The monitoring location is at Augustine Bch adjacent to sign.
NW7	5.4	312°	Drive to the Del. Memorial Bridge & proceed 14.5 miles on Rte 13 South to Rd 420 (Pole Bridge Road at Boyds Corner). Turn left onto Rd 420 & proceed 2.5 miles to the intersection of Rd 420 and Rd 2 (Port Penn Road). The monitoring location is at this intersection.
NW10	8.4	312°	Drive to the Del. Memorial Bridge & proceed 11 miles on Rte 13 South to St. Georges Bridge. The monitoring location is on the pole prior to the last exit before going onto the bridge.
NW20	11.5	310°	Drive to the Del. Memorial Bridge & proceed 6 miles on Rte 13 South to Rte 71 (Red Lion Road). Bear right onto Rte 71 & proceed 4.5 miles to the intersection of Rd 409. (Rd 409 is also known as Kirkwood St. Georges Rd). The monitoring location is on the south side of RR tracks next to RR signal.

**ATTACHMENT 9
PAGE 16 OF 17**

<u>LOCATION</u>	<u>MILE</u>	<u>AZIMUTH</u>	<u>DESCRIPTION</u>
NNW5	4.0	328°	Drive to the Del. Memorial Bridge & proceed 9 miles on Rte 13 South to Rte 72. Turn left onto Rte 72 and proceed 7.5 miles to the small bridge just south of Port Penn.(Rte 72 turns into Rte 9.) Turn left just prior to the bridge (Fishers Wharf Road) & proceed 0.2 miles to the end of the road. The monitoring location is at the end of the road in front of the sewage plant where an air sampler is located. (NOTE: Map location is wrong. Correction location is about one inch south on map on Rte. 9).
NNW7	5.2	332.5°	Drive to the Delaware Memorial Bridge and proceed 9 miles on Route 13 South to Route 72. Turn left onto Route 72 and proceed 6.5 miles to Thorntown Road intersection.(Route 72 turns into Route 9. The monitoring location is on the river side at this intersection at the entrance to the Port Penn Trail.
NNW10	7.8	342°	Drive to the Delaware Memorial Bridge and proceed 9 miles on Route 13 South to Route 72. Turn left onto Route 72 and proceed 4 miles to Delaware City.(Route 72 turns into Route 9). Cross over the small bridge and turn right at the first road.(Follow the signs to the Delaware National Armory/Governor Bacon Health Center). Turn left at the first road and proceed 0.4 miles to the end of the road. The monitoring location is in the front of the DNREC Operations Center, East of blue garage.

ATTACHMENT 9
PAGE 17 OF 17

<u>LOCATION</u>	<u>MILE</u>	<u>AZIMUTH</u>	<u>DESCRIPTION</u>
NNW20	12.3	331°	From Delaware Memorial Bridge take Route 13 South (Delaware) 7.6 miles to Bear-Tybouts Road and make a left. The monitoring point is at the North East Corner of Park & Ride at the light.

ATTACHMENT 10

Page 1 of 2

PACKAGE INSERT FOR THYRO-BLOCK TABLETS**1.0 HOW POTASSIUM IODIDE WORKS**

- Certain forms of iodine help your thyroid gland work right. Most people get the iodine they need from foods, like iodized salt or fish. The thyroid can "store" or hold only a certain amount of iodine.
- In a radiation emergency, radioactive iodine may be released in the air. This material may be breathed or swallowed. It may enter the thyroid gland and damage it. The damage would probably not show itself for years. Children are most likely to have thyroid damage.
- If you take potassium iodide, it will fill your thyroid gland. This reduces the chance that harmful radioactive iodine will enter the thyroid gland.

2.0 WHO SHOULD NOT TAKE POTASSIUM IODIDE

The following persons should **NOT** take potassium iodide (KI) are:

- People allergic to iodide (you may take potassium iodide if you are taking medications for a thyroid problem such as a thyroid hormone or anti thyroid drug).

3.0 HOW AND WHEN TO TAKE POTASSIUM IODIDE

Potassium Iodide should be taken as soon as possible after being directed to. You should take one dose every 24 hours. More will not help you because the thyroid can "hold" only limited amounts of iodine. Larger doses will increase the risk of side effects. You will probably be told not to take the drug for more than ten days.

4.0 SIDE EFFECTS

- Usually, side effects of potassium iodide happen when people take higher doses for a long time. You should be careful not to take more than the recommended dose or take it for longer than you are told. Side effects are unlikely because of the low dose and the short time you will be taking the drug.

ATTACHMENT 10**Page 2 of 2**

- Possible side effects include skin rashes, swelling of the salivary glands, and "iodine" (metallic taste, burning mouth and throat, sore teeth and gums, symptoms of a head cold, and some times stomach upset and diarrhea).
- A few people have an allergic reaction with more serious symptoms. These could be fever and joint pains, or swelling of parts of the face and body and at times severe shortness of breath requiring immediate medical attention.
- Taking iodine may rarely cause overactivity of the thyroid gland, underactivity of the thyroid gland or enlargement of the thyroid gland (goiter).

5.0 WHAT TO DO IF SIDE EFFECTS OCCUR

If the side effects are severe or if you have an allergic reaction, stop taking potassium iodide and call a doctor.

FORM – 1

Page 1 of 1

OFFSITE CALCULATIONS FORM

1.0 Offsite Calculations Form

Person Performing Calculations : _____ / _____ Date: _____
 (Print/Sign)

- 1.1. Go to Section 2.0 of Attachment 4 for data to perform calculations.
- 1.2. Subtract step 2.1.6 from step 2.1.5 and Multiply that value by the beta correction factor of 5 for the mRad/hr and record below:
 _____ mRad/hr.
 (Gen. Area)
- 1.3. Subtract step 2.1.8. from step 2.1.7 and multiply that value by the beta correction factor of 5 for the mRad/hr.and record below:
 _____ mRad/hr.
 (Ground)
- 1.4. Subtract step 2.1.11 from step 2.1.12 for the corrected counts per minute (ccpm) for particulate samples and record below:
 _____ ccpm.
- 1.5. Calculate the particulate uCi/cc IAW Attachment 5, Air Activity vs. Count Rate Table, or IAW Attachment 6, Air Activity vs. Dose Rate Table and record below:
 _____ uCi/cc.
- 1.6. Subtract step 2.1.13 from step 2.1.14 for the corrected counts per minute (ccpm) for iodine samples and record below:
 _____ ccpm.
- 1.7. Calculate the iodine uCi/cc IAW Attachment 7, Direct Conversion Per Minute to uCi/cc for I-131 and record below:
 _____ uCi/cc.

FORM - 5

Page 1 of 2

KI SIDE EFFECTS/ADMINISTRATION SIGN OFF FORM

AUTHORIZED BY: _____

ADMINISTERED BY: _____

My signature indicates that I have read and understand Pages 1 & 2 of Attachment 10, Package Insert For Thyroid-Block Tablets.

PRINT NAME	SOCIAL SEC. NO.	INDIVIDUAL'S SIGNATURE	DATE/TIME	COMMENTS

FORM - 6

Page 1 of 3

FIELD MONITORING TEAM BRIEFING FORM

1.0 TEAM BRIEFING FORM

OTC/FTC _____ / _____ / _____
(PRINT) (SIGN) (DATE)

Event Classification/Time: _____ / _____

Plant Conditions: _____

Wind Direction: (Expected Plume Direction)

• From: _____ (Degrees) To: _____ (Degrees)

• From: _____ To: _____

Specific Monitoring Location(s) (If Applicable)

• From: _____ To: _____
(Landmarks if Applicable)

Initial Areas or Locations To Be Surveyed: (Refer to Onsite
Emergency Monitoring Locations Map or 10 Mile EPZ map located
in the Field Monitoring Kit, as appropriate).

Wind Speed: _____ (MPH)

FORM - 6
Page 2 of 3

Protective Clothing Requirements: _____

NOTE
Ensure Field Monitoring Team members are respirator qualified prior to instructing them to wear respirators.

Respiratory Protection Requirements: _____

Additional Specific Radiological Concerns: _____

Phonetic Alphabet Name for Offsite Team Leader and Members of the Field Monitoring Team:

- **Alpha Team:** Name of Team Leader: _____
Name of Team Member: _____

- **Bravo Team:** Name of Team Leader: _____
Name of Team Member: _____

- **Charlie Team:** Name of Team Leader: _____
Name of Team Member: _____

USE CATEGORY: II

REVISION SUMMARY:

Biennial Review Yes No

Removed reference to Emergency Preparedness Advisor (EPA) throughout the procedure.

Removed reference to EPIP 1007, which is deleted.

Typographic changes were made.

Instructions regarding food storage bins have been added.

Revised reference to Manager – EP & IT to EP Manager throughout the procedure.

Reference to implement facility restoration desktop guide.

Revised EOF Shift Relief Staffing Chart (Attachment 4) to reflect ERO changes.

IMPLEMENTATION REQUIREMENTS

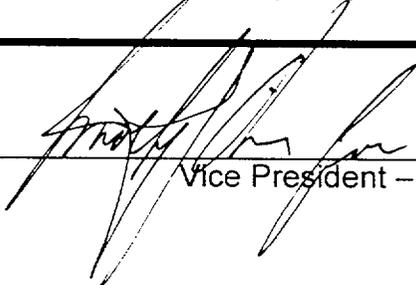
Effective Date: 2/6/02.

APPROVED:


Emergency Preparedness Manager

1-29-02
Date

APPROVED:


Vice President – Operations

1-29-02
Date

ADMINISTRATIVE SUPPORT - EOF

TABLE OF CONTENTS

<u>Section</u>	<u>Title</u>	<u>Page</u>
1.0	PURPOSE	3
2.0	PREREQUISITES	3
3.0	PRECAUTIONS AND LIMITATIONS.....	3
	3.1 Emergency Staffing / Relief	3
	3.2 Emergency Documentation / Records Control.....	3
4.0	EQUIPMENT REQUIRED	3
5.0	PROCEDURE.....	4
	5.1 Administrative Support Manager/Staff	4
	5.2 Prior to Activation of Facility.....	4
	5.3 Post Activation of Facility	6
	5.4 Emergency Callout System Instructions - Initial Staffing.....	7
	5.5 Emergency Callout System Instructions - Unfilled Positions Only	8
	5.6 Emergency Callout System Instructions - Shift Relief	9
	5.7 Event Termination/Closeout.....	10
6.0	RECORDS.....	10
7.0	REFERENCES	10
	7.1 References	10
	7.2 Cross References	10

ATTACHMENTS

Attachment 1 (Support Items List) 11
Attachment 2 (IT Support Supervisor Checklist)..... 12
Attachment 3 (Emergency Operations Facility Layout)..... 13
Attachment 4 (EOF Shift Relief Schedule/Manning Chart) 14
Attachment 5 (Emergency Callout Instructions)..... 15

FORMS

Form-1 (Telecopy Log Form NC.EP-EP.ZZ-0701-1) 16

1.0 PURPOSE

To provide direction for the emergency actions of the Administrative Support Manager (ASM) and Administrative Support Team in the Emergency Operations Facility (EOF).

2.0 PREREQUISITES

This procedure should be implemented:

- 2.1 Upon the discretion of the Emergency Response Manager (ERM).
- 2.2 Upon staffing of the Emergency Operations Facility (EOF)

3.0 PRECAUTIONS AND LIMITATIONS**3.1 Emergency Staffing / Relief**

- 3.1.1 The ASM, the Administrative Support Supervisor (ADMSS) in the Technical Support Center (TSC) and the Emergency News Center (ENC) Operations Supervisor in the ENC should coordinate the assessment and completion of minimum staffing of the Emergency Response Facilities (ERFs).
- 3.1.2 After completion of initial staffing, the ASM, ENC Operations Supervisor and ADMSS should begin to assess and arrange relief staffing in order to continue 24-hour minimum staffing of ERFs.

3.2 Emergency Documentation / Records Control

- 3.2.1 All written communications and documentation produced during an emergency are important for recording actions taken and reconstruction of events.
- 3.2.2 The ASM should ensure that EOF Administrative Support Team captures and controls all faxed material (both received and generated) throughout the emergency on Form 1 Telecopy Log Form .

4.0 EQUIPMENT REQUIRED

Telephones and Telecopiers
Reprographics Equipment
Stationery Supplies

5.0 **PROCEDURE**

5.1 **Administrative Support Manager/Staff**

5.1.1 **INITIATE AND MAINTAIN** a chronological log of activities and events. _____

5.1.2 **INFORM** Emergency Response Manager (ERM) of arrival and when prepared to assume functional duties. _____

5.1.3 **DIRECT** staff to verify operation of the following:

- Telephone lines _____
- Telecopiers _____
- Reprographics equipment _____

5.1.4 **DIRECT** the Information Technology (IT) Support Supervisor to implement Attachment 2 of this procedure. _____

5.1.5 **DIRECT** any communications, data transmission, and computer problems to the IT Support Supervisor for resolution. _____

5.1.6 **COORDINATE** mobilization of additional personnel at all Emergency Response Organization (ERO) locations as required. _____

5.2 **Prior to Activation of Facility**

5.2.1 **SET** the digital wall clock according to Safety Parameters Display System (SPDS) time (large screens). **SET** the clock in the Admin Support area. _____

5.2.2 **Cover** the clock in Conference Room 47. This clock cannot be set locally. _____

5.2.3 **RUN** test copy through copy machine **AND MAKE** copies of any data sheets found in telecopier tray for distribution. _____

5.2.4 **ENSURE** data sheets are properly date-stamped and initialed prior to distribution. _____

5.2.5 **RUN** telecopier test to ensure proper operation of equipment. _____

5.2.6 **DESIGNATE** Administrative Support Team members to perform the following duties: _____

- A. **PERFORM** telecopier and copy machines duties (i.e., receive and stamp incoming forms and make sufficient copies for distribution). _____
- B. **UTILIZE** Form 1, Telecopy Log, to keep track of all documents received and sent. _____
- C. **PLACE** a sequential log number on the Form 1 AND on the upper left-hand corner of each page of each form. _____
- D. **MAINTAIN** original as the record copy placed face down in the incoming basket in Admin Support work area, in sequential order. _____
- E. **DISTRIBUTE** copies to staff by placing a copy in each burgundy in-basket. _____
- F. **ASSIST** in updating key status boards and electronic status boards. _____
- G. **PLACE** signs (8) on outer parameters of the EOF locked doors, stating emergency/drill in progress. _____
- H. **OBTAIN** additional administrative supplies as needed from anywhere in the Nuclear Training Center (NTC). _____

5.2.7 **ESTABLISH** contact with the Administrative Support Supervisor (ADMSS) in the TSC and the ENC Operations Supervisor. _____

5.2.8 **DIRECT** Personnel Supervisor to perform the following: _____

- A. **LOCATE** the Emergency Callout System Staffing Report on the fax machine in your area. _____
- B. **REVIEW** the staffing report to ensure all response positions have been filled. Refer to Section 5.4 for additional instructions on Initial Staffing. _____

5.2.9 **IF** EOF area does not appear to be setup correctly, **THEN COORDINATE** area setup as per EOF layout in Attachment 3. _____

5.3 **Post Activation of Facility**

5.3.1 **IF** directed by ERM to initiate/plan-for shift relief, **THEN ESTABLISH** 24-hour personnel coverage (Two 12-hour shifts)/personnel recall for all Emergency Response Facilities (ERFs) as follows:

- **DIRECT** Personnel Supervisor to implement Section 5.6 Shift Relief **OR**
- **DIRECT** Personnel Supervisor to implement a manual callout, which may be used in place of the automated callout. EOF Shift Relief Schedule/Manning Chart, Attachment 4, may be used to aid in manning. Manual callout should be completed in accordance with Attachment 5, Emergency Callout Instructions. Assist/Coordinate manual callout with the ADMSS and ENC Operations Supervisor in performing a manual callout as needed for their reliefs.

5.3.2 **DESIGNATE** Administrative Support Team members to continue to perform the following duties:

- A. **PERFORM** telecopier and copy machines duties (i.e., receive and stamp incoming forms and make sufficient copies for distribution).
- B. **UTILIZE** Form 1, Telecopy Log, to keep track of all forms received and sent.
- C. **PLACE** a sequential log number on the Form 1 AND on the upper left-hand corner of each page of each form.
- D. **MAINTAIN** original as the record copy placed face down in the incoming basket in Admin Support work area, in sequential order.
- E. **DISTRIBUTE** copies to staff by placing a copy in each burgundy in-basket.
- F. **ASSIST** in updating key status boards and electronic status boards.

5.3.3 **DETERMINE** the needs for food, lodging, equipment, and transportation for EOF/Emergency News Center (ENC) personnel **AND COORDINATE** any similar needs for onsite facilities with the Administrative Support Supervisor at the TSC.

5.3.3.1 **IF** catering services are not available during emergencies/severe weather conditions

- **THEN DISTRIBUTE** as needed, emergency food packets which are stored in the food bin lockers located in Room 50. Keys to unlock the food bin lockers are located in the red lock box outside the EOF.

5.3.4 **IF** there is a serious injury or fatality of a PSEG Nuclear employee

- **THEN NOTIFY** the employee's department manager and direct the department manager to coordinate notification of the employee's family.
- **ENSURE** that the Public Information Liaison (PIL) does not provide information concerning the name of the subject employee to the ENC before it is certain that the employee's family has been notified.

5.3.5 **COORDINATE** the support items listed on Attachment 1 for the Station Emergency Response Team using EOF purchasing representative in the EOF.

NOTE

Reference EP Phone directory (Emergency Personnel Phone Lists) for additional/alternate telephone numbers.

5.3.6 **IF** the emergency is classified a Site Area Emergency or higher

THEN CONTACT one of the Claims Department personnel listed in the PSEG Support Department list in the EP Phone directory. **INFORM** the individual there is an emergency at PSEG Nuclear which will require the Claims Department to prepare for property insurance claims and mobilization.

5.4 **Emergency Callout System Instructions - Initial Staffing**

5.4.1 **LOCATE** the Callout System Staffing Report on the fax machine in your area.

NOTE

The Staffing Report is by position in alphabetical order.

5.4.2 **REVIEW** the staffing report to ensure all response positions have been filled **AND MAKE NOTE** of any unfilled positions. _____

5.4.3 **IF** all positions are filled

THEN ADVISE the ERM that all positions are filled **AND** proceed to step 5.6 when shift relief is required. _____

5.4.4 **IF** any positions are identified as unfilled

THEN immediately **INFORM** the ERM. **ADVISE** the ERM that the callout system will generate a Staffing Report every 30 minutes from the time of system activation. If the report is \geq 60 minutes, proceed to section 5.5.1. _____

5.5 **Emergency Callout System Instructions - Unfilled Positions Only**

5.5.1 **ADVISE** ERM that you will initiate manual callout for all remaining unfilled positions IAW "Confidential Emergency Personnel Directory." _____

A. **REFER** to the Staffing Report **AND CREATE** a list of all unfilled positions. _____

B. **OBTAIN** from file cabinet in Room 50, the "Confidential Emergency Personnel Directory" for the effected Station **AND CROSS-REFERENCE** names that correspond with the unfilled positions identified in Step 5.4.2/5.6.5 if performing this step for shift relief. _____

5.5.2 **IF** the emergency is taking place during normal work hours Monday through Friday

THEN UTILIZE office extensions and pagers listed in the "Confidential Emergency Personnel Directory". _____

5.5.3 **IF** plant page support is required

THEN REQUEST the ADMSS to coordinate contacting personnel who may be on site. _____

5.5.4 **IF** the emergency is taking place during off hours, weekends, or holidays,

THEN CONTACT appropriate personnel at their home telephone number or pager listed in the "Confidential Emergency Personnel Directory" maintained in file cabinet in Room 50 in accordance with Attachment 5, Emergency Callout Instructions . _____

5.6 **Emergency Callout System Instructions - Shift Relief**

5.6.1 **IF** shift relief is required

CONFER with ERM and Radiological Support Manager (RSM) to determine if shift relief personnel should report directly to their ERFs or if an alternate destination should be selected/required due to radiological or environmental conditions. Mark the decision with an "X" below and **Record** alternate destination in space provided in Step 5.6.3.: _____

_____ NORMAL DESTINATION _____ ALTERNATE DESTINATION

THEN if normal destination is desired contact the EPA (TSC) or the EPC (EOF) and request that he/she activate the Emergency Callout System for an Emergency using the confidential envelop in the work files marked EPC. All facilities should make an announcement that the Emergency Callout System is about to be activated for shift relief and personnel in the facilities should not respond when their pager activates. _____

5.6.2 **INSTRUCT** the EPC to contact you immediately if there is a failure detected in the system - provide your telephone number to the EPC. _____

THEN Implement Attachment 1 of EPIP 204 S/H. _____

5.6.3 **IF** "Alternate Destination" is selected

THEN DETERMINE the exact destination and implement Attachment 1 of EPIP 204 S/H. Examples of Alternate Destinations follow: _____

Holiday Inn, Bridgeport, New Jersey

Nuclear Training Center Salem, New Jersey

Record "Alternate Destination" and/or Special instructions: _____

5.6.4 **IF** all relief positions are filled

THEN ADVISE the ERM that all positions are filled. _____

- 5.6.5 **IF** any relief positions are identified as unfilled
THEN immediately **INFORM** the ERM. If the report \geq 60 minutes refer back to Step 5.5.1. _____
- 5.6.6 **WHEN** relief staffing is complete,
ADVISE ERM that staffing is complete. _____
- 5.6.7 Before ERO shift relief commences, **RECOMMEND** to the ERM that all personnel in all ERFs being relieved of duty receive a report back time to their facility (12 hours after shift turnover). _____

5.7 **Event Termination/Closeout**

- 5.7.1 **RESTORE** the Facility to its original state and implement NC.EP-DG.ZZ-0002(Z) – Maintenance of Emergenc Response Facilities, Attachment 2. _____
- 5.7.2 **VERIFY** that there are five (5) copies of each procedure and attachment in each file. _____
- 5.7.3 **REMOVE** all signs placed on EOF doors. _____
- 5.7.4 **ENSURE** that the EOF is made ready for another emergency before leaving the facility. _____
- 5.7.5 **ATTACH** any referenced or completed EIPs and attachments. _____
- 5.7.6 **FORWARD** all completed documents to the Manager – EP. _____

6.0 **RECORDS**

EP - Manager EP to ensure that procedure is retained as a record.

7.0 **REFERENCES**

7.1 **References**

- 7.1.1 PSEG Nuclear LLC Emergency Plan

7.2 **Cross References**

- 7.2.1 Emergency Response Callout/Personnel Recall EPIP 204H
- 7.2.2 Emergency Response Callout/Personnel Recall EPIP 204S

ATTACHMENT 1
Page 1 of 1
Support Items List

Personnel

- a. Clerical
- b. Custodial
- c. Labor Manpower

Lodging/Transportation

- a. Motel/Hotel
- b. Transports from airports
- c. Rental Cars
- d. Reservations - air, etc.

Equipment

- a. Furniture – desks, etc.
- b. Audio/Visual equipment
- c. Office supplies

Office Services

- a. Reprographics
- b. Word processing
- c. Typing

Administrative Services

- a. Labor Relations

Food

- a. Meals for 24-hour operation
- b. Bottled water

Communications

- a. Telephones
- b. Beepers
- c. Mobile Units

Procurement/Purchasing

- a. Onsite Supplies/Equip.

Fiscal Services

- a. Petty Cash
- b. Expense Accounts
- c. Payroll

Facilities

- a. Sanitary
- b. Trailers - mobile offices

**ATTACHMENT 2
Page 1 of 1
IT Support Supervisor Checklist**

The IT Support Supervisor should perform the following:

- REPORT to the ASM to receive a briefing on the emergency status. _____
- INITIATE log of activities. _____
- UPDATE the ASM on changing telecommunication system status. _____
- IMPLEMENT ND.IN-TS.ZZ-4006 (Z), Information Technology Disaster Recovery procedure as needed. _____
- VERIFY operability of communications equipment. _____
- CHECK status of IT infrastructure/facilities. _____
- NOTIFY 24-hour IT Operations Staff in Newark and as needed obtain their support/assistance. _____
- COMPARE any IT problems to IT outage schedule. _____
- EVALUATE with EOF staff assistance if emergency has any IT impacts. _____
- ANTICIPATE the loss of power to IT aux. buildings and ENSURE equipment vital to continued operation and emergency response remain stable. _____
- ENSURE backup tapes and other important data storage media are ready and available if needed. _____

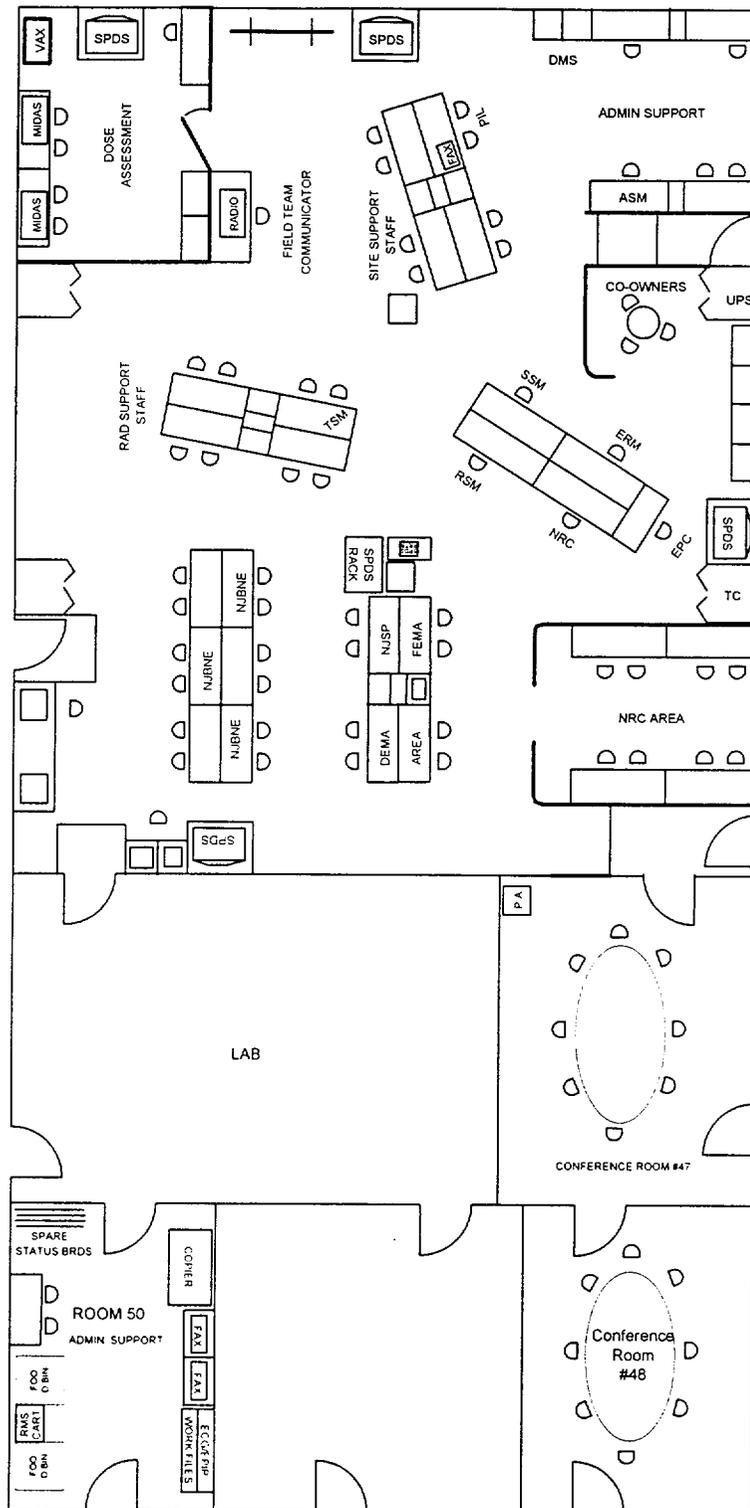
CAUTION

Personnel reporting to the site (outside of the Protected Area) must be cleared through the RSM in the EOF and continuously accounted for to ensure their safety. Personnel reporting within the protected area must be cleared through the Radiological Assessment Coordinator (RAC) in the TSC and report to the Operations Support Center (OSC) for briefing prior to dispatch to the work location.

- COORDINATE additional IT support personnel callout with the ASM. _____
- FORWARD all completed forms to the ASM upon termination. Attach any referenced or completed procedures and attachments. _____

ATTACHMENT 3

EMERGENCY OPERATIONS FACILITY LAYOUT



ATTACHMENT 4

Page 1 of 1

EOF SHIFT RELIEF SCHEDULE/MANNING CHART

Date: _____

Time: _____

POSITION	TITLE	SHIFT #1	SHIFT #2
A-01	Emer Response Manager	_____	_____
A-05	Emer Prep Coord	_____	_____
G-13	Public Info Liaison	_____	_____
D-01	Rad Support Manager	_____	_____
D-02A	Rad Assess Duty Tm	_____	_____
D-02A	Rad Assess Duty Tm	_____	_____
D-02B	Rad Assess Supt Tm	_____	_____
D-02C	Rad Assess Supt Tm	_____	_____
D-03	Offsite Team Coordinator/Field Team Communicator	_____	_____
D-04A	Offsite Tm RP Monitor	_____	_____
D-04A	Offsite Tm RP Monitor	_____	_____
D-04B	Offsite Tm Driver	_____	_____
D-04B	Offsite Tm Driver	_____	_____
F-09	Tech Support Manager	_____	_____
J-01	Admin Support Manager	_____	_____
J-02A	Personnel Supervisor	_____	_____
J-02B	Purchasing Support	_____	_____
J-02D	Admin Support	_____	_____
J-02D	Admin Support	_____	_____
J-02D	Admin Support	_____	_____
J-02D	Admin Support	_____	_____
J-02E	IT Support Supervisor	_____	_____
A-02	Site Support Manager	_____	_____
I-05A	SSM Staff Ops Advisor	_____	_____
I-05	SSM Staff – EOF Comm 1	_____	_____
I-05	SSM Staff – EOF Comm 2	_____	_____
I-04	Security Force Member *	_____	_____

*Coordinate shift relief with Security

ATTACHMENT 5
Page 1 of 1
Emergency CALLOUT Instructions

All personnel being called out to respond to an emergency should be asked the following:

- a. "Have you refrained from the consumption of alcohol in the past five (5) hours?"

YES NO

- b. "Do you feel that you are fit for duty and able to report?"

YES NO

If response to question a and b is YES, continue with callout message or instructions.

If response to question a or b is NO, inform personnel that no further action is required and they may be called at a later time for shift relief callout. Continue with additional callout until the position is filled.

When staffing is complete, advise ERM and continue with other duties as required.

Always refer back to this attachment when calling out additional support for the emergency response for any reason.

