



INTEROFFICE MEMORANDUM

DATE: March 05, 2002

TO: Distribution

FROM: Procedure Control, Administrative Services, (927A) *Vicenta DeLeon*

SUBJECT: PLANT PROCEDURES MANUAL - VOLUME 13
Distribution Package: 2002 - 114

REFERENCE:

The following Procedure(s) have been revised/approved and are to be inserted in your controlled copy of the Manual and the superseded revisions are to be removed and destroyed:

<u>Procedure</u>	<u>Rev.</u>	<u>Title/Comments</u>
13.2.2	12	DETERMINING PROTECTIVE ACTION RECOMMENDATIONS
13.5.3	25	EVACUATION OF EXCLUSION AREA AND/OR NEARBY FACILITIES
13.8.1	22	EMERGENCY DOSE PROJECTION SYSTEM OPERATIONS
13.10.1	22	CONTROL ROOM OPERATIONS AND SHIFT MANAGER DUTIES
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Also included in this package are EDITORIAL CHANGES, please replace the pages located in your manual with the attached pages:

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Energy Northwest
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Date

Signature of Manual Holder

87
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USE CURRENT REVISION

COLUMBIA GENERATING STATION
PLANT PROCEDURES MANUAL

PROCEDURE NUMBER	APPROVED BY	DATE
*13.2.2	JEW - Revision 12	03/05/02
VOLUME NAME		
EMERGENCY PLAN IMPLEMENTING PROCEDURES		
SECTION		
PROTECTIVE MEASURES		
TITLE		
DETERMINING PROTECTIVE ACTION RECOMMENDATIONS		

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1.0 PURPOSE

The purpose of this procedure is to provide instructions and guidance for the formulation of onsite protective action decisions and offsite Protective Action Recommendations (PARs) based on plant conditions or radiological releases. {R-1595, R-1596}

2.0 REFERENCES

- 2.1 FSAR, Chapter 13.3, Emergency Plan Section 5
- 2.2 NUREG-0654/FEMA-REP-1, Rev. 1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants, Supplement 3
- 2.3 10CFR20, Standards for Protection Against Radiation
- 2.4 10CFR47(b)(10) {R-1595, R-1596}
- 2.5 State of Washington - Department of Health, "Response Procedures for Radiation Emergencies"
- 2.6 U. S. Environmental Protection Agency, "Manual of Protective Action Guides and Protective Actions for Nuclear Incidents", EPA 400, May 1992
- 2.7 PPM 13.1.1, Classifying The Emergency
- 2.8 PPM 13.2.1, Emergency Exposure Levels/Protective Action Guides
- 2.9 PPM 13.4.1, Emergency Notifications
- 2.10 PPM 13.5.1, Localized and Protected Area Evacuations
- 2.11 PPM 13.5.3, Evacuation of Exclusion Area and/or Nearby Facilities
- 2.12 PPM 13.8.1, Emergency Dose Projection System Operations
- 2.13 PPM 13.13.3, Intermediate Phase MUDAC Operations
- 2.14 Classification Notification Form (CNF), 968-24075
- 2.15 Federal Emergency Management Agency, Area Requiring Corrective Action, ARCA S873 {2.15}

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REFERENCES, cont'd

- 2.16 Site Area Emergency Protective Action Checklist, 950198.1
- 2.17 General Emergency Protective Action Checklist, 950198.3
- 2.18 Decision Guide for Off-site Protective Action Recommendations, 950198.2

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3.0 DISCUSSION

- 3.1 The responsibility for determining and making offsite Protective Action Recommendations (PARs) resides with the individual who has responsibility for Emergency Direction and Control, the Emergency Director. The Emergency Director should obtain input from the Radiation Protection Manager (RPM) in the TSC for onsite radiological conditions and recommendations for onsite protective actions, and from the Radiological Emergency Manager (REM) in the EOF for offsite radiological conditions and recommendations for offsite protective actions. PARs are based on radiological conditions or plant conditions. Recommendations based on plant conditions may result in more conservative PARs.
- 3.2 Conservative decision making mandates the evacuation of Site One personnel at the Site Area Emergency classification per PPM 13.5.3. Part C Notifications implemented by the SCC and PA announcements made to Site One by either SAS or the Security Manager satisfies this mandate.
- 3.3 Implementation of protective actions for offsite areas within the 10 mile EPZ is the responsibility of Benton and Franklin Counties. There are precautionary offsite protective actions that are implemented automatically at Site Area Emergency and General Emergency classifications. These are specified under the Site Area Emergency and General Emergency boxes (Item #5) on the Classification Notification Form (CNF) (Form 968-24075). If there are PARs in addition to those that are automatic, they are addressed in Item # 5 for the General Emergency.
- 3.4 The protective actions outlined in this procedure are limited to actions for minimizing the exposure of the public within the 10 mile EPZ to external and internal radiation exposure from plume passage or inhalation of the radioactive plume. Other protective actions for minimizing public exposure via the ingestion pathway will be determined and implemented by Energy Northwest and Washington State in accordance with Reference 2.12.
- 3.5 Plant and offsite officials should continue assessment actions based on additional plant information, dose projections, and field monitoring results. After performing the initial early evacuation actions near the plant, licensee and offsite officials should modify their protective action recommendations as necessary based on (1) field monitoring to locate areas with high levels of contamination (hot spots) and (2) dose projections which indicate that EPA protective action guide doses may be exceeded in areas beyond those that have been evacuated. On the basis of this information, plant and offsite officials may expand the evacuations to encompass other areas in the plume EPZ and, for the worst case accidents, protective actions may be required beyond the plume EPZ.

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4.0 PROCEDURE

NOTE: Protective actions are not required at the Unusual Event or Alert emergency classification levels.

NOTE: Attachments 5.1, 5.2, and 5.3 are also displayed in the TSC and EOF as job aids.

4.1 Protective Actions For Site Area Emergency Classifications

Refer to Attachment 5.1, Site Area Emergency Protective Action Checklist.

4.2 Initial PARs For General Emergency Classifications

4.2.1 Refer to Attachment 5.2, General Emergency Protective Action Checklist.

4.2.2 If a PAR is being made in addition to PARs required by a General Emergency, indicate the recommendation on the Classification Notification Form (CNF), Form 968-24075, and make the required offsite notifications in accordance with PPM 13.4.1.

4.2.3 If the PAR is being made independent of a classification change, complete the CNF, and make the required notifications in accordance with PPM 13.4.1.

4.2.4 The EOF Manager should ensure the status of PARs is tracked until implementation is complete and status is indicated on the PAR Status Board. Completed PARs are indicated on the PAR status board by the use of colored marker.

4.2.5 After making the initial Protective Action Recommendations for the General Emergency classification, continue with event assessment based on available plant, meteorological data, dose projection, and field monitoring information. Continuing assessments should be used to determine if a protective action should be expanded, with field monitoring data being the preferred basis by which to determine if people should be relocated from sheltered areas.

4.3 Offsite PARs Based On Projected Doses

NOTE: Do not delay recommending offsite protective actions while waiting for field monitoring results to verify the accuracy of the dose projection results.

4.3.1 Obtain and review applicable offsite dose projection data.

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- 4.3.2 Determine the appropriate offsite PAR by comparing the plume projected dose with the Protective Action Guidelines (PAGs) and guidance provided in Attachment 5.4, PAGs for the Early Phase of a Nuclear Incident.
- 4.3.3 Based on current meteorological data, determine the affected Plume EPZ sector(s) population centers within those affected areas and estimated plume arrival time in those areas.
- 4.3.4 Based on available weather forecast data, evaluate the potential for wind direction changes during the estimated duration of the release and the potential effect on the identified areas.
- 4.3.5 Refer to the Summary of Results of Evacuation Times Analysis, Attachment 5.5, for the affected sectors to determine if prompt evacuation or sheltering with delayed evacuation is appropriate.
- a. If there is time to notify the public and evacuate before plume arrival, there are no local constraints (i.e., severe weather), and evacuation appears to offer a significant reduction in dose, recommend evacuation.
 - b. If travel conditions present extreme hazard or there are local constraints, evaluate the benefits of sheltering vs. evacuation.
- 4.3.6 If the above actions result in a change to established PARs, complete the appropriate parts of the CNF, and make the required notifications in accordance with PPM 13.4.1.
- 4.3.7 When circumstances such as weather, distance or concurrent emergencies may impact specific areas for which PARs are being proposed, inform the Benton and Franklin County EOCs which sections are affected so that routes to be taken or avoided may be identified, or other special considerations in the notification to offsite agencies.
- 4.3.8 If, as a result of continuing assessment, dose projection results or meteorological conditions change significantly, reevaluate the previously implemented protective actions and, if necessary, update the protective actions by issuing another PAR.
- 4.3.9 Plume PARs should be considered beyond 10 miles if dose projections indicate PAGs at 10 miles may be exceeded. {2.15}
- a. For the Control Room, notify the offsite agencies via the Crash phone that dose projections indicate that PAGs beyond 10 miles may be exceeded. Indicate that the TSC or EOF will formulate PARs for affected areas.

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b. For the TSC or EOF:

1. Obtain downwind field team readings to verify dose projection results.
2. If time permits, consult with Benton and Franklin County EOCs on the recommendation to evacuate beyond 10 miles.
3. For PARs beyond 10 miles, do not use the 90 degree sector boundaries to define the affected area beyond 10 miles.
4. To define the boundaries of the PAR beyond 10 miles, use geopolitical boundaries such as roads, rivers and county lines.
5. The area of the PAR should include those areas downwind where the PAG values are projected to be exceeded.
6. If plume PARs are issued for areas beyond 10 miles that could affect areas outside Benton and Franklin county, the Emergency Director should ensure that the State EOC is notified.

5.0 ATTACHMENTS

NOTE: Update wall mounted aids in the TSC, EOF and Alternate EOF (Attachments 5.1, 5.2, and 5.3) when this procedure is revised. Refer to references 2.16, 2.17, and 2.18.

- 5.1 Site Area Emergency Protective Action Checklist
- 5.2 General Emergency Protective Action Checklist
- 5.3 Decision Guide For Offsite Protective Action Recommendations
- 5.4 PAGs For The Early Phase of a Nuclear Incident
- 5.5 Summary Of Results Of Evacuation Times Analysis

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SITE AREA EMERGENCY PROTECTIVE ACTION CHECKLIST

NOTE: Completion of the following action steps may be delegated to the appropriate ERO individuals.

-
1. IF plant accident conditions result in a SITE AREA EMERGENCY (SAE) being declared, THEN:
 - Evacuate the Protected Area by implementing PPM 13.5.1
 - Evacuate Site One personnel per PPM 13.5.3
 - Implement PPM 13.8.1 (if not already done), if a release is in progress, or containment leakage is suspected.
 - Ensure Security has established access control roadblocks on plant access roads by contacting the SCC.

 2. IF an SAE has been declared, the above actions have been taken, and plant conditions appear to be worsening, i.e., release of radioactivity is imminent, or offsite radiological conditions dictate, THEN:
 - Consider evacuation of the Exclusion Area per PPM 13.5.3.
 - Evaluate protective actions for Emergency Workers outside the Protected Area but within Energy Northwest's area of authority in accordance with PPM 13.2.1.
 - The Radiological Emergency Manager should determine if wind direction requires special consideration of EOF habitability.
 - Ensure Security roadblocks on plant access roads are located to avoid plume exposure if a release occurs, or containment leakage is suspected.
 - Ensure that offsite dose calculations are updated approximately every 15 minutes if a release is ongoing.

Attachment 5.1

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GENERAL EMERGENCY PROTECTIVE ACTION CHECKLIST

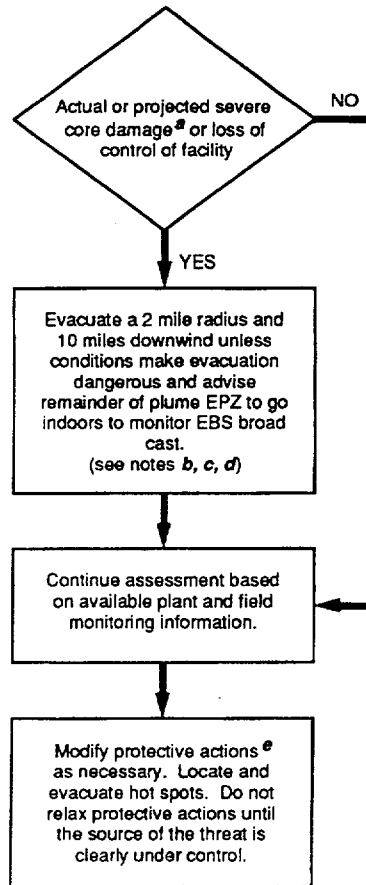
NOTE: Completion of the following action steps may be delegated to the appropriate ERO individuals.

1. IF plant accident conditions result in a GENERAL EMERGENCY (GE) being declared (and the following actions have not been performed), THEN:
 - Evacuate the Protected Area by implementing PPM 13.5.1
 - Evacuate the Exclusion Area by implementing PPM 13.5.3.
 - Implement PPM 13.8.1 and ensure results are updated approximately every 15 minutes if a release is ongoing, or if containment leakage is suspected.
 - Ensure Security has established access control roadblocks on plant access roads and the roadblocks are located to avoid plume exposure if a release occurs.
 - Evaluate protective actions for Emergency Workers outside the Protected Area but within Energy Northwest's area of authority in accordance with PPM 13.2.1.
 - The Radiological Emergency Manager should determine if wind direction requires special consideration of EOF habitability.
 - Recommend evacuation 2 mile radius and 10 miles downwind, sheltering the remaining sections, or other PARs based on Attachment 5.3 evaluation.
 - Determine if additional offsite Protective Action Recommendations are required by referring to the Flowchart for Offsite Protective Action Recommendations, Attachment 5.3.
 - Plume PARs should be considered beyond 10 miles if dose projections indicate PAGs (1 rem TEDE or 5 rem CDE thyroid) at 10 miles may be exceeded. For the Control Room, notify the off-site agencies via the Crash phone that dose projections indicate that PAGs beyond 10 miles may be exceeded.
 - For the TSC or EOF, obtain downwind field team readings to verify dose projection results. If time permits, consult with Benton/Franklin County EOC on the recommendation to evacuate beyond 10 miles. For PARs beyond 10 miles, do not use the 90 degree sector boundaries to define the affected area beyond 10 miles. To define the boundaries of the PAR beyond 10 miles, use geo-political boundaries such as roads, rivers and county lines. The area of the PAR should include those areas downwind where the PAG values are projected to be exceeded. If plume PARs are issued for areas beyond 10 miles that could affect areas outside Benton and Franklin county, the Emergency Director should ensure that the State EOC is notified.

Attachment 5.2

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DECISION GUIDE FOR OFFSITE PROTECTIVE ACTION RECOMMENDATIONS



^a Severe core damage is indicated by (1) loss of critical functions for core protection (e.g., loss of injection combined with loss of cooling accident); (2) partially uncovered core; or (3) very high radiation levels in area or process monitors.

^b If there are very dangerous travel conditions, initially shelter rather than evacuate the population until conditions improve.

^c Transit-dependent persons should be advised to remain indoors until transportation resources arrive, if possible.

^d Shelter may be the appropriate action for controlled releases of radioactive material from the containment if there is an assurance that the release is short term (puff release) and the area near the plant cannot be evacuated before plume arrives.

^e Consider EPA PAGs in modifying initial protective actions.

Source: NUREG-0654, Supplement 3

980025

Attachment 5.3

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PAGs FOR THE EARLY PHASE OF A NUCLEAR INCIDENT

PROTECTIVE ACTION	PAG (projected dose)	COMMENTS
Evacuation (or sheltering ¹)	1-5 rem TEDE OR 5-25 rem CDE thyroid OR 50-500 rem skin	Evacuation (or, for some situations, sheltering ¹) should normally be initiated at the lowest level of the range.

From EPA 400, Manual of Protective Action Guides and Protective Actions for Nuclear Incidents

- ¹ Sheltering may be the preferred protective action when it will provide protection equal to or greater than evacuation, based on consideration of factors such as source term characteristics, and temporal or other site-specific conditions.

Evacuation vs. Sheltering

Because of the higher risk associated with evacuation of some special groups in the population (e.g. those who are not readily mobile), sheltering may be the preferred alternative for such groups as a protective action at projected doses up to 5 rem TEDE. In addition, under unusually hazardous environmental conditions, use of sheltering at projected doses up to 5 rem to the general population (and up to 10 rem to special groups) may be justified.

Illustrative examples of situations or groups for which evacuation may not be appropriate at 1 rem include: a) the presence of severe weather, b) competing disasters, c) institutionalized persons who are not readily mobile, and d) local physical factors which impede evacuation.

Attachment 5.4

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SUMMARY OF RESULTS OF EVACUATION TIMES ANALYSIS

DESCRIPTION	TOTAL WITHIN 2 MILES	AREAS WITHIN 5 MILES				AREAS WITHIN 10 MILES			
		I	II	III	TOTAL	I	II	III	TOTAL
GENERAL POPULATION EVACUATION TIME NORMAL CONDITIONS HOURS:MINUTES	1:30	1:30	1:30	2:00	2:00	2:00	1:50	2:45	2:45
GENERAL POPULATION EVACUATION TIME ADVERSE CONDITIONS HOURS:MINUTES	2:00	1:30	1:30	2:30	2:30	2:00	2:00	3:00	3:00
CONFIRMATION TIME MINUTES	30	60	60	60	60	60	60	60	60

NOTE: Evacuation time analysis includes the 30 minutes notification time performed by the county.

Attachment 5.5

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		USE CURRENT REVISION
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*13.5.3	JEW - Revision 25	03/05/02
VOLUME NAME		
EMERGENCY PLAN IMPLEMENTING PROCEDURES		
SECTION		
EVACUATION AND ACCOUNTABILITY		
TITLE		
EVACUATION OF EXCLUSION AREA AND/OR NEARBY FACILITIES		

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1.0 PURPOSE

The purpose of this procedure is to identify the emergency actions and responsibilities of the Emergency Director to cause evacuation of the Exclusion Area when conditions so dictate.

This procedure also includes guidance for the Security Manager to direct sounding of the Crossroads and Site One sirens at Site Area Emergency to initiate tenant evacuations at Site One.

The procedure also identifies actions to be taken in the event the need for evacuation may impact other facilities in the local area, including the Department of Energy's Fast Flux Test Facility.

2.0 DISCUSSION

2.1 The principle consideration when contemplating an Exclusion Area evacuation is the safety of personnel. An Exclusion Area evacuation is the orderly withdrawal of all personnel, except those required to respond to the emergency situation, from areas outside the Protected Area but within the Exclusion Area boundary, and including those portions of the Owner Controlled Area outside the Exclusion Area. An Exclusion Area evacuation will be announced using any combination of sirens, PA announcements, or telephone notifications

2.2 The Emergency Director is responsible for determining when an Exclusion Area evacuation should be conducted. The decision to evacuate personnel should be based on the course of action which presents the minimum risk to employees. Some examples of conditions which make an Exclusion Area evacuation not advisable include, but are not limited to:

- An ongoing security threat affecting personnel in the Exclusion Area (consult with the Security Manager to aid in determining the safest course of action)
- Inclement weather (e.g., high winds or hazardous road conditions may preclude a safe evacuation of personnel)
- Radiological hazards exist (determine which action would result in lowest dose to evacuating personnel)
- Other hazards exist which might subject evacuees to a higher risk to personnel safety than not evacuating

If conditions for an Exclusion Area evacuation are present, but the decision is made to not evacuate personnel due to safety concerns, personnel will normally remain at their work locations unless directed otherwise.

2.3 Normally, Exclusion Area evacuations will be considered at a Site Area Emergency, or when other conditions warrant and is an automatic action at General Emergency. Exclusion Area evacuees will normally be directed to proceed home.

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If a radiological contamination problem is identified, evacuees will be directed to an alternate location for radiological monitoring and decontamination. The Energy Northwest Office Complex (ENOC) is the primary offsite assembly area.

3.0 REFERENCES

- 3.1 FSAR, Chapter 13.3, Emergency Plan, Sections 4, 5
- 3.2 PPM 13.2.2, Determining Protective Action Recommendations
- 3.3 PPM 13.5.5, Personnel Accountability, Search and Rescue
- 3.4 PPM 13.7.5, Offsite Assembly Area Locations
- 3.5 Public Address Message Format - Exclusion Area Evacuation, 968-26051

4.0 PROCEDURE

4.1 Emergency Director Responsibilities

- 4.1.1 Determine the need for an Exclusion Area evacuation at Site Area Emergency. Exclusion Area evacuations are automatic at the General Emergency classification.
- 4.1.2 The decision to evacuate personnel should be based on the course of action which presents the minimum risk to employees. Some examples of conditions which make an Exclusion Area evacuation not advisable include, but are not limited to:
 - An ongoing security threat (consult with the Security Manager to aid in determining the safest course of action)
 - Inclement weather (e.g., high winds or hazardous road conditions may preclude a safe evacuation of personnel)
 - Radiological hazards exist (determine which action would result in lowest dose to evacuating personnel)
 - Other hazards exist which might subject evacuees to a higher risk to personal safety than not evacuating

If conditions for an Exclusion Area evacuation are present, but the decision is made to retain personnel on site due to safety concerns, personnel will normally remain at their work locations unless directed otherwise.

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NOTE: If the EOF Manager is acting as Emergency Director, coordinate the following steps with the Radiological Emergency Manager (REM):

- 4.1.3 If the decision is made to evacuate the Exclusion Area, determine if radiological hazards exist or are suspected within the Exclusion Area. If a radiological hazard does exist or a radiation release is in progress, then direct evacuees to report to the ENOC assembly area. Determine safe evacuation routes and hazardous areas to avoid.
- 4.1.4 If evacuation routes are unavailable due to hazards or severe weather, consider sheltering in place until conditions improve.
- 4.1.5 Use form 968-26051, Public Address Emergency Message Format - Exclusion Area Evacuation to complete a public address announcement.

NOTE: The EOF Manager, if acting as Emergency Director, must coordinate with the TSC Manager to have PA announcements made.

- 4.1.6 Immediately repeat the announcement. Continue repeating the announcement periodically while the evacuation remains in effect and until the TSC is activated. The TSC will assume responsibility for PA announcements when activated.
- 4.1.7 Direct the Security Manager (or on-shift Security Supervisor if Security Manager is not yet available) to implement actions for Site One or Exclusion Area evacuation.

4.2 Security Manager/On-shift Security Supervisor Responsibilities for Site One Evacuation - at Site Area Emergency

- 4.2.1 Confer with the Radiological Emergency Manager or Emergency Director in the REM's absence to determine the appropriate announcement in the following step.
 - If a radiation release is in progress, refer to step 4.6.2 to determine the need for an alternate evacuation route.
- 4.2.2 Inform the Site One Monitor of the Site Area Emergency classification and of the need to implement evacuation instructions.

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- 4.2.3 Initiate a Site One public address announcement by dialing 761 and reading the applicable Message 1 or Message 2:

Message 1 - No Radiological Conditions:

THIS IS AN EMERGENCY ANNOUNCEMENT. SITE ONE PERSONNEL IMMEDIATELY EVACUATE THE HANFORD SITE AND PROCEED HOME.

NOTE: Include alternate evacuation route instructions, if required.

Message 2 - Radiological Conditions Exist:

THIS IS AN EMERGENCY ANNOUNCEMENT. SITE ONE PERSONNEL IMMEDIATELY EVACUATE THE HANFORD SITE AND REPORT TO THE ASSEMBLY AREA AT 3000 GEORGE WASHINGTON WAY."

Repeat the PA announcement.

- 4.2.4 After step 4.2.3 is complete, direct the SCC Duty Officer to activate the Site One and Crossroads evacuation sirens.
- 4.2.5 Contact the Site One Manager or Designated Site Authority (DSA) and request that the Site One Call Tree be initiated. Refer to the Emergency Phone Directory, Part C Notifications, in the Offsite Agency section, for the Site One Manager's phone number.

During off hours, contact the SCC for the current DSA phone list, if necessary.

- 4.2.6 Direct the Security Supervisor to initiate a sweep of Site One.

If the Site One Manager or DSA cannot be reached, contact the following Site One personnel and direct them to evacuate Site One - to go home, or report to the assembly area at 3000 George Washington Way, as appropriate. Make two attempts, and then notify the Security Officer designated to sweep Site One of any tenant or contractor who does not answer.

Durametal Brake Company	377-3000
Master-Lee Hanford Company	377-3842
Tri-Cities Asset Reinvestment Company	377-3205
CREHST Museum	377-1084
Visitors Center	377-4558

- 4.2.7 Contact the Security Supervisor to inform security officers at the roadblocks of offsite assembly area location if necessary.

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4.3 Security Manager Responsibilities for an Exclusion Area Evacuation

4.3.1 Confer with the Radiological Emergency Manager or Emergency Director in the REM's absence to determine the appropriate announcement in the following step.

- If a radiation release is in progress, refer to step 4.6.2 to determine the need for an alternate evacuation route.

4.3.2 Initiate a Site One public address announcement by dialing 761 and reading the applicable Message 1 or Message 2:

Message 1 - No Radiological Conditions:

THIS IS AN EMERGENCY ANNOUNCEMENT. EXCLUSION AREA AND SITE ONE PERSONNEL IMMEDIATELY EVACUATE THE HANFORD SITE AND PROCEED HOME.

NOTE: Include alternate evacuation route instructions, if required.

Message 2 - Radiological Conditions Exist:

THIS IS AN EMERGENCY ANNOUNCEMENT. EXCLUSION AREA AND SITE ONE PERSONNEL IMMEDIATELY EVACUATE THE HANFORD SITE AND REPORT TO THE ASSEMBLY AREA AT 3000 GEORGE WASHINGTON WAY."

Repeat the PA announcement.

4.3.3 Direct the SCC Duty Officer to activate the Site One and Crossroads sirens.

4.3.4 Contact the Site One Manager or Designated Site Authority (DSA) and request that the Site One Call Tree be initiated. Refer to the Emergency Phone Directory, Part C Notifications, in the Offsite Agency section, for the Site One Manager's phone number.

During off hours, contact the SCC for the current DSA phone list, if necessary.

4.3.5 Direct the Security Supervisor to initiate a sweep of Site One.

If the Site One Manager or DSA cannot be reached, contact the following Site One personnel and direct them to evacuate Site One - to go home, or report to the assembly area at 3000 George Washington Way, as appropriate. Make two attempts, and then notify the Security Officer designated to sweep Site One of any tenant or contractor who does not answer.

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CREHST Museum	377-1084
Visitors Center	377-4558

4.3.6 Contact the Security Supervisor to inform security officers at the roadblocks of offsite assembly area location if necessary.

4.3.7 Contact the Secondary Alarm Station Operator to broadcast over Energy Northwest Maintenance and Security Radio Channels:

- 1) The Exclusion Area is being evacuated.
- 2) That Exclusion Area personnel not assigned emergency duties report home or to the designated assembly location.
 - Specify alternate assembly area, if designated, and any known hazards/areas to avoid

4.3.8 If an assembly area is being established, direct the Security Supervisor to dispatch an officer with a radio to the assembly area to maintain order at the designated assembly area, and to relay messages or directions to evacuees.

4.3.9 Provide telephone evacuation notification and the above instructions to the following. Refer to the Emergency Phone Directory for phone numbers.

Circulating Pump House
 Visitor's Center
 Waste Water Treatment Plant
 Security Training Facility/Firing Range
 Plant Maintenance Training
 Ashe Substation

4.3.10 Keep the Emergency Director informed on the status of the Exclusion Area Evacuation.

4.4 Security Supervisor Responsibilities

4.4.1 Direct a Security Officer to the ENOC assembly area, if established, to maintain order at the designated assembly area, and to relay messages or directions to evacuees.

4.4.2 Instruct the Security Officer at the assembly area to communicate on the Security area wide radio channel to help coordinate evacuee processing and relay messages.

4.4.3 Direct the mobile patrol to perform a visual check of evacuation progress within the Exclusion Area Boundary, including the Security Firing Range and that portion of the Owner Controlled Area outside the Exclusion Area boundary. Refer to Attachment 5.1.

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4.5 Offsite Agency Coordinator Responsibilities

- 4.5.1 Contact the FFTF Control Room and inform them of Exclusion Area evacuation PADs made by Energy Northwest.

4.6 Radiological Emergency Manager Responsibilities

- 4.6.1 Determine if an offsite release is in progress.

- 4.6.2 If an offsite release is in progress at the time of evacuation, evacuees should be directed to report to the ENOC assembly area. Refer to Attachment 5.2 for site evacuation routes. This direction should include an evacuation route from the list below as appropriate.

- Primary: Route 4 South - This four lane road leads from the sites to Richland and is the main route from the sites.
- Alternate: Route 10 South - A two lane road (FFTF access road) connects Route 4 with Route 10 to Highway 240, then leads into Richland.
- Alternate: Route 4 South - A two lane road leads northwest from the site, intersecting with Highway 240 and Highway 24 to Yakima.
- Alternate: Route 2 South - A two lane road leading north from the sites, intersecting with Highway 240 and Highway 24 to Yakima.

- 4.6.3 If no offsite release is in progress at the time of evacuation, evacuees should be directed to report to their homes.

- 4.6.4 Contact the TSC Radiation Protection Manager (RPM) to coordinate the appropriate evacuation actions.

- 4.6.5 In the event of an Exclusion Area evacuation requiring personnel to report to the ENOC, dispatch an HPC staff member to set up the assembly area. Refer to PPM 13.7.5 for guidance regarding setup and operations of the ENOC assembly area.

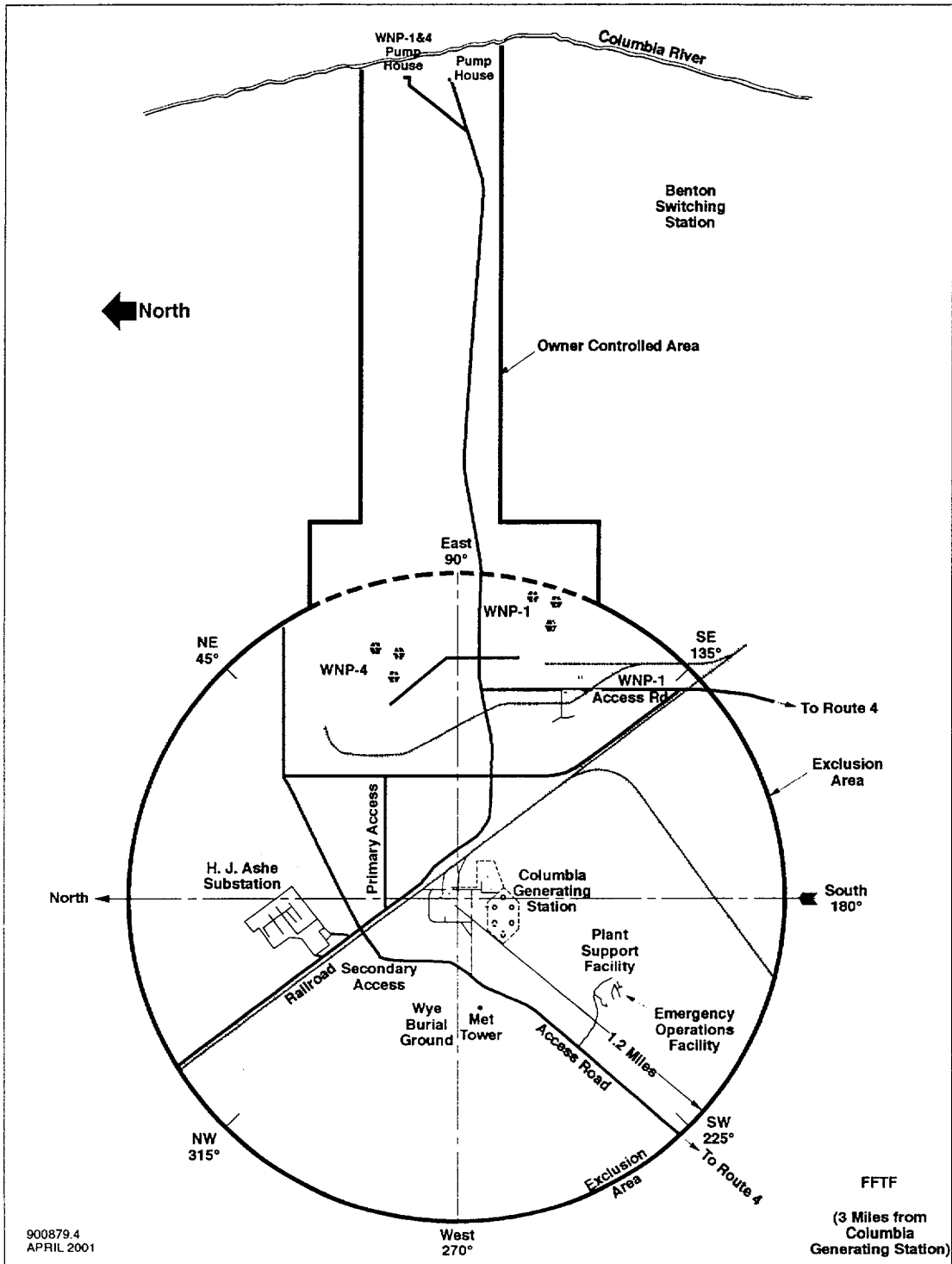
5.0 ATTACHMENTS

- 5.1 Exclusion Area Map

- 5.2 Evacuation Route Map

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EXCLUSION AREA MAP Includes Owner Controlled Area

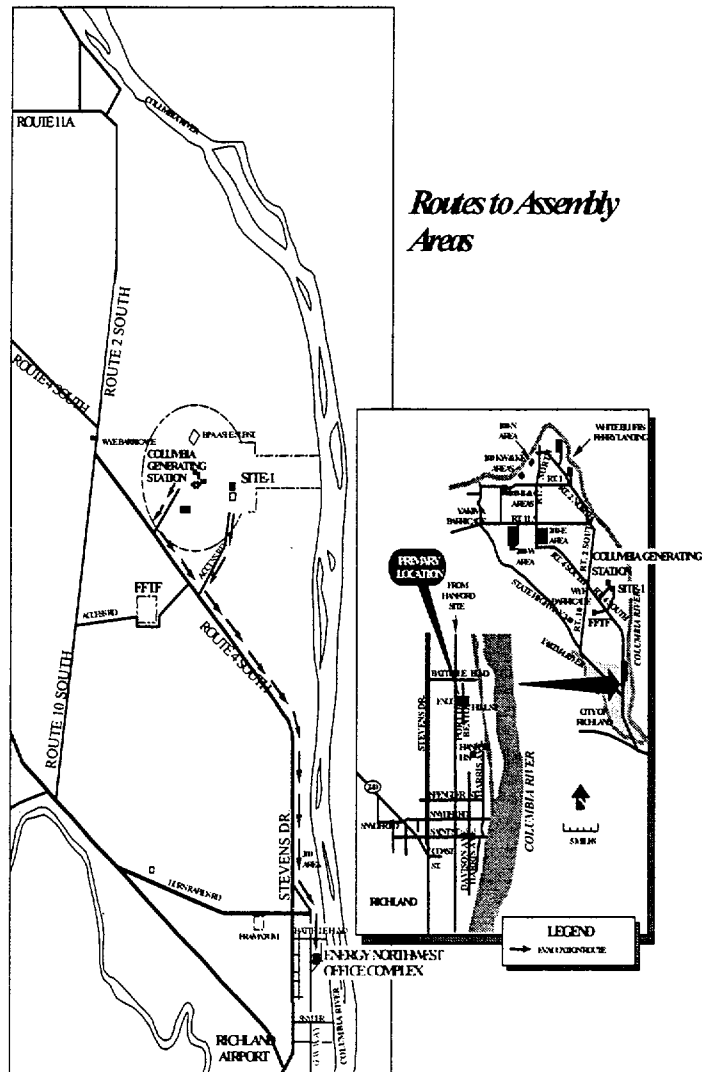


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EVACUATION ROUTE MAP

CGS Exclusion Area Evacuation



Notification Method:

- *Steady siren, or*
- *Public address system, or*
- *Telephone*

SDTH11
July 1995

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		USE CURRENT REVISION
COLUMBIA GENERATING STATION PLANT PROCEDURES MANUAL		
PROCEDURE NUMBER	APPROVED BY	DATE
*13.8.1	JEW - Revision 22	03/05/02
VOLUME NAME		
EMERGENCY PLAN IMPLEMENTING PROCEDURES		
SECTION		
OFFSITE DOSE CALCULATIONS		
TITLE		
EMERGENCY DOSE PROJECTION SYSTEM OPERATIONS		

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1.0 PURPOSE

This procedure provides instructions for the use of the computerized Emergency Dose Projection System (EDPS) to predict offsite dose rates, integrated doses and radioactive material deposition for locations within the 10-mile Plume Emergency Planning Zone (EPZ) and the 50-mile Ingestion EPZ. Actual manipulation of system display terminals is described in the Emergency Dose Projection System Users Manual referred to as the Users Manual. {R1594}

2.0 REFERENCES

- 2.1 Emergency Dose Projection System Users Manual
- 2.2 FSAR, Chapter 13.3, Emergency Plan, Section 5.3
- 2.3 NUREG 1228, Source Term Estimation During Incident Response to Severe Nuclear Power Plant Accidents
- 2.4 10 CFR 50 .47(b) {R1594}
- 2.5 PPM 13.1.1, Classifying the Emergency
- 2.6 PPM 13.2.1, Emergency Exposure Levels/Protective Action Guides
- 2.7 PPM 13.2.2, Determining Protective Action Recommendations

3.0 DEFINITIONS

- 3.1 Contours - Lines on the output map(s) connecting points of equal dose/dose rate/deposition.
- 3.2 Delta T - The temperature difference between two sensors located at different elevations on a meteorological tower.
- 3.3 EDPS (Puff) - A dose projection computer program which employs all the design capabilities of multi-meteorology station data, variable source term, full release time specification and a full output map selection. EDPS will compute dose/dose rate/deposition based on effluent monitor releases or reactor conditions out to 50 miles. EDPS provides the opportunity to modify the source term, reactor power, and release rates. EDPS will accept data from up to 50 meteorology stations to more realistically model the radioactive release via the puff dispersion model.

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- 3.4 EDPS (Plume) - The EDPS Plume model accepts only a constant wind speed, direction and stability class per release. Additional data are ignored. Otherwise, EDPS (Plume) has similar capabilities as EPDS (Puff) model does.
- 3.5 Grid Points - EDPS calculations are based on two grid coordinate systems, both centered on the reactor building. For the polar grid, doses are calculated at 10 degree intervals on 6 concentric circles around the reactor. For the Cartesian grid, doses are calculated at 961 uniformly-spaced locations on the model domain (0-10 or 0-50 miles).
- 3.6 QEDPS - Quick EDPS is a fully defaulted, single entry screen EDPS subprogram designed for quick execution during the early stage of the plume phase and for EAL calculations. Many of the input options are defaulted with text and map output available. QEDPS uses plant monitor data or field team data to calculate offsite doses.
- 3.7 Release Height - The assumed calculation release height. The effective release height for WNP-2 is ground-level which is indicated in EDPS by entering 1 meter (or foot).
- 3.8 Source Term - The quantity and radionuclide makeup of the material in the release. The source term used in EDPS is based on NUREG-1228.
- 3.9 Stability Class - Values from A to G representing ranges of Delta T which in turn represent atmospheric mixing estimations. The NRC definitions of these ranges are used to define the stability classes used in EDPS.
- 3.10 Radioactive Release - Any of the following:
- A valid reading exists which exceeds any PPM 13.1.1 Table 3 Column UE value, OR
 - Offsite dose calculations meet or exceed PPM 13.1.1 Table 4 UE levels for TEDE or CDE thyroid, OR
 - Field teams measure 100 μ R or more at 1.2 miles from the plant.

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4.0 PROCEDURE

4.1 General Instructions

4.1.1 If in a declared emergency and an offsite dose or dose rate projection is needed, or if so directed, operate QEDPS or EDPS.

4.1.2 If necessary, boot up the PC at the work station. Log onto the LAN using your user ID and password:

NOTE: The PC assigned to the DOE representative at the JIC may be relocated to the Alternate EOF and used for dose projections. If relocated, it must be connected to the LAN to access PDIS.

4.1.3 Start PDIS by double-clicking on the appropriate PDIS icon on the Windows desktop. Minimize PDIS, and start QEDPS or EDPS.

- When both programs are running, window back and forth for data selection and dose projection input.

4.1.4 Access RSTAT by pulling down the EOP menu from the PDIS menu bar. Select Rad Status to obtain key radiation monitor data, meteorological, and effluent data.

- Other PDIS pulldown menus may be selected to view other plant parameters or trends as desired.

4.1.5 Use either the QEDPS or EDPS based on the following considerations:

- a. In the Control Room and TSC, use QEDPS to estimate doses.
- b. In the EOF dose assessment area:
 - 1) Use QEDPS to estimate initial offsite doses when plant monitoring data are available.
 - 2) Use QEDPS to estimate offsite doses during quickly changing meteorology or release conditions.
 - 3) When sufficient dose assessment staff are available, then the EDPS may be run along with QEDPS. EDPS results may be lower because of additional parameters supplied when entering EDPS data.

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- 4) Once the release has stabilized or is decreasing, then sole use of EDPS is appropriate with constant meteorological conditions.
 - 5) Use of the EDPS Puff model at the end of the Early (plume) phase, in the Intermediate phase, or with variable meteorological conditions, is appropriate.
- 4.1.6 Refer to Attachment 5.1 as a guide through EDPS. For more detail consult the EDPS Users Manual.
 - 4.1.7 Real time radiological and meteorological data is used by QEDPS and EPDS by default. Historical dose projections are estimated in Section 4.5.
 - 4.1.8 Review dose projection printouts, note any qualifying factors, as appropriate, initial for release and brief the RPM or REM, as appropriate, on the dose projection.
 - 4.1.9 Refer to PPM 13.2.2 for Protective Action Recommendation (PAR) guidelines.

4.2 Dose Estimation Using QEDPS

- 4.2.1 Verify that system is operational by turning on the surge protector, CPU, monitor, and printer, if necessary.
- 4.2.2 Activate QEDPS by double clicking the QEDPS icon.
 - a. The Monitoring/Field Data screen lists the Plant Monitors and Field Team options used to calculate a release. Readings for all monitors listed are normally available on RSTAT in PDIS for use in the TSC or EOF.
 - b. Select monitor to be used for the calculations from Columbia Generating Station and enter data in appropriate blocks.
 - 1) If the release path is out the Reactor Building, the primary choice is a Stack Monitor.
 - 2) When a Stack Monitor is selected, a screen will be displayed requesting Standby Gas Treatment System (SGT) information.
 - 3) The default flow rate will display for the option chosen. Actual values will need to be entered.
 - 4) Enter the monitor reading.

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- 5) In the EOF, all suspect data should be verified through EOF engineering staff.
- c. Dose Estimation for Unmonitored Release Paths or if Instrumentation is Out of Service or Offscale.
- 1) Obtain field team data in the form of iodine air sample results or dose rates from the Field Team Coordinator.
 - 2) On the Windows Desktop, select the Excel air sample icon corresponding to the units of the air sample.
 - 3) Enter the cartridge and background readings, and press the tab key to perform the calculation.
 - 4) Select field team data type from the QEDPS menu and enter field team sample results or dose rate values in the popup when prompted.
 - 5) Use closed window readings when calculating dose projections using field team dose rate meter data.

4.2.3 Projected Release Duration

- a. If End of Release is not known, a default value of the time of the release rounded up to the next hour plus two hours should be used.

EXAMPLE: Release has lasted for 25 minutes. Round 25 minutes up to 1 hour and add 2 hours to give a release duration of 3 hours.

- b. Time since Reactor Shutdown

If the reactor is not scrammed, leave the value set to zero.

- 4.2.4 Enter Meteorology information. Stability class is entered as an alpha character A-G. Meteorological parameters from the primary met tower are normally available on the Radiological Parameters screen. If the primary met tower parameters are not available, use instructions in Attachment 5.1, step 2.2.4.k.3.

- 4.2.5 Select RUN to calculate doses.

- 4.2.6 Select PRINT to produce a paper output with emergency worker dose adjustment factor included.

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- 4.2.7 Click on MAP to produce a projected plume map with TEDE and thyroid CDE values. If another dose projection is desired, click on RETURN.

NOTE: When returning from the Centerline Dose Results table, you may archive the results by clicking Yes when prompted. Results are archived in a file called Qarchive found in the subdirectory called Output, which is a part of the subdirectory QEDPS. Results are appended to the existing file and can be viewed with any text editor.

- 4.2.8 Compare doses and dose rates at 1.2 and 10 miles with EALs (PPM 13.1.1 Table 4) and protective action guidelines (PPM 13.2.1).
- 4.2.9 To perform another dose calculation, click on RETURN. Previous entries are retained. Enter the new values and select RUN.
- 4.2.10 Label and sign printed data for distribution. Forward to the REM for approval during the plume phase. In the Control Room the Shift Manager has approval authority. The Washington Senior State Official approves release data for distribution during the ingestion phase. Maintain a binder of all original printouts.
- 4.2.11 When finished in QEDPS, select QUIT.

4.3 Dose Estimation Using EDPS

- 4.3.1 Verify that the system is operational by turning on the surge protector, CPU, monitor, and printer, as necessary.
- 4.3.2 Activate EDPS by double-clicking on the EDPS icon.
- 4.3.3 Starting at the bottom of the Log On screen, enter your name and click on your location, then exit this screen via the OK button. These actions will identify your model outputs.
- 4.3.4 An understanding of the following is necessary to successfully execute the programs:
- a. At several points in the program when a subprogram begins execution, a black window appears. Press Enter (Return) and, if necessary, click on the X in the upper right to continue.
 - b. Use the reactor power level default value of 100% unless the reactor has been operating at a different power level for some time. Radioactive decay correction of the source term depends on the interval between

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Reactor Shutdown Time and Start of Release to Environment, which are entered on the EVENT TIMES screen.

- c. Ensure that the plant is the first weather station selected in the meteorology module and that data are entered. The PLUME model requires input from only one set of meteorological data from the plant.
- d. If the meteorology data times entered do not occur prior to or the same as the Start of Release to Environment, then you will get zero dose on your map contours window (ZMAX=0).
- e. Maps and text output may be made for any 15-minute time interval (display time) in the exposure period.
- f. If you get a page fault or any other error message, go back to the main screen and click on FILES then NEXT RUN to restart at the beginning of data input.

4.4 Historical Dose Projections

- 4.4.1 Contact the PDIS Analyst in the EOF to obtain historical values for the following computer points if the release is from the Reactor Building:

X406, Low Range Stack Monitor, PRM-RE-1A
X407, Intermediate Range Stack Monitor, PRM-RE-1B
X392, High Range Stack Monitor, PRM-RE-1C
F146AV, Delta T
F145AV, Wind direction at 33'
F144AV, Wind speed at 33'

Contact the PDIS Analyst to obtain additional values as necessary:

X198, Turbine Building Exhaust Flow
X409, Turbine Building Low Range Monitor
X394, Turbine Building Intermediate Range Monitor
X366, Radwaste Building Exhaust Flow
X408, Radwaste Building Low Range Monitor
X393, Radwaste Intermediate Range Monitor
X466, SGTS A1
X356, SGTS A2
X452, SGTS B1
X371, SGTS B2

- 4.4.2 Enter the appropriate values and click RUN, PRINT or MAP as instructed.

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5.0 ATTACHMENTS

5.1 EDPS User Guidance

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EDPS USER GUIDANCE

1.0 DATA ENTRY OVERVIEW

- 1.1 The EDPS Main Window provides a snapshot of the flow of data required to generate a dose projection.
- 1.2 An arrow points toward the module(s) that are available for data entry.
- 1.3 As information is entered into the various modules, a check mark will display next to the completed module.
- 1.4 The EDPS system will highlight the normal sequence throughout the program by putting a small box around the current field requiring a response.
- 1.5 Use of the Tab key is the recommended method for entering numerical data.
- 1.6 Use of the left mouse button is the recommended method for navigation through the program.

2.0 DATA ENTRY

2.1 Input Source Term Data

- 2.1.1 At the "Logon as EDPS Master Terminal" screen:
 - a. Select location for performing a dose projection.
 - b. Enter your name and select "OK" to continue.
- 2.1.2 At the EDPS Main Window screen, select "Files" and "Next Run" to reset the program.
- 2.1.3 Select Scenario Description on the EDPS Main window to begin entering data.
- 2.1.4 Title/Model/Height/Power
 - a. Select the Title/Height/Bldg Wake/Power submenu.
 - b. Type in a Run Title for the dose projection being performed. Example:
Run 1

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- c. Choose the desired Transport Model. In general:
 - 1) For most projections, select the Puff model.
 - The Plume model should be selected if the projection is for a near site vicinity map.
 - 2) In the Intermediate (Ingestion) Phase, use the Puff Model
- d. Choose Wake Effects or No Wake Effects.

The building wake option should be selected to allow building wake to be accounted for in the rate of diffusion.
- e. Enter 1 meter as Effective Release Height.
- f. Enter the Reactor Power level at which the plant was operating prior to shutdown. The default value is 100%. If the plant was shutdown for seven days or longer, use 0% for power.
- g. When the above data are entered, select the DONE button on the screen.

2.1.5 Source Term

- a. Select the Source Term submenu.
- b. Select the Source Term option from the display which will be used to perform the projection.
- c. When plant monitoring data are available, Monitoring Data is the desired option.
- d. If the effluent monitors are out of service, refer to Section 4.0 of this attachment for dose calculations based on plant conditions or sample analysis.
- e. The Monitoring Data screen lists the Plant Monitors used to calculate a release. Readings for all monitors listed are normally available on RSTAT in PDIS.
- f. Select monitor to be used for the calculation and enter data in appropriate blocks.
 - 1) If the release path is out the Reactor Building, the primary choice is a Stack Monitor.

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- 2) When a Stack Monitor is selected, a screen will be displayed requesting Standby Gas Treatment System (SGT) information. This can be obtained through RSTAT. If the Filter Intact option is selected, the Filter Efficiency is 99.7%. If the Damaged option is selected, EDPS uses 0% efficiency.
 - 3) The default flow rate will display for the option chosen, however, this should be obtained from RSTAT. If two trains are running, add the flow rates together prior to entry.
 - 4) Enter the monitor reading based on RSTAT data.
 - 5) Verify all suspect data through EOF engineering staff.
- g. Select the DONE button when complete to return to the data input submenu.

2.1.6 Event Times

- a. Select the EVENT TIMES button on the screen.
- b. The following events should be displayed:
 - 1) Reactor Shutdown
If the reactor is not scrammed, enter the same time as the Start of Release to Environment. Use a 00:00 time format.
 - 2) Start of Release to Containment
For releases from other than the reactor building, enter the same time as the Start of Release to Environment.

If the reactor is not scrammed, enter the same time as the Start of Release to Environment.
 - 3) Start of Release to Environment
 - 4) End of Release

If End of Release is not known, a default value of the time of the release rounded up to the next hour plus two hours should be used.

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EXAMPLE: Release has lasted for 25 minutes. Round 25 minutes up to 1 hour and add 2 hours to give a release duration of 3 hours.

5) End of Exposure

Use the same time as End of Release or a later time. For times later than the End of Release when the plume has left the area of concern, then groundshine is the major pathway of exposure.

6) Select DONE to return to the data input menu.

2.1.7 Review of Entered Data

- a. Select the View Entered Values button to review data for accuracy.
- b. Select the Return to Main Menu button.
- c. If data needs to be changed, then select the appropriate submenu and enter the correct data.
- d. When the correct data are entered, select the Store Values in File button.
- e. Select EXIT button. A black calculation screen will display. Press Return, and, if necessary, use the mouse to click on the X to close the window.

2.2 Meteorological Data

2.2.1 Select Input Meteorology Data button.

2.2.2 Meteorology Data Overview

Although data from multiple weather stations may be entered in the Puff model, only the data from the Columbia Generating Station meteorology tower is required and used during the Straight Line Plume selection.

The following is a brief description of the functions of each button displayed on the screen:

- a. CHANGE STATIONS Allows adding or changing stations.
- b. CLEAR LIST Clears entire list of dates and times.

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- c. REMOVE ITEM FROM LIST After selecting an individual date and time, you can remove it from the list using this function.
- d. ADD NEW DATE/TIME After entering new date and time in the appropriate fields, this function adds them to the date and time list.
- e. ENTER DATA Allows entry of data for weather stations for specific dates and times.

2.2.3 Obtain meteorological data. Meteorological parameters from the primary met tower are normally available on the Radiological Parameters screen. If the primary met tower parameters are not available, use instructions provided in step 2.2.4.k.3.

2.2.4 Entry of Meteorological Data.

- a. Meteorological data must be entered for times within 3 hours prior to, or at the same time as, the Start of Release to Environment time entered previously. Only one data time is allowed for the straight line Plume model.
- b. If desired date and time is not listed, then select CLEAR LIST. Program will ask if you are sure you want to clear the list? Select YES.
- c. Enter date of meteorological data in the NEW DATE field (MM/DD/YY). Press TAB key.
- d. Enter time in NEW TIME field (HH:MM). Press TAB key.
- e. Select the ADD NEW DATE/TIME button.
- f. Steps 2.2.3.c. through 2.2.3.e. may be repeated for each date and time to be entered. Multiple dates and times should only be entered if the Puff Model is selected.
- g. Select DONE.
- h. Select ENTER DATA.
- i. Input starts for the first date and time on the list. It may be necessary to select NEXT TIME SHEET to advance to the proper date and time before entering data for the Puff model.

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j. Enter WNP-2 Mix Height (in meters). Refer to the list below:

- 1) winter 500
- 2) spring 750
- 3) summer 1000
- 4) fall 750

k. Enter Stab Class (Stability Class) - list is displayed on screen to choose class by number (1-7). Refer to the table below for the alpha-numeric correlation. If the ΔT or stability class is not available obtain Atmospheric Stability as described in step 2.2.4.k.3).

- 1) To determine Stability Class: Obtain necessary ΔT from the RSTAT screen, or PN H13-P823 Board L - Met System located in the Control Room via the Information Coordinator. Then use the following table to determine stability class:

Stability Class vs Temperature Change With Height ($^{\circ}\text{F}/212 \text{ ft}$)		
Stability Classification	NRC Categories Stability	Temperature Change With Height ($^{\circ}\text{F}/212 \text{ ft}$)
Extremely unstable	A (1)	$\Delta T \leq -2.2$
Moderately unstable	B (2)	$-2.2 < \Delta T \leq -2.0$
Slightly unstable	C (3)	$-2.0 < \Delta T \leq -1.7$
Neutral	D (4)	$-1.7 < \Delta T \leq -0.6$
Slightly stable	E (5)	$-0.6 < \Delta T \leq 1.7$
Moderately stable	F (6)	$1.7 < \Delta T \leq 4.7$
Extremely stable	G (7)	$4.7 < \Delta T$

- 2) If the ΔT is not available, use the sigma theta available on RSTAT.

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Stability Class vs. Sigma Theta Signal		
Stability Classification	NRC Categories (Stability)	(Degrees)
Extremely unstable	<i>A (1)</i>	$\text{sigma theta} \geq 22.5$
Moderately unstable	<i>B (2)</i>	$22.5 \geq \text{sigma theta} > 17.5$
Slightly unstable	<i>C (3)</i>	$17.5 \geq \text{sigma theta} > 12.5$
Neutral	<i>D (4)</i>	$12.5 \geq \text{sigma theta} > 7.5$
Slightly stable	<i>E (5)</i>	$7.5 \geq \text{sigma theta} > 3.8$
Moderately stable	<i>F (6)</i>	$3.8 \geq \text{sigma theta} > 2.1$
Extremely stable	<i>G (7)</i>	$2.1 \geq \text{sigma theta}$

- 3) If meteorology parameters are not available from the plant Met tower, contact one of the following:

- Hanford Internet Site Weather Page (primary alternate):

Select the Hanford weather icon to access the FFTF meteorological information via the Internet. If the icon is not available, start Internet Explorer and enter the following address:

<http://terraassa.pnl.gov:2080/hms/stamap.htm>

When the icon is selected on the desktop, either a Hanford site map or the data for FFTF will be displayed. If the Hanford site map is displayed, select the 400 Area (option 9) to view the FFTF data.

Use the wind speed and direction for the 10 meter height since a ground level release is assumed.

Stability class is expressed as a numeric value. Convert the NRC stability category numeric value for ΔT to an A-G value for QEDPS. The above table or the aid on Board L may be used.

- PNNL Weather Forecaster (secondary alternate) at 373-2710

Request wind speed, direction, and differential temperature for the FFTF met tower. If this information is not available from the PNNL forecaster, contact the National Weather Service.

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- Telephone the National Weather Service Forecaster (tertiary alternate) at one of the following locations:

1-541-276-4493
1-206-526-6083

Pendleton, Oregon
Seattle, Washington

Request the following met data for the Hanford weather station: Wind speed, wind direction, and atmospheric stability, which you will need to convert to a NRC stability category of 1-7. The numeric stability category is the format that ERDS sends to NRC. The National Weather Service does not provide a temperature differential. The NWS will describe the stability category as neutral, moderately stable, etc.

Wind speed obtained from the NWS is in knots. Convert knots to miles per hour using the following conversion:

1 knot = 1.15 statute mile per hour

- l. Wind Dir (Wind Direction) - enter direction from which wind is blowing. Data point is normally available on RSTAT.
- m. Wind Spd (Wind Speed) - enter wind speed in miles per hour (mph). Data point is normally available on RSTAT.
- n. Precip (Precipitation) - a list is displayed at left of screen to assist in proper entry. Select the appropriate choice.
- o. Select Next Time Sheet button if additional dates and times are available. When data for all stations have been entered, program will display a message stating it is complete.
- p. After data has been entered, select DONE.

2.3 Select MODEL DOMAIN button on EDPS Main Window

2.3.1 During the Plume phase, the 0-10 Mile option should be selected. The 0-50 Mile option should only be selected if the released material has exceeded 10 miles, based on actual duration of the release.

2.3.2 Select DONE button.

2.4 Process Meteorological Data

2.4.1 Select PROCESS METEOROLOGICAL DATA button.

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2.4.2 A black calculation window will appear behind the menu. Press Return when calculations are complete and close the window by selecting X if necessary.

2.4.3 Press the Enter key to return to the EDPS Main Menu.

2.5 Transport Calculation

2.5.1 Select TRANSPORT CALCULATION. This module calculates the dispersion for each grid point.

2.5.2 A black calculation window will appear behind the menu. Press Return when calculations are complete and close the window by selecting X if necessary.

2.6 Choose CALCULATE DOSES Option

2.6.1 Select Calculate Doses.

2.6.2 For the Plume transport model, use a Display Time value which is equal or prior to End of Release in order to view plume dose rate data. Use of a Display Time after the End of Release will produce dose rates due only to groundshine from deposition.

2.6.3 For the Puff transport model, the Display Time feature allows the puff to be portrayed on the map and in the tabular output at different stages of its progression downwind.

2.6.4 Change Display Time, if desired. After reviewing data, select the OK button.

2.6.5 A black calculation window will appear behind the menu. Press Return when calculations are complete and close the window by selecting X if necessary.

3.0 DATA OUTPUT

3.1 The EDPS Main Menu should now have check marks beside all options except VIEW DOSE MAP and VIEW TABULAR OUTPUT.

3.2 Select VIEW TABULAR OUTPUT to view the dose projection data

3.2.1 Compare dose projection data at 1.2 miles with the EALs (PPM 13.1.1 Table 4).

3.2.2 Compare dose projection data with protective action guidelines (PPM 13.2.2).

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- 3.2.3 Print the dose projection data by selecting File on the menu bar. Then, select Print, and Complete Document.
- 3.2.4 Program may display a screen concerning Print destination and Port. Select OK.
- 3.2.5 To exit, select File in menu bar and Exit on the pull down menu.
- 3.2.6 Dose Assessor and REM signatures are required if the printed output is leaving MUDAC during the plume phase. The Washington Senior State Official approves data for release during the ingestion phase.
- 3.3 To enter new values and recalculate, select Files/Next Run.
- 3.4 Select VIEW DOSE MAP button
 - 3.4.1 This module has several options:
 - a. Files Allows viewing of any map files on the computer.
 - b. Map Allows selection of the map used for the projection.
 - c. Dose Allows selection of the type of dose to be mapped.
 - d. Print Allows map printing.
 - 3.4.2 Choose Map.
 - a. If the Plume model was selected, use only the following:
 - 1) Vicinity map (Straight Line Plume Model)
 - 2) 10 mile map (Straight Line Plume Model)
 - b. For the Puff model:

NOTE: Do not select Option 5 or 6 if running the Puff model.

 - 1) Use any of the following map options:
 - 1) 10 mile map (B&W)
 - 2) 10 mile map (color)
 - 3) 50 mile map (B&W)
 - 4) 50 mile map (color)
 - 2) If printing the maps, select the black and white maps ONLY.

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3.4.3 Choose Dose to select the type of dose to display and contour values.

a. Contour options:

- 1) Clear Map Before Plot (This should normally be checked).
- 2) Recompute Contours (Choose this if manually entering contour levels).
- 3) Manually Enter Contour Levels (You may specify contour values, however, default values have been entered).
 - To print a map showing the projected Plume boundary, select 1.00 E -04 (100 micro r) only.
- 4) During the ingestion phase, manual contour lines may be entered to project the 500 μ R (relocation boundary), 20 μ R and 2 μ R (food control boundary). To select the correct value, enter the following:

5e-4 for 500 μ R
2e-5 for 20 μ R
2e-6 for 2 μ R
 - Select the ground shine projection option when calculating the food control and relocation boundaries.

b. In the Plume phase, choose:

- 1) Total Effective Dose Equivalent (TEDE) (rem).
- 2) Acute Thyroid Dose CDE (rem).

c. Map displays with contour lines drawn.

- 1) The value of each contour line is displayed in the upper left corner of the map.
- 2) The map may be moved on the screen by clicking on a location on the map with the left mouse button and dragging it. (If map is dragged towards upper left, the contour values will disappear.)

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3.4.4 Map Printing

a. For 10 mile maps:

- 1) Select Print from menu bar.
- 2) Select Print map from pull down menu.
- 3) Enter name of person authorizing release. This will normally be the REM during the plume phase. The Washington Senior State Official approves data release during the ingestion phase.
- 4) Select OK to print map.
- 5) Computer will display message when printing is complete.
- 6) Different maps may be drawn and printed by starting at Step 3.4.3 and entering a different selection at 3.4.3.a., and repeating the steps through 3.4.4.b).
- 7) To EXIT from Map printing:
 - Select Files in menu bar.
 - Select Exit on pull down menu.

b. 50 mile maps:

- 1) Select Print from menu bar.
- 2) Select Print map from pull down menu.
- 3) Enter name of person authorizing release. This will normally be the REM during the plume phase. The Washington Senior State Official approves data release during the ingestion phase.
- 4) Select OK to print map.
- 5) To EXIT from Map printing:
 - (1) Select Files in menu bar.
 - (2) Select Exit on pull down menu.

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3.4.5 Distribution of Maps and Data

- a. Any dose projection maps or data printouts selected for distribution to offsite agencies shall have REM and Emergency Director review and approval.
- b. Maps selected for distribution should always be accompanied by the data. This is very important because the plume projected on the map is not closed and without the data sheet, the plume may be misinterpreted.

4.0 OTHER SOURCE TERM OPTIONS

4.1 Dry Well Leakage/Failure

4.1.1 Identify the condition/status for the following parameters and choose the appropriate option:

- a. Core Condition
- b. Containment Sprays
- c. Release Path
- d. Dry Well Leak Rate

4.1.2 Select DONE button.

4.2 Wet Well Leakage/Failure

4.2.1 Identify the condition/status for the following parameters and choose the appropriate option:

- a. Core Condition
- b. Wet Well
- c. Release Path
- d. Wet Well Leak Rate

4.2.2 Select DONE button.

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4.3 Containment Bypass

4.3.1 Identify the condition/status for the following parameters and choose the appropriate option:

- a. Core Condition
- b. Release Path
- c. Leak Rate

4.3.2 Select DONE button.

4.4 Gross Reactor Release - Specified Mix

4.4.1 Base these entries on approved plant sample analyses.

4.4.2 Enter the Gross Release Rate in Ci/sec (or Bq/sec).

4.4.3 Enter the specific percentage of the Release for the listed radionuclides.

4.4.4 Select DONE button when complete.

4.5 Isotopic Release Rates

4.5.1 Base these entries on approved plant sample analyses.

4.5.2 This section allows for entry of the Activity Release Rate (Ci/sec or Bq/sec) for 50 different isotopes.

4.5.3 After entry is complete, select DONE button.

4.6 Return to Section 2.1, Input Source Term Data, of this attachment to continue entering data when an additional dose projection calculation is needed.

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		USE CURRENT REVISION
COLUMBIA GENERATING STATION PLANT PROCEDURES MANUAL		
PROCEDURE NUMBER	APPROVED BY	DATE
*13.10.1	JEW - Revision 22	03/05/02
VOLUME NAME		
EMERGENCY PLAN IMPLEMENTING PROCEDURES		
SECTION		
PLANT EMERGENCY FACILITIES		
TITLE		
CONTROL ROOM OPERATIONS AND SHIFT MANAGER DUTIES		

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1.0 PURPOSE

To describe the responsibilities of the Shift Manager, Control Room Operators, and Shift Technical Advisor, and actions to be taken in the event it becomes necessary to activate and operate the Control Room as an emergency response facility during an emergency.

2.0 REFERENCES

1. 10CFR50.72, Immediate Notification Requirements for Operating Nuclear Power Reactors {R-1932}
2. 10CFR50, Appendix E (IV)(A) {R-5695, R-5708}
3. FSAR, Chapter 13.3, Emergency Plan
4. Technical Specification 5.1.2 {R1343}
5. OER 79071C, Unauthorized Forced Entry into the Protected Area at Three Mile Island Unit 1 on February 7, 1993
6. PPM 1.3.1, Operating Policies, Programs, and Practices
7. PPM 1.9.14, Onsite Medical Emergencies
8. PPM ABN-RAD-CR, Control Room HVAC High Radiation
9. PPM 5.7.1, Severe Accident Guidelines
10. Technical Memorandum 2117, Technical Support Guidelines for Core Thermal Engineer
11. PPM 13.1.1, Classifying the Emergency
12. PPM 13.10.2, TSC Manager Duties
13. PPM 13.2.1, Emergency Exposure Levels/Protective Action Guides
14. PPM 13.2.2, Determining Protective Action Recommendations
15. PPM 13.4.1, Emergency Notifications
16. PPM 13.5.1, Localized and Protected Area Evacuations
17. PPM 13.5.3, Evacuation of Exclusion Area and/or Nearby Facilities
18. PPM 13.5.5, Personnel Accountability, Search and Rescue

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19. PPM 13.8.1, Emergency Dose Projection System Operations
20. PPM 13.13.4, After Action Reporting
21. Classification Notification Form, 968-24075
22. Emergency Director Turnover Sheet, 968-25810
23. Emergency Response Log, 968-23895
24. Emergency Classification or Other Emergency Messages, 968-26045
25. Public Address Emergency Message Format - Localized Evacuation, 968-26048
26. Public Address Emergency Message Format - Protected Area Evacuation, 968-26050
27. Public Address Emergency Message Format - Exclusion Area Evacuation, 968-26051
28. Follow-up Notifications, 968-26098
29. Partial Activation or Manpower Schedule, 968-26171

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3.0 DISCUSSION

1. The Emergency Director (ED) is the Energy Northwest individual on site at all times who shall have the authority and responsibility to immediately and unilaterally initiate any emergency actions. {R-5708}
2. The Columbia Generating Station Shift Manager will normally act as ED when an emergency classification is initially declared. ED responsibilities will transfer from the Shift Manager to the TSC Manager or the EOF Manager depending upon time of facility activation.
3. The Shift Manager is responsible for plant operations and during an emergency will be in charge of directing the activities of on shift personnel in taking those actions necessary to mitigate the emergency conditions. The Shift Manager is the ultimate authority in prioritizing and initiating all phases of plant operations. {R-5695}
4. The Shift Manager and Security Supervisor are responsible to determine the appropriate course of action to deal with a security contingency that has the potential to threaten emergency response center activation and personnel safety.
5. Severe Accident Guidelines (SAGs) are entered and Emergency Operating Procedures (EOPs) are exited when primary containment flooding is required.
6. Once emergency operations commence and EIPs are entered, normal work control practices are superceded by EPIP repair team work task methodology. When the emergency is terminated or recovery operations begin, normal work control practices are reinstated.

4.0 PROCEDURE

1. Shift Manager Actions

NOTE: Shift Manager procedural steps may be documented using Attachment 5.1, Shift Manager Checklist.

- 4.1.1 Diagnose plant conditions and direct necessary actions to alleviate abnormal conditions.
- 4.1.2 Implement the actions of Section 4.7 until relieved by the responding Emergency Director in accordance with Section 4.6.

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- a) With assistance from the STA, determine the necessity to change the emergency classification in accordance with PPM 13.1.1. Make the necessary public address announcements:

CAUTION: At the Unusual Event level when it is desired to activate the TSC and OSC, DO NOT activate the standard auto-dialer scenario for Unusual Event. Record an on-the-fly message to summon TSC and OSC staff using form 968-26171, Partial Activation or Manpower Schedule, instead.

- 1) Emergency center activation. Refer to Emergency Classification or Other Emergency Messages, 968-26045, or,
 - 2) Localized evacuation. Refer to Public Address Emergency Message Format - Localized Evacuation, 968-26048, or,
 - 3) Protected Area Evacuation. Refer to Public Address Emergency Message Format - Protected Area Evacuation, 968-26050, or
 - 4) Exclusion Area Evacuation. Refer to Public Address Emergency Message Format - Exclusion Area Evacuation, 968-26051.
- b) Ensure appropriate Control Room log entries are made for the emergency classifications and offsite notification actions.
- c) At Site Area Emergency or higher classification, assign an individual in the Control Room to perform center accountability duties per PPM 13.5.5 if manual accountability is necessary.

4.1.3 If it becomes necessary to activate the TSC and OSC at an Unusual Event for additional support, activate both centers.

- a) Use form 968-26171, Partial Activation or Manpower Schedule, to record an on-the-fly auto-dialer message to summon OSC and TSC staff at Unusual Event.

4.1.4 For any potential security scenario that could pose a threat to emergency center activation and personnel safety, confer with the Security Supervisor to determine:

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- appropriate areas for TSC and OSC operations
- avenues of safe access
- communications abilities
- the ability of Security to keep the area safe
- if it is safe to summon the ERO or activate emergency centers

NOTE: If the SCC is not available to complete offsite notifications, the Control Room must complete offsite notifications until the SCC can resume this responsibility.

- 4.1.5 If the TSC and OSC are activated, direct the TSC to suspend in-plant activities until further notice.
- 4.1.6 If security event conditions exist for an emergency classification, declare the appropriate classification and initiate the notification process, but do not summon the ERO or activate emergency centers until it is safe to do so. Confer with the Security Supervisor to make that determination.
- 4.1.7 If conditions still exist for an emergency classification at the time the security scenario is terminated, initiate the normal notification process. Refer to form 968-26045 (pink).
- 4.1.8 If conditions no longer exist for the emergency classification at the time the security event is terminated and it is desired to terminate the emergency classification, do not notify the ERO or activate emergency centers unless other emergency conditions make it necessary.
- a) If special instructions are required to the ERO, prepare an "on-the-fly" message notification, using form 968-26171, Partial Activation or Manpower Schedule Message, Use WNP2 as the password.
- 4.1.9 If a Transitory Event has been discovered per PPM 13.1.1, notify the NRC per the instructions in PPM 13.4.1, section 5.9, Notification of Transitory Events.
- 4.1.10 If neither the EOF nor the Technical Support Center (TSC) have been activated, and:
- a) An effluent release approaching or in excess of PPM 13.1.1 Emergency Action Levels has occurred, or is occurring; or
- b) An abnormal release of radioactive effluents is indicated;

Then direct a qualified individual to initiate offsite dose calculations per PPM 13.8.1 and determine if Protective Action Recommendations (PARs) for

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the public in accordance with PPM 13.2.2, or classifications in accordance with PPM 13.1.1, are required.

- 4.1.11 If the Technical Support Center (TSC) is activated, transfer responsibilities for peripheral duties not directly related to reactor systems manipulation to the TSC.
- 4.1.12 Maintain communications with the TSC Operations Manager concerning plant status. Use the Emergency Director ringdown phone as appropriate to discuss mitigating actions prior to implementation of those actions.
- 4.1.13 Keep the Operations Manager in the TSC informed of plant conditions and actions which may impact in plant or offsite activities.
- 4.1.14 Request the Operations Manager call in additional Control Room support personnel as needed.
- 4.1.15 If notified of an emergency situation that requires Fire Brigade response, perform the following:
 - a) Activate the alerting tone.
 - b) Announce the type of emergency.
 - c) Give the emergency's location.
 - d) Request the Fire Brigade respond to the emergency.
 - e) Repeat the announcement.
 - f) Establish communications with the Fire Brigade Leader at the scene of the emergency to obtain situational reports, confer on action plans, and assess manpower and equipment needs for mitigating the emergency.
 - g) Ensure the Control Room maintains accountability for emergency personnel performing Fire Brigade or Emergency Operating Procedure (EOP) activities until the OSC is activated.

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NOTE: When not used for Control Room dispatched activities, emergency personnel may be staged in the OSC or at a location determined by the Shift Manager and the OSC Manager.

NOTE: When activated, the OSC becomes responsible for accountability of plant emergency workers.

4.1.16 Inform the OSC of:

- Known or suspected Plant hazards
- Names of dispatched Fire Brigade or EOP team members
- Assignment
- Location
- Time dispatched and expected time of return

NOTE: Tasks of an immediate nature should be prefaced by the term "urgent". The Shift Manager will usually confer with the Operations Manager on tasks of an urgent nature, but the Shift Manager has the final authority in determining if a task is "urgent".

4.1.17 If a task is identified as requiring an immediate response, designate it as "urgent" and communicate the task to the TSC Operations Manager or TSC Manager.

4.1.18 If more than one "urgent" task is identified, select a priority for each and inform the TSC Operations Manager.

4.1.19 If notified of the need for offsite medical assistance for injured or contaminated injured personnel, implement PPM 1.9.14.

4.1.20 Refer any incoming media calls to the Joint Information Center.

4.1.21 Maintain a log of events and actions.

4.1.22 For termination of emergency:

- a) Collect the individual After Action Reports prepared by staff personnel.
- b) Prepare an individual After Action Report as per PPM 13.13.4.

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c) Deliver all After Action Reports to the Operations Manager.

2. Control Room Supervisor Actions

4.2.1 Advise the Shift Manager of abnormal conditions and perform duties as directed.

4.2.2 Take actions to terminate the conditions causing the emergency.

4.2.3 Continuously monitor the Control Room habitability in accordance with PPM ABN-RAD-CR.

NOTE: If you initiate PPM ABN-RAD-CR while the TSC is occupied, notify the TSC Manager that an air stagnation condition will exist.

4.2.4 If the TSC is determined to be uninhabitable, initiate TSC isolation actions specified in PPM ABN-RAD-CR.

4.2.5 In the absence of the Shift Manager or higher authority, assume Shift Manager responsibilities, including Emergency Director responsibilities and authority as per Section 4.7. {R1343}

4.2.6 Direct the activities of Control Room Operators and Equipment Operators.

4.2.7 Refer any incoming media calls to the Joint Information Center.

3. Control Room Operator Actions

4.3.1 Recognize unusual plant conditions and take necessary actions under direction of Control Room Supervisor and/or Shift manager to terminate the condition causing the emergency.

4.3.2 Keep the Control Room Supervisor informed of unusual conditions.

4.3.3 Refer any incoming media calls to the Joint Information Center.

4. Shift Technical Advisor/Emergency Response SRO Actions

- The Shift Technical Advisor (STA) qualified individual should stay abreast of plant activities and status. The STA qualified individual evaluates the risk associated with planned plant activities and advises shift management on actions to be taken to minimize the associated risk. When appropriate, the STA qualified individual should advise shift management on technical matters.

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An STA qualified individual shall be on shift in modes 1, 2, or 3, per FSAR requirements.

When the STA qualified individual is performing a dual role as the Shift Manager or Control Room Supervisor, another SRO (the Emergency Response SRO) shall be on shift to provide independent oversight of plant activities and status, and to assist the Shift Manager in emergency response activities. This individual may be the Shift Support Supervisor (SSS), if SRO qualified.

- The Emergency Response SRO shall be on shift in all modes when the STA function is provided by the Shift Manager or Control Room Supervisor. The Emergency Response SRO is another SRO present to advise and assist the Shift Manager on emergency response actions such as emergency classifications and notifications, protective action recommendations, and off-site dose assessment.
- 4.4.1 If an off-normal condition is indicated, or if directed by the Shift Manager, man the duty station in the control room and maintain a log of your actions.
- 4.4.2 Assist the Shift Manager in evaluating plant conditions relative to preestablished emergency action levels and initiating conditions and in declaring the appropriate emergency classification. Refer to PPM 13.1.1.
- 4.4.3 Utilize the computer outputs (such as, TDAS, PDIS and GDS) to evaluate the potential for core damage or worsening of an abnormal event.
- 4.4.4 If core damage is suspected, make a qualitative assessment of plant parameters using Technical Memorandum 2117, Technical Support Guidelines for Core Thermal or Reactor Engineer during and following an abnormal event if the TSC is not activated. Provide the Shift Manager with a Plant Status Assessment.
- 4.4.5 Provide the Shift Manager with recommendations to minimize or control the consequences of an emergency condition.

NOTE: A radioactive release is in progress when any of the following conditions exist:

- A valid reading exists which exceeds PPM 13.1.1 Table 3 Column UE, OR
- Offsite dose calculations meet or exceed PPM 13.1.1 Table 4 Column UE levels for TEDE or CDE thyroid, OR
- Field teams measure GE 100 microR at 1.2 miles.

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NOTE: Refer to PPM 13.8.1 for dose projection guidance.

- 4.4.6 Perform offsite dose assessment using the Quick Emergency Dose Projection System (QEDPS).
- 4.4.7 Provide input to the Emergency Director for emergency classification and/or protective action decisions as necessary in accordance with PPM 13.2.2 guidance.
- 4.4.8 Coordinate turn over of offsite dose projection functions to the TSC or EOF when they are activated and able to assume procedural responsibility.
- 4.4.9 Provide information to the Shift Manager on Emergency Plan Implementing Procedures that prescribe emergency response actions that provide for employee and public safety.
- 4.4.10 Continuously reassess plant conditions and keep the Shift Manager informed of new data and your recommendations.
- 4.4.11 Refer incoming media calls to the Joint Information Center.

5. All Control Room Personnel

- 4.5.1 Upon shift change, brief your relief on responsibilities, duties and current status of tasks being performed.
- 4.5.2 Upon shift change or termination of the emergency:
 - a) Prepare individual After Action Report as per PPM 13.13.4.
 - b) Deliver all After Action Reports to Shift Manager for delivery to the Operations Manager.

6. Transfer Of Emergency Director Duties

The Shift Manager remains a part of the decision making team when in SAGs. Announce the transition of SAG entry and EOP exit to the Control Room and TSC Operations Manager.

- 4.6.1 Transferring the Emergency Director duties:
 - a) When contacted by an oncoming Emergency Director, give a time when conditions would permit the turnover process.

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NOTE: The Classification Notification Form or the Emergency Director Turnover Sheet can be used as a guide during the turnover process.

- b) At the time when conditions permit, contact the oncoming Emergency Director and conduct a turnover that includes a discussion of the Plant status and emergency conditions.
- c) Once the oncoming Emergency Director fully understands the current conditions and proposed actions, transfer the Emergency Director duties.
- d) Announce the transfer to the facility staff.
- e) Log the transfer in the facility log.

7. Actions As Emergency Director

Once EPIPs have been entered (emergency classification occurs), recovery actions not specifically authorized by plant procedures which have a potential for radioactive release to the environment require Emergency Director concurrence.

4.7.1 Assume the following responsibilities, delegating tasks as needed with the exception of items a., through d., which may not be delegated to any other member of the Emergency Response Organization:

- a) Classification of emergencies in accordance with PPM 13.1.1, and periodically review the classification to ensure that it reflects current plant conditions.
- b) Making protective action recommendations in accordance with PPM 13.2.2, to offsite authorities responsible for implementing emergency measures for the public.
- c) Approving official notifications/communications (i.e., Crash calls) to local, state, and Federal agencies.
 - 1) Ensure that immediately after notification of the appropriate state and local agencies, but not later than one hour after event classification, a designated communicator: {R1932}
 - a) Provides the NRC with event information using guidance contained in the Event Notification Worksheet (Form 968-25665) via the NRC Emergency Notification System (ENS), or by dialing:

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(301) 816-5100 or (301) 951-0550; and

- b) Maintains continuous communication with the NRC for whatever period they request or until relieved by the Plant/NRC Liaison position in the TSC.
 - d) Requesting assistance from offsite organizations and agencies as needed.
 - e) Approving the technical content of press releases.
 - f) Ensuring, through the facility managers, that the appropriate emergency procedures are implemented.
 - g) Ensuring the requisite emergency response facilities are activated and properly staffed.
 - h) If advised of a personnel injury or death, then:
 - 1) Ensure that transportation to a medical facility is being arranged and next-of-kin notifications occur using guidance found in PPM 1.9.14.
 - 2) Ensure details of the incident, e.g., individuals name, type of injury, duties when injury occurred, etc., are forwarded to the Joint Information Center.
 - i) Authorizing venting of the primary containment when in SAGs.

NOTE: The Shift Manager, as Emergency Director, may terminate an Unusual Event. Due to the commitment of onsite and offsite manpower and resources, only the EOF Manager as the Emergency Director may terminate an event classified as Alert or greater.
 - j) Terminating the emergency and entering the recovery phase in accordance with PPM 13.13.2, Emergency Event Termination And Recovery Operations.
- 4.7.2 If action is determined to be necessary that causes the plant to depart from Technical Specifications or license conditions, refer to PPM 1.3.1 to invoke 10CFR 50.54(x) actions.
- 4.7.3 Approximately every 30 minutes, or when conditions change, perform the following:

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- a) Review the emergency action levels (EALs) in procedure PPM 13.1.1 to ensure the emergency classification declared reflects current Plant conditions.
- b) Review the protective action recommendations (PARs) in procedure PPM 13.2.2 to ensure the PARs declared reflect current Plant or radiological release conditions.
- c) Review the status of onsite protective actions and whether actions should be modified based on the current Plant conditions.
- d) Conduct facility briefing.

4.7.4 When conditions warrant a change in emergency classification or protective action recommendations, then perform the following:

- a) Complete a Classification Notification Form (CNF).

NOTE: Notifications to the state, counties and DOE (Hanford) are required within 15 minutes of time noted on the Classification Notification Form.

- b) Ensure initial and follow-up notifications are performed in accordance with PPM 13.4.1, using the completed CNF as the basis. Refer to 968-26098, Follow-up Notifications, for follow-up notifications.
- c) Direct the Information Coordinator to inform the other Columbia Generating Station emergency facilities of the change in emergency classification and/or protective actions and to ensure a copy of the CNF is sent to the appropriate organizations.

4.7.5 Determine if Protected Area evacuation actions need to be taken in accordance with the following:

- a) Alert - Evacuation is optional, depending on event prognosis, consider evacuating plant personnel who are not part of the ERO.
- b) Site Area Emergency and General Emergency - Protected Area evacuation is required for most situations per PPM 13.5.1 for personnel who are not part of the ERO.

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- 4.7.6 Evacuate Site One personnel at Site Area Emergency per 13.5.3.
- 4.7.7 Consider exclusion area evacuation in accordance with PPM 13.5.3 when a Site Area Emergency is declared and order an exclusion area evacuation when a General Emergency is declared.
- 4.7.8 Authorize personnel to take potassium iodide (KI) when recommended by the Radiation Protection Manager or Radiological Emergency Manager in accordance with PPM 13.2.1.

5.0 ATTACHMENTS

- 1. Shift Manager Checklist

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SHIFT MANAGER CHECKLIST

<u>Response Actions</u>	<u>Time Completed</u>	<u>Initials</u>
<u>Shift Manager Actions</u>		
1. Diagnose plant conditions and direct necessary actions to alleviate abnormal conditions.	_____	_____
2. Implement actions of Section 4.1 or 4.7 until relieved by the responding ED per Section 4.6.	_____	_____
3. If it becomes necessary to activate the TSC and OSC for additional support, activate both centers.	_____	_____
4. For security contingencies, confer with the Security Supervisor to determine appropriate areas for TSC/OSC operations, safe routes, communications ability, and if it is safe to summon the ERO or activate the emergency centers.	_____	_____
5. If EOF nor the TSC have activated and an abnormal release of radioactive effluents is indicated, direct a qualified individual to initiate offsite dose calculations and determine if PARs per PPM 13.2.2 or classification per PPM 13.1.1 are required.	_____	_____
6. If TSC or EOF is activated, transfer responsibilities not directly related to reactor manipulation to the TSC.	_____	_____
7. Keep Operations Manager in TSC informed of plant conditions which may impact in plant or offsite activities.	_____	_____
8. Maintain communications with the TSC Operations Manager concerning plant status. Use the Emergency Director ringdown phone as appropriate to discuss mitigating actions prior to implementation of those actions.	_____	_____
9. Request Operations Manager call in additional CR support personnel as needed.	_____	_____

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<u>Response Actions</u>	<u>Time Completed</u>	<u>Initials</u>
10. If notified of emergency situation that requires FB response, perform the following:	_____	_____
a. Activate the alerting tone.		
b. Announce the type of emergency.		
c. Give the emergency's location.		
d. Request the FB respond to the emergency.		
e. Repeat the announcemnet.		
f. Ensure Control Room maintains accountability for personnel performing FB or EOP activities until the OSC is activated.		
g. Establish communications with FB Leader at scene to obtain situational reports, confer on action plans, and assess manpower and equipment needs.		
11. When activated, inform OSC of known or suspected Plant hazards, and names of dispatched FB or EOP teams, assignment, location, time dispatched and expected time to return.	_____	_____
12. It task requires immediate response, designate it as "urgent" and communicate to TSC Operations Manager or TSC Manager.	_____	_____
13. If more than one "urgent" task is identified, select a priority for each and inform the TSC Operations Manager.	_____	_____
14. If notified of need for offsite medical assistance, implement PPM 1.9.14.	_____	_____
15. Refer any incoming media calls to the JIC.	_____	_____
16. Maintain log of events and actions.	_____	_____
17. For termination of emergency, collect After Action Reports (AAR) from staff, prepare an individual AAR per PPM 13.13.4, and deliver AARs to Operations Manager.	_____	_____

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Transfer Of Emergency Director Duties

The Shift Manager remains a part of the decision making team when in SAGs. Announce the transition of SAG entry and EOP exit to the Control Room and TSC Operations Manager.

1. If transferring the ED duties:

- a. When contacted by an oncoming ED, give a time when conditions would permit the turnover process. _____
- b. At the time when conditions permit, contact oncoming ED and conduct a turnover using the Classification Notification Form or the Emergency Director Turnover Sheet as a guide. _____
- c. Once the oncoming ED fully understands current conditions and proposed actions, transfer ED duties. _____
- d. Announce the transfer to the facility staff. _____
- e. Log the transfer in the facility log. _____

Actions As Emergency Director

Once EPIPs have been entered (emergency classification occurs), recovery actions not specifically authorized by plant procedures which have a potential for radioactive release to the environment require Emergency Director concurrence.

1. Assume the following responsibilities, delegating as necessary with the exception of items a., through d., which are nondelegable: _____
- a. Classification of emergencies per PPM 13.1.1 and periodically review the classification to ensure that it reflects current plant conditions.
 - b. Making protective action recommendations per PPM 13.2.2 to offsite authorities responsible for implementing emergency measures for the public.
 - c. Approving official notifications/communications to local, state, and Federal agencies.
 - d. Requesting assistance from offsite organizations and agencies as needed.

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e. Approving the technical content of press releases.

f. If advised of a personnel injury or death, then:

Ensure that transportation to a medical facility is being arranged and next-of-kin notifications occur using guidance found in PPM 1.9.14.

Ensure details of the incident, e.g., individuals name, type of injury, duties when injury occurred, etc., are forwarded to the Joint Information Center.

g. Authorizing venting of the primary containment when in SAGs.

h. Terminating the emergency and entering the recovery phase per PPM 13.13.2.

<u>Response Actions</u>	<u>Time Completed</u>	<u>Initials</u>
2. Refer to PPM 1.3.1 to invoke 10CFR 50.54(x) actions as necessary.	_____	_____
3. Approximately every 30 minutes, or when conditions change, perform the following:	_____	_____
a. Review the EALs in procedure PPM 13.1.1 to ensure the emergency classification declared reflects current Plant conditions.		
b. Review the PARs in procedure PPM 13.2.2 to ensure the PARs declared reflect current Plant or radiological release conditions.		
c. Review the status of onsite protective actions and whether actions should be modified based on the current Plant conditions.		
4. When conditions warrant a change in emergency classification or protective action recommendations, perform the following:	_____	_____
a. Complete a Classification Notification Form (CNF).		
b. Ensure notifications are performed per PPM 13.4.1 using the completed CNF as a basis.		

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- c. Direct the Information Coordinator to inform the other Columbia Generating Station emergency facilities of the change in emergency classification and/or protective actions and ensure a copy of the CNF is sent to the appropriate organizations.
5. Determine if Protected Area evacuation actions need to be taken. Protected Area evacuations are required for most situations at Site Area Emergency per PPM 13.5.1. _____
 6. Evacuate Site One personnel at Site Area Emergency per 13.5.3. _____
 7. Consider exclusion area evacuation per PPM 13.5.3 when a Site Area Emergency is declared and order an exclusion area evacuation when a General Emergency is declared. _____
 8. Authorize increases to emergency worker radiation exposure limits when recommended by the Radiation Protection Manager or Radiological Emergency Manager per PPM 13.2.1. _____
 9. Authorize personnel to take potassium iodide (KI) when recommended by the Radiation Protection Manager or Radiological Emergency Manager per PPM 13.2.1. _____

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		USE CURRENT REVISION
COLUMBIA GENERATING STATION PLANT PROCEDURES MANUAL		
PROCEDURE NUMBER *13.10.2	APPROVED BY JEW - Revision 18	DATE 03/05/02
VOLUME NAME EMERGENCY PLAN IMPLEMENTING PROCEDURES		
SECTION PLANT EMERGENCY FACILITIES		
TITLE TSC MANAGER DUTIES		

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1.0 PURPOSE

This procedure provides instructions for the duties and responsibilities of the Technical Support Center (TSC) Manager during declared emergencies.

2.0 REFERENCES

- 2.1 FSAR, Chapter 13.3, Emergency Plan, Section 2
- 2.2 10CFR50, Appendix E (IV)(A) {R-5695, R-5708}
- 2.3 WNP-2 Safeguards Contingency Plan
- 2.4 PPM 1.3.1, WNP-2 Operating Policies, Programs, and Practices
- 2.5 PPM 1.9.14, Onsite Medical Emergencies
- 2.6 PPM 5.7.1, Severe Accident Guidelines
- 2.7 PPM 13.1.1, Classifying the Emergency
- 2.8 PPM 13.2.1, Emergency Exposure Levels/Protective Action Guides
- 2.9 PPM 13.2.2, Determining Protective Action Recommendations
- 2.10 PPM 13.4.1, Emergency Notifications
- 2.11 PPM 13.5.3, Evacuation of Exclusion Area and/or Nearby Facilities
- 2.12 PPM 13.13.2, Emergency Event Termination and Recovery Operations
- 2.13 PPM 13.13.3, Intermediate Phase MUDAC Operations
- 2.14 PPM 13.13.4, After Action Reporting
- 2.15 Classification Notification Form, 968-24075
- 2.16 Emergency Director Turnover Sheet, 968-25810
- 2.17 Emergency Response Log, 968-23895
- 2.18 Technical Support Briefing Guidelines, 968-25860
- 2.19 Emergency Classification or Other Emergency Message, 968-26045

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3.0 DISCUSSION

- 3.1 The Emergency Director (ED) is the Energy Northwest individual on shift at all times who shall have the authority and responsibility to immediately and unilaterally initiate any emergency actions. {R-5708}
- 3.2 The Shift Manager will normally act as ED when an emergency classification is initially declared. ED responsibilities will transfer from the Shift Manager to the TSC Manager or the EOF Manager depending upon time of facility activation.
- 3.3 The TSC Manager is responsible for the plant management function during an emergency and will be in charge of directing plant activities in support of Control Room operations. The TSC Manager has the authority to implement any plant action deemed necessary to mitigate the emergency conditions. {R-5695}
- 3.4 Severe Accident Guidelines (SAGs) are entered and Emergency Operating Procedures (EOPs) exited when primary containment flooding is required. An announcement to the TSC and EOF should be made when this occurs.
- 3.5 The TSC Manager is responsible to ensure communications are maintained as necessary between the Shift Manager and EOF Manager/Emergency Director. The TSC Manager should also maintain an awareness of plant conditions and obtain concurrence of the Emergency Director prior to implementing mitigating actions identified as requiring Emergency Director concurrence on EOPs or SAGs.

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4.0 PROCEDURE

NOTE: Once emergency operations commence and EIPs are entered, normal work control practices may be superceded by EIP repair team methodology at the TSC Manager's discretion. Consideration should be given to the severity of the emergency when making this decision.

NOTE: Procedural steps may be implemented using Attachment 5.2, TSC Manager Checklist.

4.1 TSC Manager Duties At Unusual Event Classification

No action required unless you are contacted by the Shift Manager or Emergency Director.

4.2 TSC Manager Duties For Alert Or Higher Classifications

- 4.2.1 Obtain an electronic dosimeter from HP Access Control. Direct all others in the TSC to obtain appropriate dosimetry (DRD or PIC).
- 4.2.2 Respond to the TSC, present your badge to the personnel accountability keycard reader, start and maintain an Emergency Response Log, and contact the Shift Manager for an initial briefing on the current status of the emergency, status of offsite notifications, and any known or anticipated plant hazardous areas.
- 4.2.3 If, after obtaining the initial Plant status briefing from the Shift Manager, the EOF Manager is not yet present, contact the JIC Manager to provide status information for the first followup news release.
- 4.2.4 Instruct responding TSC staff to promptly setup the TSC and obtain assistance if necessary to resolve any activation problems.

NOTE: You may assume the ED duties prior to TSC activation, but ensure you have sufficient personnel and communication links to assess accident conditions and communicate classification decisions or PARs to offsite authorities.

- 4.2.5 Assume the ED duties from the Shift Manager as per Section 4.3, unless the EOF Manager is prepared to assume, or has already assumed, these duties.
- 4.2.6 Make announcements to arriving TSC staff that you have assumed the ED duties.

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- 4.2.7 Direct the Plant Admin Manager to contact a qualified TSC Manager on the ERO list to respond as Assistant TSC Manager, if needed.

NOTE: Activation of the TSC without all the required positions staffed may be declared, however, recognize that failure to staff the required positions within one hour of classification is a violation of the Emergency Plan response requirements.

- 4.2.8 Monitor the progress of TSC activation and staff activities and declare the TSC activated when the following minimum staffing positions are present:

- TSC Manager
- Radiation Protection Manager (RPM)
- Operations Manager
- Plant/NRC Liaison
- Technical Manager
- Core/Thermal Hydraulics Engineer
- Mechanical Engineer
- Electrical Engineer

OR

- 4.2.9 Declare the TSC activated when the main responsibilities of the TSC can be assumed, even though the positions listed above are not all present.

TSC Main Responsibilities

- a. Provide plant management and technical support to plant operations personnel during emergency conditions.
- b. Relieve reactor operators of peripheral duties and communications not directly related to reactor system manipulations.
- c. Ensure ERDS is activated by checking with Plant/NRC Liaison.
- d. If the EOF is not activated, the TSC is also responsible for:
 - Managing the overall Energy Northwest emergency effort
 - Evaluating the magnitude and consequences of actual or potential radiological releases
 - Assessing plant conditions and determining appropriate emergency classifications

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- Coordinating emergency response activities with local, state and federal agencies and providing offsite PARs

NOTE: The TSC Manager may use judgment in determining when qualified personnel will perform a task to fulfill TSC responsibilities even though the personnel may not be identified as normally assigned to the task; e.g., a knowledgeable person could perform the function of the Plant/NRC Liaison until additional personnel arrive.

- 4.2.10 Have the TSC Information Coordinator announce activation to the other emergency centers and have the Plant/NRC Liaison report it to NRC.
- 4.2.11 Conduct an initial status briefing to TSC staff on turnover information obtained from the Control Room that includes:
 - Current emergency classification, cause of event and corrective actions being taken or in-progress
 - Current plant status, i.e., operating, shutdown, reduced power, etc.
 - Onsite personnel status of injuries, contaminations, exposures, etc.
 - If event involves radioactive releases
 - Status of notifications to offsite agencies
 - Status of offsite emergency response activities in progress or planned and PARs if issued
- 4.2.12 If the event involves a security contingency, contact the EOF Manager and request the Security Manager to determine if access security needs to be established for the TSC.
- 4.2.13 Provide update briefing on the status of planned and anticipated TSC actions to the EOF Manager.
- 4.2.14 Ensure TSC technical, maintenance, operations and radiation protection personnel are assessing plant conditions and conferring collectively to provide the TSC Manager with accident mitigation conclusions and recommendations to determine decisions on:
 - Changes to Emergency Classification or PARs
 - Preventative or corrective actions that need to be pursued or deferred
 - Tasks that need to be pursued
 - Radiological or other hazards that impact plant emergency workers

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- Need to request augmenting staff or offsite assistance
- Evacuation actions for plant personnel

4.2.15 When EAL or PAR changes are identified, notify the EOF Manager.

4.2.16 Direct that plant PA announcements of Emergency Classification changes or cautions to emergency workers about plant hazardous areas are made per steps on Form 968-26045, Emergency Classification or Other Emergency Message.

NOTE: Tasks of an immediate nature should be prefaced by the term "urgent". The Shift Manager has the authority to determine if a task is urgent. The Shift Manager also has final authority in determining the priority of urgent tasks if multiple urgent tasks exist and a question is raised as to which has priority.

4.2.17 Ensure that the Operations Manager, Technical Manager, Maintenance Manager, Radiation Protection Manager, Shift Manager and OSC Manager coordinate the repair team actions necessary to place and maintain the Plant in a stable condition.

4.2.18 If the RPM advises the TSC Manager of TSC radiological airborne activity problems, consider having the Control Room initiate HVAC isolation actions for the TSC specified in ABN-RAD-CR.

4.2.19 If the emergency worker dose limit is projected to exceed 5 REM over the course of the event for TSC staff, confer with TSC staff and determine if selected staff will be directed to continue emergency duties from the Control Room, the EOF, or be evacuated offsite.

4.2.20 For any potential scenario that could pose a threat to emergency response center activation and personnel safety, confer with the Security Supervisor to determine:

- Appropriate areas for TSC and OSC operations
- Avenues of safe access
- Communications abilities
- The ability of Security to keep the area safe

4.2.21 If you are advised of a personnel injury or death, then:

- Ensure that transportation to a medical facility is being arranged and next-of-kin notifications occur using guidance found in PPM 1.9.14.

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- b. Ensure details of the incident, e.g., individual's name, type of injury, duties when injury occurred, etc., are forwarded to the Joint Information Center.
- 4.2.22 Conduct periodic update briefings of TSC staff. Refer to Technical Support Center (TSC) Briefing Guidelines (Form 968-25860) located in the TSC.
- 4.2.23 Direct that an announcement be made to the TSC and EOF when EOPs are exited and SAGs are entered.
- 4.2.24 Obtain Emergency Director concurrence using the Emergency Director ringdown phone prior to implementing mitigating actions identified as requiring Emergency Director concurrence on EOPS or SAGs.
- 4.2.25 When plant stability is achieved, confer with the EOF Manager and consider event termination or recovery actions in accordance with PPM 13.13.2.
- 4.2.26 At event termination or shift change direct an after action critique of TSC performance to summarize actions taken and identify corrective actions needed.
- 4.2.27 At termination of an Alert or higher emergency classification, serve as a standing member of the Final After Action Report Committee in accordance with PPM 13.13.4. If the emergency does not go beyond Unusual Event, Emergency Preparedness will compile a Final After Action Report.

4.3 Transfer Of Emergency Director Duties

- 4.3.1 If assuming the Emergency Director duties:
 - a. Contact the Shift Manager and determine a time when conditions permit the turnover process.

NOTE: The Classification Notification Form (Form 968-24075), or the Emergency Director Turnover Sheet (Form 968-25810), can be used as a guide during the turnover process.

 - b. At a time when conditions permit, conduct a turnover that includes a discussion of the Plant status and emergency conditions.
 - c. Once current conditions and proposed actions are fully understood, relieve the Shift Manager of Emergency Director duties.
 - d. Announce the transfer of authority to the facility staff and ensure the other Energy Northwest emergency facilities are notified.

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- e. Initiate a CRASH conference call to notify the offsite agencies of the transfer of Emergency Director duties. Direct the Plant/NRC Liaison to notify the NRC.
- f. Log the transfer in the Emergency Response Log.
- g. As Emergency Director, follow the guidance in Section 4.4.

4.3.2 If transferring the Emergency Director duties:

- a. When contacted by the EOF Manager, provide a time when conditions permit the turnover of the Emergency Director duties.

NOTE: The Classification Notification Form (Form 968-24075), or the Emergency Director Turnover Sheet (Form 968-25810), can be used as a guide during the turnover process.

- b. When conditions permit, contact the EOF Manager and conduct a turnover of Emergency Director duties that includes a discussion of the Plant status and emergency conditions.
- c. Once the EOF Manager fully understands the current conditions and proposed actions, transfer the Emergency Director duties.
- d. Announce the transfer to the facility staff.
- e. Log the transfer in the Emergency Response Log.

4.4 Actions As Emergency Director

Once EPIPs have been entered (emergency classification occurs), recovery actions not specifically authorized by plant procedures which have a potential for radioactive release to the environment require Emergency Director concurrence.

4.4.1 Assume the following responsibilities, delegating tasks as needed with the exception of items a., through d., which may not be delegated to any other member of the Emergency Response Organization:

- a. Classification of emergencies in accordance with PPM 13.1.1, Classifying The Emergency, and periodically review the classification to ensure that it reflects current plant conditions.
- b. Making protective action recommendations in accordance with PPM 13.2.2, to offsite authorities responsible for implementing emergency measures for the public.
- c. Approving official notifications/communications (i.e., Crash calls) to local, state, and Federal agencies.
- d. Requesting assistance from offsite organizations and agencies as needed.

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- e. Making followup notifications per PPM 13.4.1
- f. Approving the technical content of press releases.
- g. Ensuring, through the facility managers, that the appropriate emergency procedures are implemented.
- h. Ensuring the requisite emergency response facilities are activated and properly staffed.
- i. Authorizing venting of the primary containment when in SAGs.

NOTE: The Shift Manager as Emergency Director may terminate an Unusual Event. Due to the commitment of onsite and offsite manpower and resources, only the EOF Manager as the Emergency Director may terminate an event classified as Alert or greater.

- j. Terminating the emergency and entering the recovery phase in accordance with PPM 13.13.2.
- 4.4.2 If action is determined to be necessary that causes the plant to depart from Technical Specifications or license conditions, refer to PPM 1.3.1 to invoke 10CFR 50.54(x) actions.
- 4.4.3 Approximately every 30 minutes, or when conditions change, perform the following:
- a. Review the emergency action levels (EALs) in procedure PPM 13.1.1 to ensure the emergency classification declared reflects current Plant conditions.
 - b. Review the protective action recommendations (PARs) in procedure PPM 13.2.2 to ensure the PARs declared reflect current Plant or radiological release conditions.
 - c. Review the status of onsite protective actions and whether actions should be modified based on the current Plant conditions.
 - d. Conduct briefings using Technical Support Center (TSC) Briefing Guidelines (Form 968-25860).
- 4.4.4 When conditions warrant a change in emergency classification or protective action recommendations, then perform the following:
- a. Complete a Classification Notification Form (CNF).

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NOTE: Notifications to the state, counties and DOE (Hanford) are required within 15 minutes of time noted on the Classification Notification Form.

- b. Ensure notifications are performed in accordance with PPM 13.4.1, using the completed CNF as a basis.
 - c. Direct the Information Coordinator to inform the other WNP-2 emergency facilities of the change in emergency classification and/or protective actions and ensure a copy of the CNF is sent to the appropriate organizations.
- 4.4.5 Determine if Protected Area evacuation actions need to be taken in accordance with the following:
- a. Alert - Evacuation is optional, depending on event prognosis, consider evacuating plant personnel who are not part of the ERO.
 - b. Site Area Emergency and General Emergency - Protected Area evacuation is required for most situations per PPM 13.5.1 for personnel who are not responding to an emergency response facility.
- 4.4.6 Evacuate Site One personnel at Site Area Emergency per 13.5.3.
- 4.4.7 Consider Exclusion Area evacuation in accordance with PPM 13.5.3 when a Site Area Emergency is declared.
- 4.4.8 Implement an exclusion area evacuation at General Emergency unless conditions will not allow evacuation.
- 4.4.9 Authorize increases to emergency worker radiation exposure limits when recommended by the Radiation Protection Manager or Radiological Emergency Manager in accordance with PPM 13.2.1.
- 4.4.10 Authorize personnel to take potassium iodide (KI) when recommended by the Radiation Protection Manager or Radiological Emergency Manager in accordance with PPM 13.2.1.

5.0 ATTACHMENTS

5.1 Duties of TSC Manager Secretary

5.2 TSC Manager Checklist

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Duties of: Technical Support Center Manager Secretary

Assignment Location: Technical Support Center

Report To: Technical Support Center Manager

Responsibilities:

1. Maintain a log of TSC Manager actions on a form similar to the Emergency Response Log (Form 968-23895) of significant events and activities involving the TSC Manager or Technical Support Center Operations with emphasis on:
 - a. Receipt of notifications of changes in emergency classification
 - b. The time and content of center briefings
 - c. Significant telephone conversations or Public Address announcements
 - d. Entries requested by TSC decision makers
 - e. Assignment of action items
2. When directed, initiate Crash Network calls for the TSC Manager to offsite agencies by:
 - a. Utilizing the Crash Network System Log located in the Emergency Phone Directory

NOTE: In the event of a Crash phone failure, refer to the Emergency Phone Directory section on Crash Calls for the alternate means of notification.

 - i. Initiate Crash call by dialing 400
 - ii. Perform a roll call of agencies contacted
 - (1) When initiating roll call inform responding parties to standby for a call from the Emergency Director
 - (2) Following completion of roll call indicate to the Emergency Director that parties are ready for the Crash call
 - (3) Note on Crash call log the time of call, message, and parties on line.

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3. When TSC Manager completes filling out the Classification Notification Form (CNF):
 - a. Make copy of original and provide copy to Admin Support for faxing and internal distribution.
 - b. Return original to TSC Manager prior to initiating Crash call notification.
4. Monitor incoming Crash calls and inform the TSC Manager of their content and note in log
5. Answer and monitor the TSC Manager's phones and record messages as necessary
6. Monitor the TSC Manager's checklist and notify him of actions required as necessary
7. Make briefing announcements to TSC members as directed
8. Perform other TSC administrative support duties as requested by the TSC Manager or Plant Administrative Manager.
9. Refer incoming media calls to the Joint Information Center.
10. Upon shift change:
 - a. Fully brief your relief on responsibilities, duties and the current status of work being performed.
 - b. Forward your log for review by the TSC Manager.
11. Upon shift change or termination of the emergency:
 - a. Prepare an individual After Action Report. Refer to PPM 13.13.4.
 - b. Provide support to TSC Manager as necessary in collating TSC Report or logs.
 - c. Deliver After Action Reports to the Plant Administrative Manager.

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TSC MANAGER CHECKLIST

<u>Response Actions</u>		<u>Time Completed</u>	<u>Initials</u>
4.1	<u>TSC Manager Duties At Unusual Event Classification</u>		
	1. No action is required unless contacted by the Shift Manager or Emergency Director.		
4.2	<u>TSC Manager Duties For Alert Or Higher Classifications</u>		
	1. Respond to TSC, present badge to the personnel accountability keycard reader and contact Shift Manager for a briefing on the current status, offsite notifications, and plant hazardous areas.	_____	_____
	2. Instruct staff to setup TSC and obtain assistance if problems arise.	_____	_____
	3. Assume ED duties from Shift Manager per Section 4.3, unless EOF Manager is prepared, or has already assumed, these duties.	_____	_____
	4. Contact JIC Manager if acting as Emergency Director and provide initial information.	_____	_____
	5. Make announcements to arriving TSC staff that you have assumed the ED duties.	_____	_____

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<u>Response Actions</u>	<u>Time Completed</u>	<u>Initials</u>
6. Contact a qualified TSC Manager on the ERO list to respond as Assistant TSC Manager, if needed.	_____	_____
7. Monitor progress of TSC activation and staff activities and declare the TSC activated when the minimum staffing positions are present.	_____	_____
OR		
8. Declare TSC activated when main responsibilities of TSC can be assumed, even though the following positions are not all present:	_____	_____
<ul style="list-style-type: none"> • TSC Manager • Technical Manager • RPM • Core/Thermal Hydraulics • Operations Manager • Mechanical Engineer • Plant/NRC Liaison • Electrical Engineer 		
9. Have TSC Information Coordinator announce activation to the other emergency centers and have the Plant/NRC Liaison report it to NRC.	_____	_____
10. Conduct initial status briefing to TSC staff on turnover information obtained from the Control Room.	_____	_____
11. If event involves a security contingency, request the EOF Manager to contact the Security Manager to determine if access security needs to be established for the TSC.	_____	_____
12. Provide update briefing on the status of planned and anticipated TSC actions to EOF Manager.	_____	_____
13. Ensure TSC technical, maintenance, operations and radiation protection personnel are assessing plant conditions and conferring collectively to provide you with accident mitigation conclusions and recommendations.	_____	_____
14. When EAL or PAR changes are identified, notify EOF Manager.	_____	_____

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<u>Response Actions</u>	<u>Time Completed</u>	<u>Initials</u>
15. Direct that plant PA announcements of Emergency Classification changes or cautions to emergency workers about plant hazardous areas are made in accordance per Form 968-26045 steps.	_____	_____
16. Ensure that the Operations Manager, Technical Manager, Maintenance Manager, Shift Manager, and OSC Manager coordinate repair team actions necessary to place and maintain Plant in a stable condition.	_____	_____
17. If the RPM advises you of TSC radiological airborne activity problems, consider having the Control Room initiate HVAC isolation actions for the TSC specified in ABN-RAD-CR.	_____	_____
18. If habitability of TSC becomes questionable, confer with TSC staff and determine if selected staff will be directed to continue emergency duties from the Control Room, the EOF, or be evacuated offsite.	_____	_____
19. For security contingencies, confer with the Security Supervisor to determine appropriate areas for TSC/OSC operations, safe routes, communications ability, and the ability of Security to keep the area safe.	_____	_____
20. If you are advised of a personnel injury or death, then:		
a. Ensure that transportation to a medical facility is being arranged and next-of-kin notifications occur using guidance found in PPM 1.9.14.	_____	_____
b. Ensure details of the incident, e.g., individual's name, type of injury, duties when injury occurred, etc., are forwarded to the JIC.	_____	_____
21. Conduct periodic update briefings of TSC staff. Refer to Technical Support Center (TSC) Briefing Guidelines (Form 968-25860) located in the TSC.	_____	_____
22. Direct the TSC Plant Administrative Manager to make a public address announcement when EOPs are exited and SAGs are entered.	_____	_____

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<u>Response Actions</u>	<u>Time Completed</u>	<u>Initials</u>
23. Obtain Emergency Director concurrence using the Emergency Director ringdown phone prior to implementing mitigating actions identified as requiring Emergency Director concurrence on EOPs or SAGs.	_____	_____
24. Direct that an announcement be made to the TSC and EOF when SAGs are entered and EOPs are exited.	_____	_____
25. When plant stability is achieved, confer with EOF Manager and consider event termination or recovery actions in accordance with PPM 13.13.2.	_____	_____
26. At event termination or shift change direct an after action critique of TSC performance to summarize actions taken and identify corrective actions needed.	_____	_____
27. At termination of an Alert or higher emergency classification, serve as a standing member of the Final After Action Report Committee in accordance with PPM 13.13.4.	_____	_____

4.3 Transfer Of Emergency Director Duties

1. If assuming the Emergency Director (ED) duties:
 - a. Contact the Shift Manager and determine a time when conditions permit turnover of Emergency Director duties. _____
 - b. At a time when conditions permit, conduct a turnover using Classification Notification Form or Emergency Director Turnover Sheet as a guide. _____
 - c. Once current conditions and proposed actions are fully understood, relieve the Shift Manager of Emergency Director duties. _____
 - d. Announce transfer of authority to facility staff and ensure other Energy Northwest emergency facilities are notified. _____

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<u>Response Actions</u>	<u>Time Completed</u>	<u>Initials</u>
f. Log the transfer in the Emergency Response Log.	_____	_____
e. Initiate a Crash call to notify offsite agencies of the transfer to Emergency Director duties.	_____	_____
f. Log the transfer in the Emergency Response Log.	_____	_____
g. As ED, follow guidance in Section 4.4.	_____	_____
2. If transferring the ED duties:		
a. When contacted by the EOF Manager, provide a time when conditions permit the turnover of Emergency Director duties.	_____	_____
b. At the time when conditions permit, contact the EOF Manger and conduct a turnover using the Classification Notification Form or the Emergency Director Turnover Sheet as a guide.	_____	_____
c. Once the EOF Manager fully understands current conditions and proposed actions, transfer ED duties.	_____	_____
d. Announce the transfer to the facility staff.	_____	_____
e. Log the transfer in the Emergency Response Log.	_____	_____

4.4 Actions As Emergency Director

Once EPIPs have been entered (emergency classification occurs), recovery actions not specifically authorized by plant procedures which have a potential for radioactive release to the environment require Emergency Director concurrence.

- | | | |
|---|-------|-------|
| 1. Assume the following responsibilities, delegating as necessary with the exception of items a., through d., which are nondelegable: | _____ | _____ |
| a. Classification of emergencies per PPM 13.1.1 and periodically review the classification to ensure that it reflects current plant conditions. | | |
| b. Making protective action recommendations per PPM 13.2.2 to offsite authorities responsible for implementing emergency measures for the public. | | |

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Response Actions

Time
Completed

Initials

- c. Approving official notifications/communications to local, state, and Federal agencies.
 - d. Requesting assistance from offsite organizations and agencies as needed.
 - e. Making followup notifications per PPM 13.4.1
 - f. Approving the technical content of press releases.
 - g. Ensuring, through facility managers, that appropriate emergency procedures are implemented.
 - h. Ensuring the requisite emergency response facilities are activated and properly staffed.
 - i. Authorizing venting of the primary containment when in SAGs.
 - j. Terminating the emergency and entering the recovery phase per PPM 13.13.2.
2. Refer to PPM 1.3.1 to invoke 10CFR 50.54(x) actions as necessary. _____
3. Approximately every 30 minutes, or when conditions change, perform the following: _____
- a. Review the EALs in procedure PPM 13.1.1 to ensure the emergency classification declared reflects current Plant conditions.
 - b. Review the PARs in procedure PPM 13.2.2 to ensure the PARs declared reflect current Plant or radiological release conditions.
 - c. Review the status of onsite protective actions and whether actions should be modified based on the current Plant conditions.
 - d. Conduct periodic briefings using the TSC Briefing Guidelines (Form 968-25860).
4. When conditions warrant a change in emergency classification or protective action recommendations, perform the following: _____
- a. Complete a Classification Notification Form (CNF).
 - b. Ensure notifications are performed per PPM 13.4.1 using the completed CNF as a basis.

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<u>Response Actions</u>	<u>Time Completed</u>	<u>Initials</u>
c. Direct the Information Coordinator to inform the other WNP-2 emergency facilities of the change in emergency classification and/or protective actions and ensure a copy of the CNF is sent to the appropriate organizations.		
5. Implement Protected Area evacuation per PPM 13.5.1 at Site Area Emergency, unless conditions will not allow evacuation.	_____	_____
6. Evacuate Site One personnel at Site Area Emergency per 13.5.3.	_____	_____
7. Consider exclusion area evacuation per PPM 13.5.3 when a Site Area Emergency is declared.	_____	_____
8. Implement an Exclusion Area Evacuation at General Emergency unless conditions will not allow evacuation.		
9. Authorize increases to emergency worker radiation exposure limits when recommended by the Radiation Protection Manager or Radiological Emergency Manager per PPM 13.2.1.	_____	_____
10. Authorize personnel to take potassium iodide (KI) when recommended by the Radiation Protection Manager or Radiological Emergency Manager per PPM 13.2.1.	_____	_____

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COLUMBIA GENERATING STATION
PLANT PROCEDURES MANUAL

PROCEDURE NUMBER	APPROVED BY	DATE
*13.11.1	JEW - Revision 25	03/05/02
VOLUME NAME		
EMERGENCY PLAN IMPLEMENTING PROCEDURES		
SECTION		
EMERGENCY OPERATIONS FACILITIES		
TITLE		
EOF MANAGER DUTIES		

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1.0 PURPOSE

This procedure describes the emergency responsibilities and duties of the Emergency Operations Facility (EOF) Manager. {R-5695, R-5708}

2.0 REFERENCES

- 2.1 GO2-83-529, Backup Emergency Operations Facilities (EOF) {2.1}
- 2.2 10CFR50 Appendix E (IV)(A) {R-5695, R-5708}
- 2.3 10CFR50.47 (b)(3) {R-1584}
- 2.4 FSAR, Chapter 13.3, Emergency Plan, Section 2 & 6
- 2.5 WNP-2 Safeguards Contingency Plan
- 2.6 PPM 1.3.1, WNP-2 Operating Policies, Programs and Practices
- 2.7 PPM 1.9.14, Onsite Medical Emergencies
- 2.8 PPM 5.7.1, Severe Accident Guidelines
- 2.9 PPM 13.1.1, Classifying the Emergency
- 2.10 PPM 13.2.1, Emergency Exposure Levels/Protective Action Guides
- 2.11 PPM 13.2.2, Determining Protective Action Recommendations
- 2.12 PPM 13.4.1, Emergency Notifications
- 2.13 PPM 13.5.3, Evacuation of Exclusion Area and/or Nearby Facilities
- 2.14 PPM 13.13.2, Emergency Event Termination and Recovery Operations
- 2.15 PPM 13.13.3, Intermediate Phase MUDAC Operations
- 2.16 PPM 13.13.4, After Action Reporting
- 2.17 Classification Notification Form, 968-24075.
- 2.18 Emergency Director Turnover Sheet, 968-25810.
- 2.19 Emergency Response Log, 968-23895.
- 2.20 Emergency Operations Facility Briefing Guidelines, 968-26028.
- 2.21 Follow-up Offsite Notifications, 968-26098

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3.0 DISCUSSION

- 3.1 The Emergency Director is the Energy Northwest individual on shift at all times who has the authority and responsibility to immediately and unilaterally initiate any emergency actions.
- 3.2 The Shift Manager normally acts as the Emergency Director when an emergency classification is initially declared. Emergency Director responsibilities will transfer from the Shift Manager to the TSC Manager or the EOF Manager depending upon time of facility activation.
- 3.3 The EOF Manager is responsible for the overall management of Energy Northwest resources and will be in charge of Energy Northwest emergency and recovery operations.
- 3.4 The EOF Manager must authorize requests for outside assistance, including resources available from the federal government.
- 3.5 Severe Accident Guidelines (SAGs) are entered and Emergency Operating Procedures (EOPs) are exited when primary containment flooding is required. The TSC Manager is responsible to communicate this to the EOF Manager or Assistant EOF Manager when this occurs.
- 3.6 The Emergency Director approves mitigating actions identified as requiring Emergency Director concurrence on SAGs or EOPs prior to implementation, using the Emergency Director ringdown phone, or other means if this method is not available.

4.0 PROCEDURE

NOTE: Procedural steps may be implemented using Attachment 5.2, EOF Manager Checklist.

4.1 EOF Manager Duties At Unusual Event Classification

- 4.1.1 No action is required unless you are contacted by the Shift Manager or Emergency Director.

4.2 EOF Manager Duties For Alert Or Higher Emergency Classifications

NOTE: If you are unable to respond to the EOF, respond to the Alternate EOF located at the Richland Office Complex.

- 4.2.1 Respond to the Emergency Operations Facility (EOF). Then,

- Sign in on the staffing board
- Obtain the EOF Manager basket and other equipment
- Start an Emergency Response Log

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- 4.2.2 Contact the Emergency Director for a briefing on the status of the emergency and offsite notifications.
- 4.2.3 Contact the JIC Manager to provide status information for the follow-up news releases.
- 4.2.4 Verify responding EOF staff promptly set up the EOF and obtain assistance, if necessary, to resolve any activation problems.

NOTE: Failure to staff the required positions within one hour of classification is a violation of the Emergency Plan response requirements.

- 4.2.5 Ensure required EOF positions are being filled as specified:

- Radiological Emergency Manager
- Environmental Field Team Members (6)
- Field Team Coordinator
- Telecommunications Manager

OR

Use judgment in determining when qualified personnel will perform a task to fulfill EOF responsibilities even though the personnel may not be identified as normally assigned to the task.

NOTE: The EOF may be activated without all required positions filled.

- 4.2.6 Declare the EOF activated when the following main responsibilities of the EOF can be assumed.

EOF Main Responsibilities

- Manage the overall Energy Northwest emergency effort.
- Evaluate the magnitude and consequences of actual or potential radiological releases.
- Coordinate emergency response activities with local, state and federal agencies.

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- Provide offsite protective action recommendations.

4.2.7 When the EOF is activated, then:

- Direct the EOF Information Coordinator to announce center activation to other emergency centers
- Direct the TSC Manager to have the Plant/NRC Liaison to report activation to NRC.
- Conduct an initial briefing, including:
 - Current emergency classification, cause of event and corrective actions being taken or in progress
 - Current plant status
 - Onsite personnel status of injuries, contaminations, exposures, etc.
 - Whether the event involves radioactive releases
 - Status of notifications to offsite agencies
 - Status of offsite emergency response activities in progress or planned and PARs if issued

4.2.8 Assume the Emergency Director duties per Section 4.6. Then:

- Initiate a Crash call per Section 4.6.
- Inform the SCC that the EOF Manager has assumed responsibility for Crash notifications.

4.2.9 Evaluate staff recommendations on assistance from outside agencies and direct the Site Support Manager to coordinate this response.

4.2.10 Conduct periodic briefings:

- If an NRC site response team is enroute, ensure a briefing in accordance with Attachment 5.1 is prepared. {R-1584}
- Conduct briefings for EOF staff approximately every 30 minutes using EOF Briefing Guidelines, form 968-26028.
- Brief the Chief Executive Officer/Representative as developments occur using form 968-26028.

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4.2.11 Ensure EOF staff are assessing plant conditions and conferring collectively to provide you with accident mitigation conclusions/recommendations to determine decisions on:

- Changes to Emergency Classification or PARs
- Prioritizing tasks that need to be pursued
- Radiological or other hazards that impact offsite emergency workers
- The need to request augmenting staff or offsite assistance
- Protective actions for plant/offsite personnel

4.2.12 Refer calls from the news media to the JIC.

NOTE: A radioactive release is defined if any of the following are met:

- A valid reading exists which exceeds any PPM 13.1.1 Table 3 Column UE value, OR
- Offsite dose calculations meet or exceed PPM 13.1.1 Table 4 UE levels for TEDE or CDE thyroid, OR
- Field teams measure 100 microR or more at 1.2 miles from the plant.

4.2.13 When it is determined that a radioactive release is in progress, perform the following:

- Complete an informational CNF;
- Initiate a Crash call;
- Direct the Information Coordinator to notify all emergency centers.

4.2.14 If elevated radiological conditions exist within the EOF or outside the Kootenai Building/EOF:

EOF general area radiation levels exceed 5 mrem/hr

EOF unidentified airborne radioactivity exceeds 0.3 DAC (0.3 DAC equates to approximately 750 ccpm on a 40 ft³ air sample in the field):

Then:

- Immediately notify the EOF staff of the condition
- Direct surveillance of airborne activity be increased to once per hour and results reported to you
- Direct dose rates in the area be determined approximately every 15 minutes and results reported to you

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- Direct that projected accumulated doses for the EOF personnel be evaluated and appropriate stay times be established
 - Prohibit eating or drinking in the EOF until advised of resolution of the EOF airborne activity problem.
- 4.2.15 If airborne activity levels outside the Kootenai Building/EOF could exceed 50 mR/hr, direct the Radiological Emergency Manager to monitor the intake and return air monitors and to ensure that Kootenai Building/EOF ventilation is in the correct operating mode.
- 4.2.16 If the emergency worker dose limit is projected to exceed 5 REM over the course of the event for EOF staff, confer with EOF staff and determine if selected staff will be directed to continue emergency duties from the TSC or the alternate EOF.

NOTE: The alternate EOF meets the functions of establishing required communications between the primary EOF and the TSC. It also serves as an assembly area for EOF responders unable to respond to the primary EOF due to hazards that prevent access to the primary facility from off site. {2.1}

- 4.2.17 If near site conditions present sufficient hazards to EOF responders that have not yet arrived at the primary EOF, direct Security road blocks to redirect EOF responders to the alternate EOF, located near the Joint Information Center at the Richland Office Complex. {2.1}
- 4.2.18 Ensure that mitigating action concurrence is obtained prior to implementing actions that require Emergency Director concurrence on EOPs or SAGs.
- 4.2.19 Terminate the event and initiate recovery operations via PPM 13.13.2 when appropriate.
- 4.2.20 Initiate ingestion zone operations per PPM 13.13.3 when appropriate. Coordinate the implementation through the Washington State Emergency Operations Center.
- 4.2.21 Determine staffing levels for the EOF and the JIC when the emergency is downgraded or terminated using PPM 13.13.2 guidelines.
- 4.2.22 At shift change or termination of emergency:
- Brief your relief on the current status of the plant and emergency activities.
 - Prepare an individual After-Action Report. Refer to PPM 13.13.4.
 - At event termination, direct an after action critique of EOF performance to summarize actions taken and identify corrective actions needed.

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- Deliver EOF After-Action Reports and summary to the Final After Action Committee or to the Emergency Preparedness Department.
- If an Alert or higher classification was declared, delegate a chairperson and establish a Final After Action Report Committee in accordance with PPM 13.13.4. If the emergency classification was Unusual Event, Emergency Preparedness will compile the report.

4.3 Specific Actions to Take at Site Area Emergency:

- Ensure notifications are completed to State, County, and DOE within 15 minutes.
- Evacuate the Protected Area per PPM 13.5.1.
- Evacuate Site One personnel per PPM 13.5.3
- Direct the Security Manager to make appropriate PA announcement for Site 1.
- Ensure dose assessment is in progress if a release is in progress or containment leakage is suspected.
- Ensure Security has established road blocks on plant access roads.
- Consider an Exclusion Area evacuation per PPM 13.5.3.
- Direct the TSC to make the appropriate PA announcements.

4.4 Specific Actions to Take at General Emergency:

- Ensure notifications are completed to State, County, and DOE within 15 minutes.
- Ensure the Protected Area is evacuated if not completed at Site Area Emergency per PPM 13.5.1.
- Ensure the Exclusion Area is evacuated per PPM 13.5.3.
- Direct the TSC to make the appropriate PA announcements.
- Direct the Security Manager to make appropriate PA announcements for Site 1.
- Ensure dose projections are updated.
- Ensure roadblocks are established and properly located to avoid the plume.
- Evaluate protective actions for emergency workers.
- Consult with the REM to determine wind direction and EOF habitability considerations.

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- Review the PARs in PPM 13.2.2 to ensure that the PARs declared reflect current Plant or radiological conditions.
- Determine if additional PARs are required per PPM 13.2.2.

4.5 Specific Actions for the Ingestion Phase:

- Initiate ingestion zone operations via PPM 13.13.3 when appropriate. Coordinate with Washington State EOC.
- Determine staffing levels for the EOF and JIC when the emergency is downgraded or terminated using PPM 13.13.2.

4.6 Transfer Of Emergency Director Duties

1. If assuming the Emergency Director (ED) duties:
 - a. Contact current ED and determine a time when conditions would permit turnover process.
 - b. At a time when conditions permit, conduct a turnover using the Classification Notification Form or Emergency Director Turnover Sheet as a guide.
 - c. Once current conditions and proposed actions are fully understood, relieve current ED of duties.
 - d. Announce transfer of authority to facility staff and ensure other Energy Northwest emergency facilities are notified.
 - e. Complete a Crash call to offsite agencies, i.e., state, county, and DOE of the transfer. The Plant/NRC Liaison in the TSC should be directed to notify the NRC on the ENS line.
 - f. Log the transfer in the facility log.
 - g. As ED, follow guidance in Section 4.7.
2. If transferring the ED duties:
 - a. When contacted by an oncoming ED, give a time when conditions would permit the turnover process.
 - b. At the time when conditions permit, contact oncoming ED and conduct a turnover using the Classification Notification Form or the Emergency Director Turnover Sheet as a guide.

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- c. Once the oncoming ED fully understands current conditions and proposed actions, transfer ED duties.
- d. Announce the transfer to the facility staff.
- e. Log the transfer in the facility log.

4.7 Actions As Emergency Director

4.7.1 Assume the following responsibilities:

NOTE: The EOF Manager must authorize requests for outside assistance, including resources available from the federal government.

NOTE: Items a through e may not be delegated.

- a. Classification of emergencies in accordance with PPM 13.1.1, Classifying The Emergency, and periodically reviewing the classification to ensure that it reflects current plant conditions.
- b. Making protective action recommendations in accordance with PPM 13.2.2 to offsite authorities responsible for implementing emergency measures for the public.
- c. Approving official notifications/communications (e.g., Crash calls) to local, state, and Federal agencies.
- d. Authorizing recovery actions not specifically authorized by procedure which have a potential for radioactive release to the environment.
- e. Requesting assistance from offsite organizations and agencies as needed.
- f. Making followup notifications to offsite agencies per PPM 13.4.1. Refer to Follow-up Offsite Notifications, 968-26098.
- g. Approving the technical content of press releases.
- h. Ensuring, through the facility managers, that the appropriate emergency procedures are implemented.
- i. Ensuring the requisite emergency response facilities are activated and properly staffed.
- j. If advised of a personnel injury or death, then:

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1. Ensure that transportation to a medical facility is being arranged and next-of-kin notifications occur using guidance found in PPM 1.9.14.
2. Ensure details of the incident, e.g., individuals name, type of injury, duties when injury occurred, etc., are forwarded to the Joint Information Center.

k. Authorizing venting of the primary containment when in SAGs.

NOTE: The Shift Manager as Emergency Director may terminate an Unusual Event. Due to the commitment of onsite and offsite manpower and resources, only the EOF Manager as the Emergency Director may terminate an event classified as Alert or greater.

- l. Terminating the emergency and entering the recovery phase in accordance with PPM 13.13.2.

4.7.2 If response to the event requires departure from Technical Specifications or license conditions, refer to PPM 1.3.1 to invoke 10CFR 50.54(x) actions.

4.7.3 Approximately every 30 minutes, or when conditions change, perform the following:

- a. Review the emergency action levels (EALs) in procedure PPM 13.1.1 to ensure the emergency classification declared reflects current Plant conditions.
- b. Review the protective action recommendations (PARs) in procedure PPM 13.2.2 to ensure the PARs declared reflect current Plant or radiological release conditions.
- c. Review the status of onsite protective actions and whether actions should be modified based on the current Plant conditions.
- d. Conduct briefings using EOF Briefing Guidelines (968-26028).

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4.7.4 When conditions warrant a change in emergency classification or protective action recommendations, then perform the following:

a. Complete a Classification Notification Form (CNF).

NOTE: Notifications to the state, counties and DOE (Hanford) are required within 15 minutes of time noted on the Classification Notification Form.

b. Initiate a Crash call to provide notification per PPM 13.4.1, using the completed CNF as a basis.

- If the Crash phone is out of service, the primary back up is the dial up system. To ensure completing notification within 15 minutes, contact the Benton and Franklin EOCs, DOE, and the Washington State EOC prior to other notifications.

c. Direct the Information Coordinator to inform the other Energy Northwest emergency facilities of the change in emergency classification and/or protective actions and ensure a copy of the CNF is sent to the appropriate organizations.

4.7.5 Determine if Protected Area evacuation actions need to be taken in accordance with the following:

- Alert - Evacuation is optional, depending on event prognosis. Consider evacuating plant personnel who are not part of the ERO.
- Site Area Emergency or General Emergency - Protected Area evacuation is required for most situations per PPM 13.5.1 for personnel who are not part of the ERO. Site 1 evacuation is required for most situations per PPM 13.5.3.

4.7.6 Consider exclusion area evacuation in accordance with PPM 13.5.3 when a Site Area Emergency is declared and order an exclusion area evacuation when a General Emergency is declared.

4.7.7 Authorize increases to emergency worker radiation exposure limits when recommended by the Radiation Protection Manager or Radiological Emergency Manager in accordance with PPM 13.2.1.

4.7.8 Authorize personnel to take potassium iodide (KI) when recommended by the Radiation Protection Manager or Radiological Emergency Manager in accordance with PPM 13.2.1.

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5.0 ATTACHMENTS

5.1 NRC Response Team Briefing Guidelines

5.2 EOF Manager Checklist

5.3 EOF Manager Secretary Duties

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NRC RESPONSE TEAM BRIEFING GUIDELINES

1. Date and time of this status briefing: Date _____ Time _____
2. Current Classification (Check): _____ UE _____ Alert _____ SAE _____ GE
Declared at: Date _____ Time _____
3. Reason for classification (include failed systems/components):

Previous classification history:

- a. Classification _____ declared at _____ for the following reason:
 - b. Classification _____ declared at _____ for the following reason:
 - c. Classification _____ declared at _____ for the following reason:
4. Offsite PARs and implementation status for current classification:
 5. Affected plant parameters (attach copy of most recent Plant Status Board display):
Fuel cladding: Intact Challenged Failed
RCS boundary: Intact Challenged Failed
Containment Integrity: Intact Challenged Failed
 6. Prognosis (check): _____ Stable _____ Improving _____ Degrading _____ N/A

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7. Meteorological Data:

- a. Wind direction from _____(Degrees) b. Wind Speed _____(MPH)
- c. Stability class: (circle) A B C D E F G
- d. Precipitation (check): _____ None _____ Rain _____ Sleet _____ Snow

8. Offsite radiological conditions (check):

- ____a. No release is involved.
- ____b. Release is imminent.
- ____c. Release is occurring. Release path:
- ____d. Release started. Time:_____ Est. Duration:
- ____e. Release occurred previously. Duration:
- ____f. Release stopped. Time:_____ Date:
- ____g. Release Inventory Isotopes Release Rate
- Iodines Ci/s
- Noble gases Ci/s
- Airborne particulates Ci/s
- Liquid Ci/s
- Other Ci/s

9. Current dose projections:

<u>Plume Centerline</u>	<u>Thyroid Dose Rate (CDE)</u>	<u>TEDE Dose Rate</u>
Site Boundary (1.2 miles)	mrem/hr	mrem/hr
2 miles	mrem/hr	mrem/hr
5 miles	mrem/hr	mrem/hr
10 miles	mrem/hr	mrem/hr

10. Onsite protective Actions:

- ____a. Protected Area Evacuation. Status:
- ____b. Exclusion Area Evacuation. Status:
- ____c. KI recommended.
- ____d. Restricted areas.

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11. Offsite agencies responding (check and list):

- ___a. Local:
- ___b. State:
- ___c. Federal:
- ___d. INPO Mutual Aid:
- ___e. Contractor/Vendor:

12. Current mitigation activities and their priority:

13. Security information:

14. Other information:

Emergency Center Status:

TSC:
OSC:
EOF:
JIC:

15. Additional Energy Northwest information sources:

<u>Information</u>	<u>Energy Northwest ERO Position</u>	<u>Location</u>
Offsite dose projections:	Radiological Emergency Mgr. (REM)	EOF
PARs & Field Team status:	REM	EOF
EOF habitability:	REM	EOF
Core damage assessment:	Engineering Manager	EOF
Containment status:	Engineering Manager	EOF
Plant equipment problems:	Technical Manager	TSC
Repair team status:	Maintenance Manager	TSC
Plant operations status:	Operations Manager	TSC
Onsite radiological status:	Radiation Protection Mgr. (RPM)	TSC
Security status:	Security Manager	EOF

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EOF MANAGER CHECKLIST

<u>Response Actions</u>	<u>Time Completed</u>	<u>Initials</u>
4.1 <u>EOF Manager Duties At Unusual Event Classification</u>		
1. No action is required unless you are contacted by the Shift Manager or Emergency Director.		
4.2 <u>EOF Manager Duties For Alert Or Higher Classifications</u>		
<u>NOTE:</u> The numbers in parentheses correspond to the step in the body of this procedure.		
1. Contact JIC Manager and provide update for follow-up news release. (4.2.3)	_____	_____
2. Declare the center activated when minimum staffing positions are present. (4.2.6)	_____	_____
3. Have EOF Information Coordinator announce activation to the other emergency centers. Direct the TSC Manager have the Plant/NRC Liaison report it to NRC. (4.2.7)	_____	_____
4. Conduct initial status briefing and periodic followup briefings approximately every 30 minutes. (4.2.7.c)	_____	_____
5. Assume the Emergency Director (ED) duties per Section 4.6. Ensure that a Crash call to offsite agencies is completed upon transfer of ED duties. (4.2.8.a)	_____	_____
6. Inform the SCC that the EOF has assumed responsibility for Crash notification. (4.2.8.b)	_____	_____
7. If the Radiological Emergency Manager advises you of EOF airborne activity problems, verify the EOF emergency ventilation has been initiated. (Refer to step 4.2.14)	_____	_____
8. If habitability of EOF becomes questionable, confer with EOF staff and determine if selected staff will be directed to continue emergency duties from the TSC or be evacuated offsite. (4.2.14)	_____	_____

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Response ActionsCompletedInitials4.3 Specific Actions to Take at Site Area Emergency: (4.3)

- Ensure notifications are completed to State, County, and DOE within 15 minutes.
- Evacuate the Protected Area per PPM 13.5.1.
- Evacuate Site One personnel per PPM 13.5.3
- Direct the Security Manager to make appropriate PA announcement for Site 1.
- Ensure dose assessment is in progress if a release is in progress or containment leakage is suspected.
- Ensure Security has established road blocks on plant access roads.
- Consider an Exclusion Area evacuation per PPM 13.5.3.
- Direct the TSC to make the appropriate PA announcements.

4.4 Specific Actions to Take at General Emergency: (4.4)

- Ensure notifications are completed to State, County, and DOE within 15 minutes.
- Ensure the Protected Area is evacuated if not completed at Site Area Emergency per PPM 13.5.1.
- Ensure the Exclusion Area is evacuated per PPM 13.5.3.
- Direct the Security Manager to make appropriate PA announcements for Site One.
- Direct the TSC to make the appropriate PA announcements.
- Ensure dose projections are updated.
- Ensure roadblocks are established and properly located to avoid the plume.
- Evaluate protective actions for emergency workers.
- Consult with the REM to determine wind direction and EOF habitability considerations.

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Response ActionsCompletedInitials

- Review the PARs in PPM 13.2.2 to ensure that the PARs declared reflect current Plant or radiological conditions.
- Determine if additional PARs are required per PPM 13.2.2.

4.5 Specific Actions for the Ingestion Phase: (4.5)

- Initiate ingestion zone operations via PPM 13.13.3 when appropriate. Coordinate with Washington State EOC.
- Determine staffing levels for the EOF and JIC when the emergency is downgraded or terminated using PPM 13.13.2.

4.6 Transfer Of Emergency Director Duties (4.6)

1. If assuming the Emergency Director (ED) duties:

- a. Contact current ED and determine a time when conditions would permit turnover process.
- b. At a time when conditions permit, conduct a turnover using the Classification Notification Form or Emergency Director Turnover Sheet as a guide.
- c. Once current conditions and proposed actions are fully understood, relieve current ED of duties.
- d. Announce transfer of authority to facility staff and ensure other Energy Northwest emergency facilities are notified.
- e. Complete a Crash call to offsite agencies, i.e., state, county, and DOE of the transfer. The Plant/NRC Liaison in the TSC should be directed to notify the NRC on the ENS line.
- f. Log the transfer in the facility log.
- g. As ED, follow guidance in Section 4.7.

2. If transferring the ED duties:

- a. Conduct a turnover using the Classification Notification Form or the Emergency Director Turnover Sheet as a guide.

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Response ActionsCompletedInitials

b. Transfer ED duties.

c. Announce the transfer to the facility staff.

d. Log the transfer in the facility log.

4.7 Actions As Emergency Director (4.7)

Once EPIPs have been entered (emergency classification occurs), recovery actions not specifically authorized by plant procedures which have a potential for radioactive release to the environment require Emergency Director concurrence.

1. Assume the following responsibilities.

NOTE: Items a through e cannot be delegated.
Items f through g may be delegated if desired.

a. Classify emergencies per PPM 13.1.1 and periodically review the classification to ensure that it reflects current plant conditions.

b. Make protective action recommendations per PPM 13.2.2 to offsite authorities responsible for implementing emergency measures for the public.

c. Approve official notifications/communications to local, state, and Federal agencies.

d. Authorize recovery actions not specifically authorized by procedures which have a potential for radioactive release to the environment.

e. Request assistance from offsite organizations and agencies as needed.

f. Make followup notifications to offsite agencies per PPM 13.4.1. Refer to Follow-up Offsite Notifications, 968-26098.

g. Approve the technical content of press releases.

h. Ensure, through facility managers, that appropriate emergency procedures are implemented.

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- i. Ensure the requisite emergency response facilities are activated and properly staffed.
- j. If advised of a personnel injury or death, then:
 - 1) Ensure that transportation to a medical facility is being arranged and next-of-kin notifications occur using guidance found in PPM 1.9.14.
 - 2) Ensure details of the incident, e.g., individuals name, type of injury, duties when injury occurred, etc., are forwarded to the Joint Information Center.
- k. Authorizing venting of the primary containment when in SAGs.
- l. Terminate the emergency and enter the recovery phase per PPM 13.13.2.
- 2. Refer to PPM 1.3.1 to invoke 10CFR 50.54(x) actions as necessary. (4.7.2) _____
- 3. Approximately every 30 minutes, or when conditions change, perform the following: (4.7.3) _____
 - a. Review the EALs in procedure PPM 13.1.1 to ensure the emergency classification declared reflects current Plant conditions.
 - b. Review the PARs in procedure PPM 13.2.2 to ensure the PARs declared reflect current Plant or radiological release conditions.
 - c. Review the status of onsite protective actions and whether actions should be modified based on the current Plant conditions.
 - d. Conduct briefings using the EOF Briefing Guidelines.
- 4. When conditions warrant a change in emergency classification or protective action recommendations, perform the following: (4.7.4) _____
 - a. Complete a Classification Notification Form (CNF).
 - b. Ensure notifications are performed per PPM 13.4.1 using the completed CNF as a basis.
 - c. Direct the Information Coordinator to inform the other Energy Northwest emergency facilities of the change in emergency classification and/or protective actions.
 - d. Ensure a copy of the CNF is sent to the appropriate organizations.

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5. Determine if Protected Area evacuation actions need to be taken. (4.7.5) _____
- a. Alert - Evacuation is optional, depending on event prognosis.
Consider evacuating plant personnel who are not part of the ERO.
- b. Site Area Emergency or General Emergency - Protected Area evacuation is required for most situations per PPM 13.5.1 for personnel who are not part of the ERO.
- c. Evacuate Site 1 per PPM 13.5.3.
6. Consider exclusion area evacuation per PPM 13.5.3 when a Site Area Emergency is declared and order an exclusion area evacuation when a General Emergency is declared. (4.7.6) _____
7. Authorize increases to emergency worker radiation exposure limits when recommended by the Radiation Protection Manager or Radiological Emergency Manager per PPM 13.2.1. (4.7.7) _____
8. Authorize personnel to take potassium iodide (KI) when recommended by the Radiation Protection Manager or Radiological Emergency Manager per PPM 13.2.1. (4.7.8) _____

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Duties of: EOF Manager Secretary
Assignment Location: Emergency Operations Facility
Report To: EOF Manager

Responsibilities:

1. On arrival at the EOF, sign in on the staffing board, obtain your procedure book from the wall rack and your supply drawer from the EOF supply cabinet.
2. Maintain a log of EOF Manager actions, significant events and activities on an Emergency Response Log, Form 968-23895, with emphasis on:
 - a. Receipt of notifications of changes in emergency classification.
 - b. The time and content of center briefings.
 - c. Significant telephone conversations or Public Address announcements.
 - d. Entries requested by EOF decision makers.
 - e. Assignment of action items.
3. When directed, initiate Crash Network calls for the EOF Manager (acting as emergency director) by utilizing the Crash Network System Log located in the Emergency Phone Directory to perform the following:
 - a. Initiate Crash call by dialing 400.
 - 1) If there is a failure of the Crash phone, the dial up phone is the primary backup. When making notifications using the dial up, contact Benton and Franklin counties, Washington State and DOE first to ensure that 15 minute time requirement is met.
 - b. Perform a roll call of agencies contacted.
 - 1) When initiating roll call inform responding parties to standby for a call from the Emergency Director.
 - 2) Following completion of roll call indicate to the Emergency Director that parties are ready for the Crash call.
 - 3) Note on Crash call log the time of call, message, and parties online.
 - 4) Inform the EOF Manager of any offsite agency failing to respond to the roll call.

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Duties of: EOF Manager Secretary (Contd.)

4. When the EOF Manager (as Emergency Director) completes filling out the Classification Notification Form (CNF):
 - a. Make a copy of the original and provide the copy to the Admin support personnel for faxing and internal distribution.
 - b. Return the original to the EOF Manager prior to initiating Crash call notification.
5. Answer and monitor the EOF Manager's phones and record messages as necessary.
6. Monitor the EOF Manager's procedure checklist (Attachment 5.2 of this procedure) and remind him of actions required as necessary.
7. Make briefing announcements to EOF staff as directed, similar to, "There will be a briefing in five minutes. Please refer to your briefing guides."
8. Perform other EOF administrative support duties as requested by the EOF Manager.
9. Refer incoming media calls to the Joint Information Center.
10. Upon shift change:
 - a. Fully brief your relief on responsibilities, duties and the current status of work being performed.
 - b. Forward your log for review by the EOF Manager.
11. Upon shift change or termination of the emergency:
 - a. Prepare an individual After Action Report. Refer to PPM 13.13.4.
 - b. Provide support to EOF Manager as necessary in collating EOF After Action Reports or logs.
 - c. Deliver After Action Reports to the Site Support Manager.

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COLUMBIA GENERATING STATION
PLANT PROCEDURES MANUAL

PROCEDURE NUMBER	APPROVED BY	DATE
*13.14.4	JEW - Revision 38	03/05/02
VOLUME NAME		
EMERGENCY PLAN IMPLEMENTING PROCEDURES		
SECTION		
SUPPORTING INFORMATION PROCEDURES		
TITLE		
EMERGENCY EQUIPMENT		

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1.0 PURPOSE

This procedure describes requirements for inspection, inventory, and functional testing of emergency equipment and supplies which are maintained for emergency operations, and are not listed under other approved procedures. {R-5928}

2.0 DISCUSSION

Quantities listed are minimum amounts. More than the minimum amount listed is acceptable. Minimum amounts are allowed to be less than specified provided that quantities in question are returned to the proper amount as soon as practicable.

The Supervisor, Emergency Preparedness may make determinations for changes to quantities, types of items, or functional tests as required for good emergency preparedness practices.

A Level 1 library is maintained by Administrative Services as part of the Technical Support Center. Sufficient Level 1 Procedures, drawings, and other documentation are maintained in this library to support the Technical Support Center staff.

3.0 REFERENCES

- 3.1 Columbia Generating Station Final Safety Analysis Report (FSAR), Section 13.3, Emergency Plan
- 3.2 NUREG-0654, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans And Preparedness In Support Of Nuclear Power Plants, Section H (10)
- 3.3 PER 293-1343
- 3.4 PER 201-2521
- 3.5 PER 201-2665
- 3.6 10CFR50, Appendix E {R-5756, R-5928}
- 3.7 10CFR50, Appendix R {R-6917, R-6918, R-10307, R-10309, R-10311}
- 3.8 GO2-92-257, letter to NRC regarding ERDS Data Point Library, 11-24-92
- 3.9 Columbia Generating Station Final Safety Analysis Report, Appendix F, Table F.3-2, Section III.H
- 3.10 PPM 2.9.5, Plant Communications Systems
- 3.11 PPM 13.14.9, Emergency Program Maintenance

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- 3.12 PPM 13.10.6, Plant/NRC Liaison Duties
- 3.13 EPI-15, ERDS Quarterly Test
- 3.14 Emergency Response Log, 968-23895
- 3.15 Classification Notification Forms, 968-24075
- 3.16 Event Notification Worksheet, NRC Form 361, 968-25665
- 3.17 Repair Team Briefing/Debriefing Form, 968-25560
- 3.18 Emergency Director Turnover Sheet, 968-25810
- 3.19 10 Mile EPZ Dose Projection and Data Map Form, 968-25831
- 3.20 Skin/Clothing Contamination Report, 968-24080

4.0 PROCEDURE

4.1 Supervisor, Radiological Operations Responsibilities

- 4.1.1 Ensure cabinets or vehicles containing emergency first aid, fire brigade equipment, or radiological protection equipment are checked at the locations, and per instructions outlined in Attachments 5.1-1, 5.1-2, 5.1-3, 5.1-4, 5.1-5, and 5.1-7.
- 4.1.2 Ensure the following are checked per the instructions outlined in Attachment 5.2, EOF/ENOC Emergency Equipment:

Field Monitoring Kits:

Location:

- Kootenai Building and MPF

Decon Storage Area:

Location:

- ENOC Room 1-208A, MPF

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River Evacuation Kits:

Location:

- ENOC

Equipment for Post Accident Sample System (PASS):

Location:

- Ambulance Bay
- Counting Room
- Chemistry Lab

4.1.3 Ensure that the HVAC is checked per instructions outlined in Attachment 5.8, Ventilation Radiation Monitoring.

4.1.4 Completed work order packages should be forwarded to Records Processing.

4.2 Shift Manager Responsibilities

4.2.1 Ensure the Fire Brigade Leader, per the Columbia Generating Station Fire Marshal, performs inventories and operational checks of locations containing emergency fire equipment outlined in Attachment 5.1-1 after each use.

4.2.2 Ensure an onsite, six hour supply of reserve air is provided to permit quick replenishment of exhausted air supply cylinders as they are returned.
{R-10309}

4.2.3 Ensure that the following alarm systems are demonstrated per the instructions outlined in Attachment 5.1-6, Plant Emergency Alerting Signals:

Plant Exclusive Use Signals:

Location: Control Room

- Alerting Tone

4.2.4 Completed work order packages should be forwarded to Records Processing.

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4.3 Manager , Operations, Responsibilities

4.3.1 Ensure the Control Room is checked per the instructions outlined in Attachment 5.7, Emergency Center Equipment and Supplies.

4.3.2 Completed work order packages should be forwarded to Records Processing.

4.4 Supervisor, Security Force Responsibilities

4.4.1 Ensure the Security Communications Center is checked per the instructions outlined in Attachment 5.7, Emergency Center Equipment and Supplies.

4.4.2 Completed work order packages should be forwarded to Records Processing.

4.5 Information Services Network Operations Manager Responsibilities

4.5.1 Ensure that the Communications Systems are checked per the instructions outlined in Attachment 5.5, Communications System Tests.

4.5.2 Completed work order packages should be forwarded to Records Processing.

4.6 Construction and Maintenance Services Manager Responsibilities

4.6.1 Ensure that the HVAC and diesel generators are tested per instructions outlined in Attachment 5.9, Facilities Systems Tests.

4.6.2 Completed work order packages should be forwarded to Records Processing.

4.7 Supervisor, Emergency Preparedness Responsibilities

4.7.1 Ensure the Technical Support Center, Operations Support Center, the Joint Information Center, and the Emergency Operations Facility is checked per the instructions outlined in Attachment 5.7, Emergency Center Equipment and Supplies.

4.7.2 Completed work order packages should be forwarded to Records Processing.

4.7.3 Ensure the following cabinets are checked in accordance with the instructions outlined in Attachment 5.3, Hospital Radiological Emergency Kits:

Hospital Radiological Emergency Kits:

Locations:

- Kadlec Medical Center, Emergency Room Storage Cabinet

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- Kennewick General Hospital, Emergency Room Entrance Area
- Our Lady of Lourdes, Nuclear Medicine Area

- 4.7.4 Ensure the Emergency Phone Directory is maintained per the instructions outlined in Attachment 5.4, Emergency Planner Communications System Tests.
- 4.7.5 Ensure the dedicated telephone lines are checked per the instructions outlined in Attachment 5.4, Emergency Planner Communications System Tests.
- 4.7.6 Ensure the Emergency Response Data System (ERDS) is tested quarterly as outlined in Attachment 5.5, Communications System Tests.
- 4.7.7 Hardware or software changes that affect transmitted ERDS data points identified in Attachment 5.10 shall be provided to NRC within 30 days after the change is made.
- 4.7.8 Hardware or software changes, except data point modifications, that could affect ERDS data transmission format or computer communication protocol with ERDS shall be provided to NRC at least 30 days prior to implementing the modification.
- 4.7.9 Monitor compliance with this procedure's requirements, and take action to ensure discrepancies are corrected.

4.8 Supervisor, Industrial Safety & Occupational Health

- 4.8.1 Ensure that the nurse's station medical equipment and supplies are checked per Attachment 5.6, Nurse's Station Medical Equipment and Supplies.
- 4.8.2 Reset the PTL due date to the next required interval.

5.0 ATTACHMENTS

- 5.1 Columbia Generating Station Emergency Equipment
- 5.2 EOF/ENOC Emergency Equipment
- 5.3 Hospital Radiological Emergency Kits
- 5.4 Emergency Planner Communications System Tests
- 5.5 Communications System Tests

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- 5.6 Nurse's Station Medical Equipment and Supplies
- 5.7 Emergency Center Equipment and Supplies
- 5.8 Ventilation Radiation Monitoring
- 5.9 Facilities Systems Tests
- 5.10 Emergency Response Data System (ERDS)

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COLUMBIA GENERATING STATION EMERGENCY EQUIPMENT

5.1-1	Fire Brigade Stations	{3.1}
5.1-2	Decontamination Kits	{3.1}
5.1-3	First Aid Kit, Type A	{3.1}
5.1-4	First Aid Kit, Type B	{3.1}
5.1-5	Emergency Protective Equipment Kit (TSC)	{3.1}
5.1-6	Plant Emergency Alerting Signals	
5.1-7	Emergency Protective Equipment Kit (OSC)	

Attachment 5.1

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ITEMS IN/NEAR
FIRE BRIGADE STATIONS

STATION 1

{R-6917, R-10307,
R-10311, R-6918}

<u>ITEM</u>	<u>MINIMUM</u>
Battery, 6 Volt Lantern	5
Bolt Cutter	1
Chain Wrench	1
Sledge	1
Fire Axe	1
Pinch Bar	1
Hacksaw Frame/Blade	1
Pocket Knife	1
Spanner Wrench	5
Pipe Wrench	2
6 Volt Lantern	5
Nylon Rope, 100 feet	1
Leather Gloves	10 Pair
Personal Alert Safety System (PASS) devices	10
SCOTT Air-Pak 50 Self Contained Breathing Apparatus	10
SCOTT Envoy RadioCom, Mounted on each SCBA unit	10
Spare Air Cylinders	20
Stretcher	1
Smoke evacuation fan and exhaust trunk	1
Radios (Motorola HT-1000) on charger	6
Radio batteries (alkaline)	6
Megaphone	1
Personnel/SCBA Accountability Board	1
Power Block Pre-Fire Plans	1 set
Non-Power Block Pre-Fire Plans	1 set

ITEMS IN/NEAR
FIRE BRIGADE STATIONS

STATION 1, cont'd

{R-6917, R-10307,
R-10311, R-6918}

ITEM

MINIMUM

* Fire Brigade Leader cart, including:	1
- Spanner wrenches	2
- Pipe Wrench	1
- Nylon rope, 100 feet	1
- Gloves (one Large, one XL)	2 pair
- Nomex hoods	2
- Radios	2
- Radio batteries	2
- Flashlights, 6V lantern	2
- Batteries, 6V	2
- Flashlights, helmet style	2
- Hose nozzle (with ball shut off valve)	1
- Telephone, with cord	1

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ITEMS IN/NEAR
FIRE BRIGADE STATIONS (Cont.)

STATION 2 (Building 62)

{R-6917, R-10307,
R-10311, R-6918}

<u>ITEM</u>	<u>MINIMUM</u>
Battery, 6 Volt Lantern	5
Bolt Cutter	1
Chain Wrench	1
Sledge	1
Fire Axe	1
Pinch Bar	1
Hacksaw Frame/Blade	1
Pocket Knife	1
Spanner Wrench	5
Pipe Wrench	2
6 Volt Lantern	5
Nylon Rope, 100 feet	1
Leather Gloves	10 Pair
Personal Alert Safety System (PASS) device	10
SCOTT Self Contained Breathing Apparatus	10
Spare Air Cylinders	35
Stretcher	1
Smoke evacuation fan and exhaust trunk	1
Radios	6
Megaphone	1
Personnel/SCBA Accountability Board	1
Power Block Pre-Fire Plans	1 set
Non-Power Block Pre-Fire Plans	1 set
Foaming agent	4
Foaming agent eductor	1

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EMERGENCY RESPONSE VAN

<u>ITEM</u>	<u>MINIMUM</u>
1 1/2" hose - 200 feet	1
2 1/2" hose - 300 feet	2
1 1/2" Adjustable Fog Nozzles	2
Hydrant Wrench	2
2 1/2" x 1 1/2" x 1 1/2" Gated Wye	1
2 1/2" Gate Valve	1
20# ABC Extinguisher	2
 Halon Extinguisher	 1

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INSTRUCTIONS
FIRE BRIGADE STATIONS (Cont.)

Passport Work Item: FPSYS108

Locations:

- Kit 1E - 441' elevation, Turbine Building, Fire Brigade Station 1
- Kit 2E - Building 62, Fire Brigade Station 2
- Kit 3E - Fire Response Van - Protected Area

Monthly (and after use):

SCBA, inspect as follows:

- Verify the SCBA regulator and reducer calibration dates will not be exceeded prior to the next monthly inspection.
- Verify all air cylinders full, GTE 4000 psi
- Verify SCBA units are properly staged, including shoulder and waist straps fully extended, and proper staging of regulator, Envoy-RadioCom wires, and PASS tether.
- Reseal cabinet/case when done

Remainder of equipment:

- Verify calibration/expiration dates will not be exceeded prior to next monthly check.
- Inventory contents and ensure minimum quantities are present
- Perform operational checks
 - Six-volt battery lanterns/flashlights
- Check physical condition of station/van contents and replace items, as necessary.

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ITEMS IN/NEAR
DECONTAMINATION KITS

{R-5756}

<u>ITEM</u>	<u>MINIMUM</u>
Body Outline Forms	6
Facial Tissue	2 Boxes
Cotton Rolls or Balls	2 Boxes
Cotton Tip Applicators	100
Liquid soap	1 Bottle
Washcloths	25
Procedures	1 Set
Masking Tape	1 Roll
Disposable Cups	25
Plastic Bags	10
Sample Envelopes	20
Scissor	1
Skin Conditioner	1
Soft Scrub Brush	2
Nail Brush	1
Surgical Gloves	10 Pair
Toweling (487' RW only)	1 Set

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INSTRUCTIONS
DECONTAMINATION KITS (Cont.)

Passport Work Item: HPSCHD114

Locations:

- Kit 1D - Radwaste Building, 487' elevation, Men's Locker Room
- Kit 2D - Radwaste Building, 487' elevation, Women's Locker Room
- Kit 3D - Yakima Building, 441' elevation, Emergency Equipment Area

Quarterly (and after use):

- Inventory contents and ensure minimum quantities are present.
- Verify expiration dates on chemicals will not be exceeded prior to next quarterly check.
- Check physical condition of cabinet contents and replace items, as necessary.
- Insert changes in procedure book and update all forms.

Attachment 5.1-2
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ITEMS IN/NEAR
FIRST AID KIT - TYPE A (SILVER BOX)

<u>ITEM</u>	<u>MINIMUM</u>
Clam Shell	1
Spider Strap	1
Emergency Life Saving Kit (set of airways)	1
Burnsheets	2
Ladder Splints	2
Ambulance Blankets	2
Disposable Obstetrical Kit	1
"SAM" Splints	2
Towels (Terry Cloth)	2
Ring Cutter	1
Stiff Neck Device (1 each in sizes - Noneck, Short, Regular, Tall)	4
Large Bio-Hazard Bag	1
Face Shield	3
Gown, Infection Control	2
Body Fluid Clean-up Kit	2
Stretcher	1

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INSTRUCTIONS
FIRST AID KIT - TYPE A (SILVER BOX) (Cont.)

Passport Work Item: FPSYS108

Locations:

- Kit 1FA - 441' elevation, Turbine Building Fire Brigade Station 1
- Kit 2FA - Building 62, Fire Brigade Station 2
- Kit 3FA - 501' elevation, Turbine Building Corridor

Monthly (and after use):

- Inventory contents and ensure minimum quantities are present
- Check physical condition of contents and replace items, as necessary

Attachment 5.1-3
Page 2 of 2

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ITEMS IN/NEAR
FIRST AID KIT - TYPE B (TRAUMA KIT)

<u>ITEM</u>	<u>MINIMUM</u>
Extraction Scissor	2
Tweezers	1
Penlight	2
Multi-trauma Dressing	4
Surgical Gloves	5 pair
Face Shield	5
Adhesive Tape	2 rolls
Band-Aids	10
Triangular Bandage	12
Eye Pads	6
Cold Packs	2
4" x 4" Dressing	5
Blankets (Disposable)	2
CPR Micro-Shields/Pocket Mask	3
Oxygen Cylinder (with kit)	1
Air Passage BVM and V-Vac	1
Gauze, 4 or 5 inch rolls	10
Blood Pressure Kit	1
Stethoscope	1
Saline Solution	1 bottle
Burn Sheet	1
Bio-Hazard Bags	3
Instant Glucose	1 tube
Patient Information Sheet	5
Gown, Infection Control	2
Body Fluid Clean-up Kit	1

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INSTRUCTIONS
FIRST AID KIT - TYPE B, TRAUMA (Cont.)

Passport Work Item: FPSYS108

Locations:

- Kit 1FB - 441' elevation, Turbine Building, Fire Brigade Station 1
- Kit 2FB - Building 62, Fire Brigade Station 2
- Kit 3FB - 501' elevation, Turbine Building Corridor
- Kit 4FB - 467' elevation, Radwaste Control Room
- Kit 5FB - 441' elevation, Operations Staff Area

Monthly (and after use):

- Inventory contents and ensure that minimum quantities are present.
- Check physical condition of contents and replace items, as necessary.
- Verify oxygen cylinder is full (needle in green band). If low, replace with a full one.
- Perform operational check on penlights, (if dim or not working and a disposable type, replace).

Attachment 5.1-4
Page 2 of 2

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**ITEMS IN/NEAR
EMERGENCY PROTECTIVE EQUIPMENT KIT (TSC)**

<u>ITEM</u>	<u>MINIMUM</u>
Protective Clothing	10 sets
- Coveralls	
- Hoods/caps	
- Plastic Booties	
- Rubber Boots	
- Rubber Gloves	
- Glove Liners	
Respirators (particulate)	10, (2 small, 2 large)
Combination Filters (respirator)	20
Pocket Dosimeters	10
Dosimeter Charger	1
Duct Tape	1 roll
Masking Tape	1 roll
Area Radiation Monitor (ARM) (Located on TSC Equipment Cabinet)	1

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INSTRUCTIONS
EMERGENCY PROTECTIVE EQUIPMENT KIT (TSC) (Cont.)

Passport Work Item: HPSCHD6

Location:

- Technical Support Center

Monthly (and after use):

- Verify that the respirators have been inspected within the past month.
- Inventory contents and ensure minimum quantities are present.
- Perform operational checks
 - Dosimeter charger
 - Dosimeters (re-zero)
- Check physical condition of cabinet contents and replace items, as necessary
- Check the calibration due date on the ARM to ensure that the due date will not be exceeded prior to the next check. If so, change out the instrument for a recently calibrated one.

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PLANT EMERGENCY ALERTING SIGNALS

Passport Work Item: EMERG.ALERT SYSTEM

Location: Control Room

Monthly: (Required) Perform operational check.

The following demonstrations should be immediately preceded by voice announcement over the high power public address system.

Demonstrations should be conducted on all shifts on the first day of each month, at approximate times as follows:

Day Shift - 1400

Mid Shift - 0200

The following public address format should be adhered to:

A. Alerting Tone:

- Announce: "This is a demonstration of the ALERTING TONE. This is a demonstration of the ALERTING TONE."
- Sound the ALERTING TONE (pulsed tone-constant level) for approximately 5 seconds seconds by depressing the "ALERT" push button.
- Stop the ALERTING TONE by depressing the "CAN-CEL" push button.
- Announce: "This concludes the demonstration of the ALERTING TONE."
- "This concludes all signal demonstrations, regard all further signals as real."

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**ITEMS IN/NEAR
EMERGENCY PROTECTIVE EQUIPMENT KIT (OSC)**

<u>ITEM</u>	<u>MINIMUM</u>
Protective Clothing:	
Large	5
XL	20
XXL	10
Gloves, size 8/9	35
Totes:	
Large	15
XL	20
Glove Liners	50
Disposable Shoe Covers	50
Skull Caps	35
Hoods	35
Paper PCs	1 box
Plastic PCs	1 box
Masking Tape	5 rolls
Battery Powered Air Samplers	3
2" Filter Paper	1 box
Scott Air Packs	4
* Spare air cylinders, per each SCBA unit	1 hr
CAM, AC Powered	1
Silver Zeolite Cartridge	6
Area Radiation Monitor	1

- * Credit is allowed for spare cylinders at other staging locations on site to meet required inventory minimum quantities, provided that one hour spare air is available for all required inventory SCBA units.

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INSTRUCTIONS
EMERGENCY PROTECTIVE EQUIPMENT KIT (OSC) (Cont'd)

Passport Work Item: HPSCHDOSCPCKIT

Location:

- Operations Support Center

Annually (and after use)

- Inventory contents and ensure minimum quantities are present.
- Replace all rubber protective clothing and masking tape.

Monthly (and after use)

- Inventory instrumentation and ensure minimum quantities are present.
- Verify the number of silver zeolite cartridges are available.
- Ensure expiration date of Silver Zeolite Cartridges will not be exceeded prior to the next quarterly check; however:
 - If contained in manufacturer's sealed bags, cartridges are good for ten years;
 - If contained in other than manufacturer's sealed bags, cartridges are good for one year.
 - Replace as required.
- Verify calibration dates will not be exceeded prior to the next monthly check, and after each use, on the following equipment: Replace as necessary.
 - Area Radiation Monitor
 - AMS-3 CAM
 - Battery Powered Air Sampler 1
 - Battery Powered Air Sampler 2
 - Battery Powered Air Sampler 3
- Perform operational checks on the following equipment:
 - Area Radiation Monitor
 - AMS-3 CAM
 - Battery Powered Air Sampler 1
 - Battery Powered Air Sampler 2
 - Battery Powered Air Sampler 3

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EOF/ENOC EMERGENCY EQUIPMENT

- 5.2-1 Field Sampling Kit
- 5.2-2 Protective Clothing Kit
- 5.2-3 Air Sampling Kit
- 5.2-4 Instrumentation Kit
- 5.2-5 Decon Cabinet
- 5.2-6 Extra Protective Clothing
- 5.2-7 River Evacuation Monitoring Kit
- 5.2-8 River Evacuation Decontamination Kit
- 5.2-9 Decon Storage Area
- 5.2-10 Equipment for PASS

Attachment 5.2

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ITEMS IN/NEAR
FIELD SAMPLING KIT

<u>ITEM</u>	<u>MINIMUM</u>
Case for Equipment	1
Plastic Bags (assorted)	60
Cubitainers (1 gallon)	15
Rubber Gloves	4 pair
Digging Tools (small)	3
Felt Tip Marker (permanent)	4
Note Pads (3x5)	3
Pens (black)	3
Masking Tape (2")	1 roll
Cutting Shears	1
Rubber Bands	1 box
Paper Towels	1 pkg.
Disposable Gloves	2 boxes
Smears and Holders	100
Radiation Signs	3
Barricade Tape	1 roll
Pocket Knife	1
Syphon Pump	1

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INSTRUCTIONS
FIELD SAMPLING KIT (Cont.)

Passport Work Items: FIELD SAMPLE KIT 1FS
FIELD SAMPLE KIT 2FS
FIELD SAMPLE KIT 3FS
FIELD SAMPLE KIT 4FS

Locations:

- Kit 1FS - Field Team Cabinet Number 1, Kootenai Building Health Physics Center
- Kit 2FS - Field Team Cabinet Number 2, Kootenai Building Health Physics Center
- Kit 3FS - Field Team Cabinet Number 3, Kootenai Building Health Physics Center
- Kit 4FS - ENOC, Cabinet Number 4, MPF, 1st Floor, Room 201

Quarterly (and after use or if seal not intact):

- Inventory contents and minimum quantities are present.
- Check physical condition of contents and replace, as necessary.

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ITEMS IN/NEAR
PROTECTIVE CLOTHING KIT

<u>ITEM</u>	<u>MINIMUM</u>
Case for Equipment	1
Hoods	3
Coveralls	3
Rubber Gloves	3 pair
Rubber Boots	3 pair
Masking Tape (2")	2 rolls
Rain Suits	3
Razor and Shaving Cream	1 set
Plastic Bags	Assorted
Skull caps	3
Cotton glove liners	1 pkg.

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INSTRUCTIONS
PROTECTIVE CLOTHING KIT (Cont.)

Passport Work Items: PC KIT 1PC
PC KIT 2PC
PC KIT 3PC
PC KIT 4PC

Locations:

- Kit 1PC - Field Team Cabinet Number 1, Kootenai Building Health Physics Center
- Kit 2PC - Field Team Cabinet Number 2, Kootenai Building Health Physics Center
- Kit 3PC - Field Team Cabinet Number 3, Kootenai Building Health Physics Center
- Kit 4PC - ENOC, Cabinet Number 4, MPF, 1st Floor, Outside Room 201

Quarterly (and after use or if seal not intact):

- Inventory contents and ensure minimum quantities are present.
- Check physical condition of contents and replace, as necessary.

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ITEMS IN/NEAR
AIR SAMPLING KIT

<u>ITEM</u>	<u>MINIMUM</u>
Case for Equipment	1
Portable Air Sampler	1
Model H809C Air Sampler Manual	1
Paper Filters	25
Note Pads (3x5)	3
Pens (Black)	3
Charcoal Cartridges	6
Tweezers	1
Silver Zeolite Cartridges	6
Spare Fuse	1
Stopwatch	1
Alligator Forceps	1

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INSTRUCTIONS
AIR SAMPLING KIT (Cont.)

Passport Work Items: AIR SAMPLE KIT 1AS
 AIR SAMPLE KIT 2AS
 AIR SAMPLE KIT 3AS
 AIR SAMPLE KIT 4AS

Locations:

- Kit 1AS - Field Team Cabinet Number 1, Kootenai Building Health Physics Center
- Kit 2AS - Field Team Cabinet Number 2, Kootenai Building Health Physics Center
- Kit 3AS - Field Team Cabinet Number 3, Kootenai Building Health Physics Center
- Kit 4AS - ENOC, Cabinet Number 4, MPF, 1st Floor, Room 201

Quarterly (and after use or if seal not intact):

- Inventory contents and ensure minimum quantities are present.
- Check physical condition of contents and replace, as necessary .
- Verify air sampler calibration date will not be exceeded prior to the next quarterly check.
 Replace with a fresh calibrated air sampler as needed.
- Start-up air sampler.
- Perform operational check of stopwatch.
- Ensure expiration date of Silver Zeolite Cartridges will not be exceeded prior to the next
 quarterly check; however:
 - If contained in manufacturer's sealed bags, cartridges are good for ten years;
 - If contained in other than manufacturer's sealed bags, cartridges are good for one
 year.
 - Replace as required.
- Verify charcoal packets are sealed and if not sealed, replace.

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ITEMS IN/NEAR
INSTRUMENTATION KIT

<u>ITEM</u>	<u>MINIMUM</u>
Case for Equipment	1
Low Range Dose Rate Meter (MicroR)	1
High Range Dose Rate Meter (Ion Chamber)	1
Count Rate Meter (w/G-M Pancake Probe)	1
Portable Radio (located in kit)	2
Radio battery (1 in kit, 1 in radio storage cabinet)	2
++ Check Source Cs-137	1
KI Tablets	2 bottles
Calculator	1
D-Cell Batteries	8
9-Volt Batteries	4
Note Pads (3x5)	3
Pens (black)	3
Battery Lantern (D - Cell)	1
Flashlight	1
Packet Containing (In lid pocket of equipment case)	1
- Credit Card	1
Wood Stakes, Survey Markers (In Cabinet)	10
First Aid Kit (In Cabinet)	1

++ Source is stored in a shielded container (pig) in the radio storage cabinet

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INSTRUCTIONS
INSTRUMENTATION KIT (Cont.)

Passport Work Items: QTRLY INST KIT 1IK
QTRLY INST KIT 2IK
QTRLY INST KIT 3IK
QTRLY INST KIT 4IK
CHANGEOUT RADIOS

Locations:

- Kit 1IK - Field Team Cabinet Number 1, Kootenai Building Health Physics Center
- Kit 2IK - Field Team Cabinet Number 2, Kootenai Building Health Physics Center
- Kit 3IK - Field Team Cabinet Number 3, Kootenai Building Health Physics Center
- Kit 4IK - ENOC, Cabinet Number 4, MPF, 1st Floor, Outside Room 201

Quarterly (and if used or if seal not intact):

- Inventory contents and ensure minimum quantities are present.
- Check physical condition of contents and replace, as necessary.
- Ensure portable instrument calibration dates will not be exceeded prior to the next quarterly check. Replace with fresh calibrated instruments as needed.
- Perform operational checks:
 - Portable instruments (battery check)
 - Calculator
 - Battery lantern
 - Flashlight
- Ensure expiration dates will not be exceeded prior to the next quarterly check:
 - Credit cards
 - Iodine tablets

Annually:

- Replace radios (obtain replacement radios and batteries from radio/battery cabinet in the Kootenai Building Room 118A next to decon showers and deliver replaced radio/batteries to Telecommunications for operational check).

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ITEMS IN/NEAR
DECON CABINET

<u>ITEM</u>	<u>MINIMUM</u>
Skin/Clothing Contamination Report (968-24080)	20
Clip board	1
Red markers	1
Black markers	5
Ink pens	3
3" x 5" note pads	3
Smears	1,000
Masking tape	1 roll
Cotton tip applicators	2,000
Yellow magenta tape	1
Bottles Pax-land soap	2
Scrubbing sponges	2
Lava soap	1
Ivory soap	2
Soft scrub brushes	2
Moist towelettes	200
4" x 4" gauze sponges	200
3" x 3" gauze sponges	300
Scissors	1
Paper towels	500
Blank signs	5
Paper coveralls	6
Rubber gloves	6 pr
Plastic booties	20 pr
Count Rate Meter (w/Alpha Probe)	1
Count Rate Meter (w/G-M Pancake Probe)	1
Yellow plastic bags	20
Clear plastic bags	20
Extra soap	2
Kim Wipe Tissue	1 box
Small Disposable Cups	1 box
Saline Solution	1 bottle
+ + Camera, Polaroid (Mod. Impulse) with film	1
Tape Recorder, Dictaphone (Mod. 1252)	1

+ + Ensure film has not exceeded its expiration date

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INSTRUCTIONS
DECON CABINET (Cont.)

Passport Work Item: DECON CABINET

Location:

- DC - Emergency Cabinet Number 14, Kootenai Building Health Physics Decon Shower Area

Quarterly (and after use or if seal not intact):

- Inventory contents and ensure minimum quantities are present.
- Check physical condition of contents and replace, as necessary.
- Ensure calibration/expiration dates will not be exceeded prior to next quarterly check, and replace as needed:
 - Portable instrument
 - Chemicals
- Perform operational check on portable instruments (battery check).

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ITEMS IN/NEAR
EXTRA PROTECTIVE CLOTHING

<u>ITEM</u>	<u>MINIMUM</u>
Case for Equipment	1
Coveralls	25
Plastic Shoe Covers	20 Pairs
Disposable Gloves	1 Box
Rubber Gloves	5 Pair
Hoods	12
Masking Tape	5 Rolls
Rubber Boots	2 Pair

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INSTRUCTIONS
EXTRA PROTECTIVE CLOTHING (Cont.)

Passport Work Items: EXTRA PC KIT 1XP
QTRLY CHK PC KIT 2PC

Location:

- Kit 1XP - Emergency Cabinet Number 6, Kootenai Building Health Physics Center
- Kit 2XP - Emergency Cabinet Number 6, Kootenai Building Health Physics Center

Quarterly (and after use or if seal not intact):

- Inventory contents and ensure minimum quantities are present.
- Check physical condition of contents and replace, as necessary.

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ITEMS IN/NEAR
RIVER EVACUATION MONITORING KIT

<u>ITEM</u>	<u>MINIMUM</u>
Dosimeter Charger	1
Pocket Dosimeter:	
0-5 R	3
0-500 mR	3
High Range Dose Rate Meter (Ion Chamber)	1
Low Range Dose Rate Meter (microR)	1
++ Check Source	1
KI Tablets	2 bottles
Coveralls	3 pair
Hoods	3
Shoe covers	3 pair
Rubber gloves	3
Surgical gloves	1 box
Rain suits	3
Tape, masking	1 roll
Pens	5
Portable Radio	1
Radio headset	1
Writing Tablet	1
Personnel Exposure Record	5
Emergency Response Log (968-23895)	1 Pad

++ Source is stored in a shielded container (pig).

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INSTRUCTIONS
RIVER EVACUATION MONITORING KIT (Cont.)

Passport Work Item: RIVER EVAC MON KIT

Location:

- Kit 1RM - Cabinet Number 4, MPF, 1st Floor, Outside Room 201

Quarterly (or after use or if seal not intact):

- Inventory contents and ensure minimum quantities are present.
- Check physical condition of contents and replace, as necessary.
- Ensure calibration/expiration dates will not be exceeded prior to next quarterly check and replace as needed:
 - Potassium Iodide (KI) tablets
 - Dose rate meter
- Perform operational checks:
 - Portable instrument (battery check)
 - Dosimeter charger
 - Radio

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ITEMS IN/NEAR
RIVER EVACUATION DECONTAMINATION KIT

<u>ITEM</u>	<u>MINIMUM</u>
Dosimeter Charger	1
Pocket Dosimeter:	
0-5 R	2
0-500 mR	2
Bucket (in Cabinet)	1
Sponges	5
Soap	2
Toweling, disposable	10
Ribbon, Rad. Barrier	2 rolls
Signs, Rad. Warning w/inserts	4
Coveralls	2
Hoods	2
Shoe covers	2 pair
Rubber gloves	2 pair
Surgical gloves	1 box
Rain suits	3
Tape	1 roll
Plastic bags (50 gal. yellow)	2
Count Rate Meter	
(w/G-M Pancake Probe)	1
++ Check Source	1
Portable Radio	1
KI Tablets	2 bottles
Pens	5

++ Source is stored in a shielded container (pig).

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INSTRUCTIONS
RIVER EVACUATION DECONTAMINATION KIT (Cont.)

Passport Work Item: RIVER EVAC DECON KIT

Location:

- Kit 1RD - Emergency Cabinet Number 4, MPF, 1st Floor, Outside Room 201

Quarterly (and after use or if seal not intact):

- Inventory contents and ensure minimum quantities are present.
- Check physical condition of contents and replace, as necessary. If otherwise in good condition, it is not necessary to open sealed containers to count individual items.
- Ensure calibration/expiration dates will not be exceeded prior to next quarterly check and replace as needed:
 - Portable instruments
 - Potassium Iodide (KI) tablets
- Perform operational checks:
 - Portable instrument (battery check)
 - Dosimeter charger
 - Radio

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ITEMS IN/NEAR
DECON STORAGE AREA

<u>ITEM</u>	<u>MINIMUM</u>
Stanchions	20
Rad. Rope spools	2
Rad. signs w/asst. inserts	20
Coveralls	4 cases
Protective clothing	20 sets
Rubber boots	10 pair
Rain suits	25
Plastic booties (yellow)	1 case
Totes (shoe covers)	100 pair
Rubber gloves	100 pair
Cotton glove liners	200 pair
Surgical gloves	5 boxes
Duct tape	20 rolls
Check source	1
Count Rate Meter (w/GM Pancake Probe)	1
Extra Probes/cables	3
High Range Dose Rate Meter (Ion Chamber)	1
Liquid soap	1 case
Granular hand soap	5 lbs
Cotton applicators	1 box
Envelopes (3" x 5")	1 box
Surgical scrub brushes	20
Smears	2 boxes
Plastic bags (50 gal., yellow)	2 rolls
Plastic bags (12" x 24", yellow)	1 roll
KI Tablets	3 containers
Sponges	50
Buckets	6
Toweling	2 cases
Blankets	24
Collapsible water containers (1 gal)	5
Dosimeter Charger (with spare battery)	1
Vacuum Cleaners (12 volt)	3
Step off pads	2
Ground Cover	1
Pocket Dosimeter (0-500 mR)	4
Legal pads	1 box
Pens	2 boxes
Clipboards	5
Emergency Response Log (968-23895)	1 pad

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INSTRUCTIONS
DECON STORAGE AREA (Cont.)

Passport Activity: DECON SUPPLIES

Location:

- MPF Room 1-208A

Quarterly (and after use or if seal not intact):

- Inventory contents and ensure required quantities are correct.
- Check physical condition of contents and replace, as necessary.
- Ensure calibration/expiration dates will not be exceeded prior to next quarterly check and replace as needed:
 - Portable instruments
 - Chemicals
 - Iodine Tablets
- Perform operational checks:
 - Portable instrument (battery check)
 - Dosimeter charger

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EQUIPMENT FOR PASS

Passport Work Item: EOF EQUIPMENT PASS

Locations:

MINIMUM

Hoist - Crane	- (Ambulance Bay)	1
Ramp	- (Counting Room)	1
Handle for Cask	- (Counting Room)	1
Tongs	- (Chemistry Lab)	2
Syringes and Needles	- (Chemistry Lab)	4
Serum Bottles	- (Chemistry Lab)	4
pH Meter Probe	-(Chemistry Lab)	1

Quarterly:

- Inventory contents and ensure minimum quantities are present.
- Check physical condition of contents and replace, as necessary

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CONTENTS

HOSPITAL RADIOLOGICAL EMERGENCY KIT

<u>ITEM</u>	<u>MINIMUM</u>
Action Cards Set	1
Body Outline Sketches	5
Clipboard	1
Marking Pens	2
Masking Tape (2") Rolls	2
Paper or Plastic Floor Covering Kit	1
Paper Pads (Note Pads)	2
Pencils and/or Pens	6
Plastic (cover Air Inlets and equipment)	Assorted
 Radiation Control Signs	 5
Radiation Rope	Assorted
Radiation Tags	5
Radiation Tape	1 Roll
Scissor	1
Smears and Envelopes	25
Count Rate Meter (w/G-M Pancake Probe)	1
Dose Rate Meter	1
TLDs (Includes 1 Control TLD)	7
Decontamination Kit	1
-Bulb Syringe	
-Ivory Soap	
-Hand Brush	
-Lava Soap	
-Potassium Permanganate	
Protective Clothing Sets	6
-Coveralls	
-Hood	
-Shoe Covers	
-Surgeon Gloves & Masks	
-Plastic Bags	

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INSTRUCTIONS

HOSPITAL RADIOLOGICAL EMERGENCY KIT

PTL Items : KADLEC EMERGENCY KIT, R 153967
KENNEWICK EMERGENCY KIT, R 153968
LOURDES EMERGENCY KIT, R 153969

Locations:

- Kit 1HK - Kadlec Medical Center Emergency Room Storage Cabinet
- Kit 2HK - Kennewick General Hospital Emergency Room Entrance Area
- Kit 3HK - Our Lady of Lourdes Hospital Nuclear Medicine Area

Quarterly (and after each use):

- Inventory contents and ensure minimum quantities are present.
- Check physical condition of contents and replace items, as needed.
- Ensure calibration or expiration dates will not be exceeded prior to the next check, and replace or update as needed:
 - TLDs
 - Portable Instruments
- Verify that all action cards are the current revision.

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EMERGENCY PLANNER COMMUNICATIONS SYSTEM TESTS

PTL Items: OFFSITE COMM DRILL, R144288
 NRC PHONE TESTING, R 153957
 PHONE LIST, R 153960

Monthly: (Required)

- Perform test (by two-way communication) of the following dedicated telephone lines:
 1. Crash System - establish ring-down and two-way communications satisfactorily between the Security Communications Center (SCC) and:
 - a. Control Room
 - b. State of Washington
 - c. Benton County
 - d. Franklin County
 - e. Department of Energy - Hanford Operations
 2. NRC Off-Site Emergency Notification System (ENS) - establish two-way communications satisfactorily between the USNRC Operations Center and:
 - a. Control Room
 - b. Technical Support Center (TSC)
 - c. Emergency Operations Facility (EOF)
 3. NRC Health Physics Network (HPN);
Reactor Safety Counterpart Link (RSCL);
Protective Measures Counterpart Link (PMCL); and
Management Counterpart Link (MCL) - establish these two-way communications satisfactorily at the:
 - a. Control Room
 - b. Technical Support Center (TSC)
 - c. Emergency Operations Facility (EOF)

NOTE: Report unsatisfactory test results on Items 2 and 3 to the NRC Operations Center, via standard telephone using the numbers provided in the Emergency Phone Directory.

- Verify backup meteorological sources are available per PPM 13.8.1.

Quarterly:

- Verify accuracy of Emergency Phone Directory. Revise and reissue, as needed.

Attachment 5.4

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COMMUNICATIONS SYSTEM TESTS

Passport Work Items:

- EMERG.FAX TEST
- SIREN POLLING TEST
- EXCLUSION AREA SIREN
- SIREN WNP-1
- SIREN W-1, task 01
- SIREN W-1, task 02
- RINGDOWN TEST
- CRASH NETWORK
- DEDICATED DIALUPS
- DEDICATED PIO
- OPSSCHD135
- EOF RADIOS
- OSC RADIO BATTERIES
- EOF RADIOS
- RADIO CONTROLLERS

PTL Items:

- ERDS Test, R 150208
- Pager Test, R 153965
- NRC Phone Testing, R 153957
- Data Circuits, R 153956

A. Facsimile Network (Required)

Locations:

- Control Room
- Technical Support System
- Security Communications Center (SCC)
- Emergency Operations Facility
- Joint Information Center
- State of Washington Emergency Operations Center
- Benton County Emergency Operations Center
- Franklin County Emergency Operations Center
- Department of Energy-Richland (DOE-RL)

Monthly:

- Perform operational check of the facsimile transmission network by two-way transmission.

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COMMUNICATIONS SYSTEM TESTS (Cont.)

B. Siren System (Required)

Frequency	Siren	Test
Bi-weekly	W-1(Crossroads)	This test is performed remotely from the Kootenai Building. The test is initiated via the LARSE Master Terminal Unit (MTU) in the Communications Office (CO). The Remote Terminal Unit (RTU) will answer back to the MTU. Reference: TSI 6.2.25, Crossroads Siren Polling Test (W-1)
Bi-weekly	SRN-1 SRN-2 (WNP-1 Sirens)	This is a full activation test initiated from the Security Communications Center (SCC). Upon verification of siren activation, the sirens are reset by personnel at the remote location. Reference: TSI 6.2.26, Bi-Weekly WNP-1 Siren Remote Control Test
Bi-weekly	D-1, D-2, D-3, D-4, D-5, D-6, D-7, D-8, D-10, D-11, D-12	This tests the operability of the siren radio repeaters and individual siren site radios. In addition, it queries the siren sites for battery status. A Si Test is also performed that verifies the operability of the amplifiers and drivers (the Si Test sends an 20 kHz tone on the system). Reference: TSI 6.2.32, Bi-Weekly Emergency Response River Siren Polling Test
Semi-annually	W-1 (Crossroads)	This test is an activation test initiated from the SCC. This test is performed with the amplifiers transferred to a load bank at the W-1 siren. The speakers are read with an ohm meter to verify proper resistance. Reference: TSI 6.2.23, Crossroads (W-1) Siren and Battery Load Test and Remote Activation.
Annually	W-1 (Crossroads), D-1, D-2, D-3, D-4, D-5, D-6, D-7, D-8, D-10, D-11, D-12	This is a full activation test of the River Alerting System and Exclusion Area Evacuation System. Reference: TSI 6.2.22

C. Dedicated Telephone Systems (Required)

Monthly:

- Test all lines of the following:
 - Emergency Response Crash System
 - Emergency Response Dial-up System
 - Emergency Response Ring-down System

Quarterly:

- Test all lines of the following:
 - Emergency Response Public Information Officer Network

D. Data Circuits (Required)

Monthly:

- Check status of data circuits between Energy Northwest facilities by ensuring terminals in the TSC and EOF are accessing plant data. {3.4}

Quarterly

- Perform ERDS testing. Refer to EPI-15.

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COMMUNICATIONS SYSTEM TESTS (Cont.)

E. Field Team Radios (Required)

Monthly

- Perform operational check on portable radios and batteries.

Annually:

- Check per FCC requirements.

G. Fire Brigade Team Equipment (Required)

Monthly:

- Perform operational checks on portable radios (OSC).

Annually:

- Perform operational FCC checks on portable radios (OSC).

H. Communication Consoles (Required)

Locations:

- 1CC - Security Communications Center (1)
- 2CC - Central Alarm Station (1)
- 3CC - Secondary Alarm Station (1)
- 4CC - EOF Logistics Area (3)

Monthly:

- Perform operational check (by two-way transmission) on all channels.

I. Pagers (Required)

Quarterly:

- Perform quarterly activation test. Refer to EPI-19.

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COMMUNICATIONS SYSTEM TESTS (Cont.)

J. Auto Dialer (Required)

Quarterly:

- Perform quarterly activation test. Refer to EPI-19. May be combined with pager activation test.

K. Radio Controllers (Required)

Locations:

- DOE Safety, Station 51- Dose Assessment
- Field Monitoring, KNBG 237 - Dose Assessment
- LERN Channel, KOM 785 - Logistics Area
- Security Area Wide Channel, KZI 509 - Logistics Area
- TSC1 - Technical Support Center
- TSC2 - Technical Support Center
- RSD1 - Remote Shutdown Room
- OSC1 - Operations Support Center

Monthly

- Perform two-way transmission check on all channels.

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NURSE'S STATION MEDICAL EQUIPMENT AND SUPPLIES

ITEMS IN/NEAR

	<u>Minimum</u>
Supplies:	
Alcohol Pads	1 box
Betadine Pads	1 box
4x4 gauze sponges	1 box
CPR Barriers	1
Assorted sizes of Band-Aids	1 box
Blood Pressure Cuffs	2
Stethoscopes	2
Sterile Water	1 bottle
Assorted sizes of Bandage Tape	1 box
Cotton Balls	1 box
Tubular Elastic Dressings	1 box
Convenience Bags	1
Infection Control Clean-up Kit	1
Cotton Tipped Applicators	1 box
ACE Wraps	2
O2 Masks with tubing	2
Airways	6
Trauma Dressing	2
Burn Sheet	1
Obstetric Kit	1
Oxygen Cylinder	1
Gloves	1 box
Hydrogen Peroxide	1
Hot/cold Packs	1 box
Gauze, 4 or 5 inch rolls	5
Topical antibiotic ointment	2 tubes

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INSTRUCTIONS

NURSE'S STATION MEDICAL EQUIPMENT AND SUPPLIES (Cont.)

PTL: R-161201

Quarterly (and after major use):

- Verify oxygen cylinder full (needle is the green band). If low, replace with full one.
- Check oxygen regulator.
- Inventory contents and ensure minimum quantities are present.
- Check physical condition of contents and replace items, as necessary.
- Ensure expiration/calibration dates of equipment/supplies will not be exceeded prior to next quarterly check.
- Perform operational checks as appropriate.

Attachment 5.6
Page 2 of 2

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EMERGENCY CENTER EQUIPMENT AND SUPPLIES

- 5.7-1 Instructions Emergency Centers
- 5.7-2 Control Room Inventory List
- 5.7-3 Technical Support Center Inventory List
- 5.7-4 Operations Support Center Inventory List
- 5.7-5 Emergency Operations Facility Inventory List
- 5.7-6 Alternate EOF Inventory List
- 5.7-7 Security Communications Center Inventory List
- 5.7-8 EOF Engineering Library Inventory List
- 5.7-9 Joint Information Center Inventory List

Attachment 5.7

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INSTRUCTIONS

EMERGENCY CENTERS

Quarterly:

- Perform inventory and ensure minimum quantities are present.
- When performing the EOF inventory, take the Global Position System (GPS) units outside and turn them on to refresh the memory. Turn the power off when done.
- Check material condition of center contents and housekeeping condition. Correct as necessary.
- Verify potassium iodide (if present) will not exceed expiration date prior to next quarterly check.
- Perform operational checks on center contents as appropriate to ensure all listed equipment is functional.
- Arrange replacement of missing items, as necessary.
- Check the calibration dates on the electronic dosimeters will not be exceeded before the next inventory activity.

NOTE: No equipment inventory is established for an Alternate OSC because its location will be determined by plant conditions. Therefore, the person in charge at the OSC and support personnel that are requested to staff the Alternate OSC will need to determine what equipment should be relocated from the primary OSC to the Alternate OSC location.

Attachment 5.7-1

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CONTROL ROOM

Passport Work Item: OPSSCHD164

INVENTORY LIST

<u>Item</u>	<u>MINIMUM</u>
Columbia Generating Station Emergency Plan (Shift Manager's Office)	1
Emergency Plan Implementing Procedures (Vol. 13)	2 Sets
(One in MCR, one in Shift Manager's Office)	
Technical Support Guidelines (TSG) (Six binders in Shift Managers Office)	1 Set
Emergency Phone Directory (One in Shift Manager's Office, one in CRS Desk)	2
Potassium Iodide Bottles (Shift Manager's Desk)	50 Bottles
Facsimile Machine	1
Ink Cartridge HP51626A	2

SCOTT SCBA	6
*Spare Cylinders per each unit	1 hr.

FORMS:

968-24075	Classification Notification Forms	1 pad
968-26022	After Action Report Forms	1 pad
968-23895	Emergency Response Log	1 pad
968-25665	Event Notification Worksheet, NRC Form 361	1 pad
968-26045	Emergency Classification or Other Emergency Message (pink)	1 pad
968-26051	Exclusion Area Evacuation Message (yellow)	1 pad
968-26050	Protected Area Evacuation Message (green)	1 pad
968-26048	Localized Evacuation Message (blue)	1 pad
968-26098	Follow-up Offsite Notification	1 pad
968-25810	Emergency Director Turnover Sheet	1 pad
968-26171	Manpower Schedule Message	1 pad
968-25831	10 Mile EPZ Dose Projection & Data Map	1 pad
968-25918	Plant Status	1 pad

* Staged 501' TG west

Attachment 5.7-2

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TECHNICAL SUPPORT CENTER

PTL Item: TSC Inventory, R 153961

INVENTORY LIST

<u>Item</u>	<u>MINIMUM</u>
Printer/Plotter Device (HP DeskJet 1600C)	1
Schematic Printer (D-Scan)	
Aperture Card Reader/Printer	1
+Emergency Response Data System (ERDS) User's Manual	1
Emergency Equipment Cabinet Key Box Mounted on Side of Cabinet (Key is there and glass front is intact)	1
Sign in Board	1
Ten-Mile Emergency Planning/Plume Zone Map	2
Washington State Road Atlas	1
Protective Action Recommendation Flow Charts	1 Set
Site Map	1
Clock (24 hour display)	1
Electronic White Boards (Plant Status, Significant Events)	2
IBM Dose Projection PC with Monitor	1
Laserjet Printer	1
Full set of EOPs	1
EAL Matrix from PPM 13.1.1 (full size)	1
EAL Matrix from PPM 13.1.1 (half size)	1
Emergency Classification/Protective Action Status Board	1
System Description Manuals	1 set
FAX Machine	1
INPO Resources Manual	1
Emergency Phone Directories	4
Cordless PA Microphone	2
Columbia Generating Station Emergency Plan	1
Containers of Miscellaneous Office Supplies (pens, pencils, tape, markers, staplers, etc.)	As Needed
Individual Position Baskets, As Required for designated positions	
• Pad of paper	1
• Pad of Emergency Response Log Forms	1
• Position Badge	1
• Miscellaneous Office Supplies (pens, pencils, etc.)	As Needed

+ Custodian is Administrative Services.

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TECHNICAL SUPPORT CENTER

INVENTORY LIST (Cont.)

<u>Item</u>	<u>MINIMUM</u>
Scientific Calculator	2
Individual Position Specific Procedures for the Following:	
TSC Manager	1
TSC Technical Manager	1
Operations Manager	1
Radiation Protection Manager	1
Maintenance Manager	1
Administrative Services Manager	1
TSC Admin Support	1
Plant/NRC Liaison	1
Information Coordinator	1
Chemistry/Effluent Manager	1
TSC Manager Secretary	1
KI tablets	25 packages
Technical Support Guidelines (TSG)	1 set

FORMS:

968-24075	Classification Notification Form	1 pad
968-25665	Emergency Notification Worksheet	1 pad
968-26045	Emergency Classification or Other Emergency Message (pink)	1 pad
968-26051	Exclusion Area Evacuation Message(yellow)	1 pad
968-26050	Protected Area Evacuation Message (green)	1 pad
968-26048	Localized Evacuation Message (blue)	1 pad
968-26093	Team Tracker Log	1 pad
968-25810	Emergency Director Turnover Sheet	1 pad
968-25860	TSC Briefing Guide	1 pad
968-23895	Emergency Response Log	1 pad
968-25560	Repair Team Brief/Debriefing	1 pad
968-26072	After Action Report	1 pad
968-26098	Follow-up Offsite Notification	1 pad
968-26094	Emergency Manpower Schedule	1 pad
968-26171	Manpower Schedule Message	1 pad
968-26062	TSC Staffing Chart	1 pad
968-26063	OSC Staffing Chart	1 pad
968-25691	Accountability Log	1 pad

Attachment 5.7-3

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OPERATIONS SUPPORT CENTER

PTL Item: OSC Inventory, R 153962

INVENTORY LIST

<u>Item</u>	<u>MINIMUM</u>
Columbia Generating Station Emergency Plan	1
Emergency Plan Implementing Procedures (Vol. 13)	1 Set
Emergency Phone Directory	2
Shielding Evaluation Report	1
Sign in Board	1
Plant Status Board	1
OSC Team Locator Tiles	1
Electronic White Board	1
Site Map	1
Clock (24 hour display)	1
After Action Report Forms	25
Radio - Base Station	1
Radio - Portable	6
HP Radiation Exposure Records, Reports of	
Training and Medical Records	1 Set
+ Complete Set of EWD Drawings	1 Set
+ Set of AED Top Tier Drawings	1 Set
Battery - Powered Razor	1
KI Tablets	25 packages
Individual Position Specific Procedures for the Following:	
OSC Manager	1
HP Lead	1
Craft Lead, Mechanical	1
Craft Lead, I&C	1
Craft Lead, Electrical	1
Team Tracker	1
Containers of Miscellaneous Office Supplies (pens, pencils, tape, markers, staplers, etc.)	As Needed
Individual Position Baskets, as required for designated positions	
• Pad of paper	1
• Pad of Emergency Response Log Forms	1
• Position Badge	1
• Miscellaneous Office Supplies (pens, pencils, etc.)	As Needed

FORMS:

968-23895	Emergency Response Log	1 pad
968-26072	After Action Report	1 pad
968-25560	Repair Team Brief/Debriefing	4 pads
968-26063	OSC Staffing Chart	1 pad
968-25691	Accountability Log	1 pad
968-25698	OSC Team Tracker Log	1 pad
968-26062	TSC Staffing Chart	1 pad
968-26093	Team Tracking Log	1 pad

+ Maintained also as part of Clearance Order Review Committee (CORC) files.

Attachment 5.7-4

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EMERGENCY OPERATIONS FACILITY

PTL Item: EOF Inventory, R 153964

INVENTORY LIST

<u>Item</u>	<u>MINIMUM</u>
Columbia Generating Station Emergency Plan:	
Emergency Operations Area	1
Dose Assessment Area	1
Oregon Columbia Generating Station/Hanford Emergency Response Plan	1
Emergency Plan Implementing Procedures: (Vol. 13)	3 Sets
Emergency Operations Area	
Dose Assessment Area	
Emergency Phone Directory:	6
Emergency Operations Area	
Dose Assessment Area	
Logistical Support Area	
INPO Emergency Resources Manual	1
NRC Telephone Directory	1
Washington State Road Atlas	2
Sign in Boards	1 Set
System Description Manual	1 Set
Ten-Mile Emergency Planning Plume Zone Map	1
Fifty-Mile Emergency Planning Ingestion Zone Map	1
Electronic White Board	1
Plant Status Board (Electronic White Board)	1
Protective Action Checklists (SAE & GE)/PAR Flow Charts	1 Set
Station Cutaway Poster	1
Clock (24 hour display)	2
Individual Position Signs	As required
Binder Containing Maps of Local Areas	1
Information Coordinator Remote Headset	1
Cordless Phone	2
Containers of Miscellaneous Office Supplies (pens, pencils, tape, markers, staplers, etc.)	As Needed
Individual Position Baskets, as required for designated positions	
• Pad of paper	1
• Pad of Emergency Response Log Forms	1
• Position Badge	1
• Miscellaneous Office Supplies (pens, pencils, etc.)	As Needed
Benton County Emergency Plan	1 Set
Franklin County Radiological Emergency Response:	
Energy Northwest	1 Set
Washington State Emergency Plan	1
FEMA Manual for Guidance on Offsite Emergency	
Radiation Measurement Systems	1
Area Radiation Monitor (Victoreen)	1
+ Includes required quantities.	

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EMERGENCY OPERATIONS FACILITY

INVENTORY LIST (Cont.)

<u>Item</u>	<u>MINIMUM</u>
LAN Laser Printer	1
Overhead Projector	1
Dose Projection PCs	3
KI Tablets	75 packages
EDPS User's Manual	1
State Response Procedures for Radiation Emergencies	1
Plant 2 Plume Exposure Pathway Field Team Map Booklets	4
Plant 2 50 Mile Ingestion Exposure EPZ Map	1
Evacuation Route/Assistance Center Map	1
Tri-Cities Map	2
SAE/GE Radiological EAL Chart	1
PPM 13.1.1 Wall Chart	1
Columbia Generating Station Site Map	1
Plume EPZ Field Team Display Map	1
Plant 2 Vicinity Map	1
Radio Console with Microphone (DOE Safety and Field Team) 2	2
Radio Console (Weather Station Monitor)	1
Radio Dispatch Headset (with push-to-talk clip-on adapters, in cabinet)	2
GPS Units	3
Packets containing Applicable Field Team Operating Procedures and Forms	6 + +
- 10 mile and 50 mile EPZ Map Books	1 in each Field Team Packet
- Clipboard with Tablet	1 in each Field Team Packet
- Emergency Response Log (968-23895)	1 in each Field Team Packet

+ + (3 packets in MUDAC cabinet; 3 packets at the MPF cabinet outside room 201)

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EMERGENCY OPERATIONS FACILITY

INVENTORY LIST (Cont.)

<u>Item</u>	<u>MINIMUM</u>
Individual Volume 13 Procedures for the Following:	1
EOF Manager	
Assistant EOF Manager	
Radiological Emergency Manager	
Dose Projection HP	
Engineering Manager (includes PPM 9.3.22)	
Offsite Agency Coordinator	
Site Support Manager	
Security Manager	
EOF PIO	
EOF Manager's Secretary	
Cordless PA Microphone	1
Audio Link Headsets for Crash Phone	12
Technical Support Guidelines (TSG)	1 Set
Electronic Dosimeters, in "Enter" mode	12

FORMS:

968-24075	Classification Notification Form	1 pad
968-25665	Emergency Notification Worksheet	1 pad
968-26045	Emergency Classification or Other Emergency Message (pink)	1 pad
968-26051	Exclusion Area Evacuation Message (yellow)	1 pad
968-26050	Protected Area Evacuation Message (green)	1 pad
968-26048	Localized Evacuation Message (blue)	1 pad
968-26097	Field Team Radiation Survey	1 pad
968-26098	Follow-up Offsite Notification	1 pad
968-26028	EOF Briefing Guide	1 pad
968-25810	Emergency Director Turnover Sheet	1 pad
968-23895	Emergency Response Log	1 pad
968-26022	After Action Report	1 pad
968-26171	Manpower Schedule Message	1 pad
968-26094	Emergency Manpower Schedule	1 pad
968-26061	EOF Staffing Chart	1 pad
968-25975	Intermediate Phase Duties Checklist	1 pad
968-26148	Drill, Exercise or Actual Events Opportunity Evaluation	1 pad

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ALTERNATE EOF INVENTORY LIST

PTL Item: Alternate EOF Inventory, R 156869

INVENTORY LIST

<u>Item</u>	<u>MINIMUM</u>
WASH DOH State Response Procedures for Radiation Emergencies	1
Plant 2 Plume Exposure Pathway Field Team Map Booklet	1
Benton County Emergency Response Plan	1
Franklin Country Emergency Response: Energy Northwest	1
WASH. DEM Comprehensive Emergency Management Plan	1
Technical Support Guidelines (TSG)	1 Set
EAL Tables 3 & 4 Chart	1
PPM 13.1.1 Wall Chart	1
SAE Protective Action Checklist	1
GE Protective Action Checklist	1
Offsite PAR Flow Chart	1
Meteorological and Plume Data Status Board	1
Plume EPZ Map with Lat./Long.	1
Fifty Mile Emergency Planning Zone Map with Lat./Long.	1
Emergency Phone Directories	4

FORMS:

968-24075	Classification Notification Forms	1 pad
968-26028	EOF Briefing Guide	1 pad
968-26098	Follow-up Offsite Notification	1 pad
968-25810	Emergency Director Turnover Sheet	1 pad
968-26097	Field Team Radiation Survey	1 pad
968-25691	Accountability Log	1 pad

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SECURITY COMMUNICATIONS CENTER

PTL Item: ALT ACCESS POINT

INVENTORY LIST

<u>Item</u>	<u>MINIMUM</u>
EPIP Position Book	1 Book
Emergency Phone Directory	1
KI Tablets	6 packages

FORMS:

Classification Notification Forms (968-24075)	1 pad
After Action Report Forms	1 pad
Emergency Response Log (968-23895)	1 pad

Attachment 5.7-7

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EOF ENGINEERING LIBRARY

PTL Item: EOF Records Room, R 144294

INVENTORY LIST

<u>Item</u>	<u>MINIMUM</u>
Columbia Generating Station Emergency Plan	1
Shielding Evaluation Report	1
+ Top Tier Drawing List (E556)	1
Technical Specifications	1
Plant Operating Procedures	1 Set
Columbia Generating Station Final Safety Analysis Report	1 Set
Top Tier Drawings	1 Set
Aperture Card Reader/Printer	1
INPO Emergency Resources Manual	1
Set of AED/CVI Aperture Cards	1 Set
Washington State Emergency Response Plan (Controlled Manual Holder's Copy No. 73)	1
Washington State Response Procedures for Radiation Emergencies (Controlled Manual Holder's Copy No. 105)	1
Benton County Emergency Response Plan (Controlled Manual Holder's Copy No. 30)	1
Franklin Country Emergency Response: Energy Northwest	1
+ <u>Quarterly</u>	

Ensure that document contains the most recent published revision.

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JOINT INFORMATION CENTER

PTL Item: JIC Equipment, R 153963

INVENTORY LIST

<u>Item</u>	<u>MINIMUM</u>
Columbia Generating Station Emergency Plan	1
Emergency Plan Implementing Procedures	1 Set
Emergency Phone Directory	4
Columbia Generating Station Systems Manuals (9 Volumes)	1 Set
Media Information Packages	15
Slides Representing Plant Systems (in Auditorium Projection Booth)	1 Set
Clock	3
TV Monitor (broadcast)	2
AM-FM Receiver	1
Headphones	2
EBS Radio Monitor	2
Fifty-Mile Emergency Planning Ingestion Zone Map	1
Ten-Mile Emergency Planning Plume Zone Map	1
Evacuation Route/Assistance Center Map	3
Phone Team Resource Books	10
Office Supplies	++

FORMS:

968-24075	Classification Notification Form	1 pad
968-26057	Emergency Phone Response Log	1 pad
968-23895	Emergency Response Log	1 pad
968-26058	Distribution Team Document Log	1 pad
968-26072	After Action Report	1 pad
968-25918	Plant Status	1 pad
jicbriefgid.doc	JIC Briefing Guidance	1

+ Includes required quantities.

++ Per posted inventory on cabinet, Room 14222

Attachment 5.7-9

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VENTILATION RADIATION MONITORING

Passport Work Item: EOF HVAC TESTING

Location:

- Emergency Operations Facility (EOF)

Quarterly

- Perform radiological check of HVAC in accordance with HPI 7.45 with assistance from Facilities personnel for verification.
- Completed work order packages should be forwarded to Records Processing.

Attachment 5.8

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FACILITIES SYSTEMS TESTS

Passport Work Items: AMA CF 52
OFMA HF 1H
OFMA HF 1C
EOF HVAC TESTING
HDQTRS AND EOF DG
HDQTRS & EOF DG, QTR

A. HVAC

Location:

- Emergency Operations Facility (EOF)

Quarterly

- Perform electrical check of HVAC in accordance with manufacturer's specifications.
- Verify radiological check with assistance from HP Operations personnel.
- Completed work packages should be forwarded to Records Processing.

B. 18 Months

- Perform Carbon and HEPA DOP tests for the applicable EOF and TSC units.

C. Diesel Generators (Required)

Locations:

- ENOC
- Kootenai/PSF/Emergency Operations Facility (EOF)
- Deschutes/Plant Engineering Facility

Monthly

- Perform load test of diesel generators in accordance with manufacturer's specifications.

Quarterly

- Verify operation of transfer switch in accordance with manufacturer's specifications.

Attachment 5.9

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EMERGENCY RESPONSE DATA SYSTEM (ERDS)

Data Point Library Reference

<u>EPN</u>	<u>TDAS</u>	
APRM-CH-A	X194	{3.5} { 3.6}
CMS-H2E-1301/CMS-CP-1301	X471	
CMS-LT-6A	X354	
CMS-02E-1302/CMS-CP-1302	X456	
CMS-PT-5	X442	
PRM-LCRM-1C	X392	
CMS-RIS-27E	X432	
CMS-SUM-1	X118	
COND-LT-40A	X434	
COND-LT-40B	X373	
EDR-SQRT-37	X181	
FDR-SQRT-38	X167	
HPCS-FT-5	X122	
IRM-EMSQ-601A	X184	
LPCS-FT-3	X164	
MS-LT-26A	X130	
RFW-CRM-L104	X159	
MS-PT-51A	X151	
MS-RIS-610A	X169	
OG-RIS-601A	X088	
RCIC-FT-3	X142	
RFW-DPT-17	X327	
RFW-FT-802A	X149	
RFW-FT-802B	X135	
RHR-FT-15A	X163	
RHR-FT-15B	X043	
RHR-FT-15C	X058	
SPTM-SUM-1	X355	
SRM-EMSQ-600A	X296	

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EMERGENCY RESPONSE DATA SYSTEM (ERDS) (Cont'd)

The following computer points have the instrument loop listed.

<u>EPN</u>	<u>SIGNAL</u>	<u>COMPUTER POINT</u>
MET-TE-10A	Average Temp - 245'	F146AV
MET-TE-11A	Average Temp - 33'	{3.5} {3.6}
MET-WMON-1A	Average Wind Speed - 245'	F142AV
	Average Wind Speed - 245'	F143AV
MET-WMON-2A	Average Wind Speed - 33'	F144AV
	Average Wind Dir. - 33'	F145AV

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COLUMBIA GENERATING STATION
PLANT PROCEDURES MANUAL

PROCEDURE NUMBER	APPROVED BY	DATE
*13.14.9	JEW - Revision 20	03/05/02
VOLUME NAME		
EMERGENCY PLAN IMPLEMENTING PROCEDURE		
SECTION		
SUPPORTING INFORMATION PROCEDURES		
TITLE		
EMERGENCY PROGRAM MAINTENANCE		

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1.0 PURPOSE

This procedure identifies the activities necessary to maintain a current emergency preparedness program in accordance with commitments made in the Columbia Generating Station Emergency Plan. {R-1710}

2.0 REFERENCES

- 2.1 10CFR50.47(b), Emergency Plans {R-1605}
- 2.2 10CFR50.54(q), Condition of Licenses {R-1700}
- 2.3 10CFR50.54(t), Conditions of Licenses, (audits) (R-1710, R-1712}
- 2.4 10CFR50 Appendix E, IV and V {R-5728, R-5730, R-5896, R-5928 R-5930}
- 2.5 NUREG-0654, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants {R-2878, R-4114}
- 2.6 FSAR, Chapter 13.3, Columbia Generating Station Emergency Plan
- 2.7 OQAPD, Appendix III {R-1368}
- 2.8 SWP-LIC-02, Licensing Basis Impact Determinations
- 2.9 SWP-LIC-03, Licensing Document Change Process
- 2.10 PPM 13.14.4, Emergency Equipment
- 2.11 PERA 201-1793-02

3.0 DISCUSSION

The Emergency Preparedness (EP) Program for Columbia Generating Station has many facets which require ongoing review and assessment to ensure they are being maintained. Many of these are attended to by groups outside of the Emergency Preparedness Department. For example, field survey instruments are checked and calibrated by Radiological Services, field team vehicles and emergency diesel generators are maintained by Construction and Maintenance Services, pagers and sirens are maintained by the Network Services, etc. If organizations that assist in the process of maintaining the EP Program are not diligent in performing their portion of the effort, the Program could be adversely affected. For this reason, the Emergency Preparedness Department will maintain an oversight role to ensure that all program maintenance requirements are being performed.

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4.0 PROCEDURE

4.1 Supervisor, Emergency Preparedness

- 4.1.1 Coordinate, as appropriate, with Energy Northwest managers to implement the requirements of Attachment 5.1, Topics Requiring Periodic Review Or Action.
- 4.1.2 Maintain, prepare, and archive records generated as a result of Emergency Preparedness program implementation in accordance with SWP-REC-01.
{R-2878}
- 4.1.3 Notify the Manager, Resource Protection, of any condition which would preclude or interfere with the ability of Energy Northwest to implement the requirements of the Columbia Generating Station Emergency Plan.

4.2 Applicable Energy Northwest Managers

- 4.2.1 Coordinate, as appropriate, with the Supervisor, Emergency Preparedness to implement the requirements of Attachment 5.1, Topics Requiring Periodic Review Or Action.
- 4.2.2 Notify the Supervisor, Emergency Preparedness of any condition which would preclude or interfere with the ability of Energy Northwest to respond to emergency conditions.

5.0 ATTACHMENTS

5.1 Topics Requiring Periodic Review Or Action

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TOPICS REQUIRING PERIODIC REVIEW OR ACTION

<u>TOPIC</u>	<u>RESPONSIBILITY</u>	<u>FREQUENCY</u>	<u>SCOPE</u>
1. Columbia Generating Station Emergency Plan Review (P-156728)	Supervisor, Emergency Preparedness {R-1605}	Annually	<p>A. Utilize guidance from SWP-LIC-03, to coordinate review, revision, approval, and issuance of the plan to incorporate changes resulting from new regulations, critiques of drills/exercises, audit findings, and comments from personnel or agencies inside and outside Energy Northwest.</p> <p>B. Ensure that the Washington State Emergency Management, the Benton and Franklin County Departments of Emergency Management, and the Department of Energy-Richland Operations are contacted early in the review/revision process and that their comments are solicited and considered for input into the process. Document this portion of the review.</p> <p>C. Ensure a Licensing Basis Impact review is performed as required by SWP-LIC-03.</p> <p>D. Ensure the supporting documentation is submitted for POC review consistent with the proposed change.</p> <p>E. Ensure the Emergency Plan is sent to the NRC per 10CFR50.4(b)(5) within 30 days of making the changes. {R-1700, R-5930}</p> <p>F. Ensure Emergency Plan is reviewed, revised, and approved per 10CFR50 Appendix E, V. {R-5928}</p>

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TOPICS REQUIRING PERIODIC REVIEW OR ACTION

<u>TOPIC</u>	<u>RESPONSIBILITY</u>	<u>FREQUENCY</u>	<u>SCOPE</u>
2. Columbia Generating Station Emergency Plan Implementing Procedures (EIPs)	Supervisor, Emergency Preparedness	As Necessary	<p>A. Utilize guidance from SWP-PR0-02 to coordinate reviews, revisions, and deviations required by revisions to the Emergency Plan or other requirements.</p> <p>B. Ensure Licensing Basis Impact reviews are completed as required by SWP-LIC-02.</p> <p>C. Ensure documentation is submitted for POC review, as required, and approved changes are placed in locations where they are likely to be used. {R-1368}</p> <p>D. Ensure that revisions affecting offsite response are coordinated with the appropriate agencies.</p>
3. Columbia Generating Station EIPs Telephone Numbers (P-153960)	Supervisor, Emergency Preparedness	Quarterly	<p>A. Review telephone numbers listed in the Emergency Phone Directory and EIPs, and change as required.</p>
4. National Weather Service (P-140185)	Supervisor, Emergency Preparedness	Monthly	<p>A. Check communications with the NWS first order station and NWS forecasting station to ensure routine meteorological observations and forecasts can be accessed. Refer to NUREG-0654, Annex 1 to Appendix 2, (3)(i).</p>
5. Emergency Action Level (EAL) Review (P-150780)	Supervisor, Emergency Preparedness	Annually {R-5730}	<p>A. Ensure officials from the State of Washington, Benton and Franklin Counties, and DOE-RL are afforded the opportunity to review EAL classification scheme. {R-5728}</p>

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TOPICS REQUIRING PERIODIC REVIEW OR ACTION

<u>TOPIC</u>	<u>RESPONSIBILITY</u>	<u>FREQUENCY</u>	<u>SCOPE</u>
6. Letters Of Agreement (P-149861, P-149860, P-146145, P-146144, P-146143, P-146142, P-141499, P-141501, P-149862)	Supervisor, Emergency Preparedness	Annually	<p>A. Coordinate review and revision (as necessary) of letters of agreement with involved agencies.</p> <p>B. Maintain file of current letters of agreement.</p> <p>C. Review supporting plans and contracts. Update as needed.</p>
7. Emergency Response Organization (ERO) Assignment List (P-153966)	Supervisor, Emergency Preparedness	Quarterly (or after substantial change)	<p>A. Maintain and coordinate an Emergency Response Organization position assignment list that meets Emergency Plan Section 2 requirements for review, revision, approval, and issuance of current list.</p>
8. ERO Training (P-158645, P156282, P-146889)	Supervisor, Emergency Preparedness	Monthly	<p>A. Review status of Emergency Response Organization personnel in the training database to ensure emergency position qualifications are being met by assigned personnel.</p>
		As Necessary	<p>B. Review and approve new or revised Emergency Training lessons.</p>
		Annually	<p>C. Ensure that a radiological training program is made available to local services personnel such as fire company and hospital personnel. {R-5896}</p>
		Annually	<p>D. Ensure that a radiological training program is made available to state and county agencies, and personnel involved with the emergency preparedness effort, at least annually.</p>

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TOPICS REQUIRING PERIODIC REVIEW OR ACTION

<u>TOPIC</u>	<u>RESPONSIBILITY</u>	<u>FREQUENCY</u>	<u>SCOPE</u>
9. Emergency Phone Directory/ERO Phone List (P-153960)	Supervisor, Emergency Preparedness	Quarterly	A. Coordinate review and update of the emergency phone directory and ERO Phone List to ensure it is current and correct. Distribute as required.
10. Emergency Equipment and Supplies (Passport tasks and P-153967, P-153957, P-153968, P-153969)	Supervisor, Emergency Preparedness ¹	Monthly, Quarterly, Semi-Annually, or Annually (as required)	A. Ensure tasks are performed as required by PPM 13.14.4.
11. Emergency Facilities (P-153963, P-153961, P-153962, P-153964)	Supervisor, Emergency Preparedness ¹	As Necessary	A. Ensure facilities are maintained and that modifications to any of Energy Northwest's Emergency Centers are documented and approved by the Supervisor, Emergency Preparedness.
12. Duty Rosters (for pager carriers) (P-153960)	Supervisor, Emergency Preparedness	Monthly	A. Ensure issuance of current duty rosters providing 24 hour per day availability of key Emergency Response Organization personnel.
13. EP Program Audit (P-159956)	Supervisor, Emergency Preparedness	Biennially, or more frequently if required	A. Ensure an audit is conducted that meets the OQAPD requirements and includes the Emergency Plan and Implementing Procedures, training, readiness testing, equipment, and interfaces with state and local governments. {R-1712, R-4114}

¹ And other Energy Northwest managers, such as Health Physics, Operations, Chemistry, Security, Administrative Services, Telecommunications, and Maintenance.

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TOPICS REQUIRING PERIODIC REVIEW OR ACTION

<u>TOPIC</u>	<u>RESPONSIBILITY</u>	<u>FREQUENCY</u>	<u>SCOPE</u>
		As Necessary	<ul style="list-style-type: none">B. Ensure the Audit Report is submitted to the applicable Vice President for evaluation of findings and resolutions.C. Ensure that findings requiring Energy Northwest corrective action are tracked to completion.D. Ensure the results of the review and recommendations are forwarded to appropriate Corporate and Plant Managers, and that portions pertinent to interface with the state and counties are made available to those jurisdictions.E. Ensure that the EP program audit includes an evaluation of the emergency evacuation notification of individuals in the Owner Controlled Area (i.e., Site One, et al) and their response.

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TOPICS REQUIRING PERIODIC REVIEW OR ACTION

<u>TOPIC</u>	<u>RESPONSIBILITY</u>	<u>FREQUENCY</u>	<u>SCOPE</u>
14. Drill/Exercise Program	Supervisor, Emergency Preparedness	Annually	<p>A. Prepare and conduct a drill/exercise program schedule in accordance with Emergency Plan, Section 8, and 10CFR50, Appendix E, Section IV F requirements.</p> <p>B. Coordinate drill/exercise controllers and evaluators to control and evaluate the ability of emergency responders to perform their Emergency Plan responsibilities.</p> <p>C. Ensure that drill/exercise evaluation and critique findings are formally documented, and management controls are established to ensure that needed corrective actions are implemented.</p>
15. Emergency Planning Staff qualifications	Supervisor, Emergency Preparedness	As Necessary	<p>A. Ensure Emergency Planning staff members maintain their professional qualifications by periodic attendance at industry seminars, training courses, and through observation of, or participation in, emergency exercises conducted at other facilities.</p>
16. Evacuation Time Studies (P-156729)	Supervisor, Emergency Preparedness	Annually	<p>A. Review Emergency Plan Section 5, and update as necessary.</p>
17. Population Studies (P- 156729)	Supervisor, Emergency Preparedness	Annually	<p>A. Review Emergency Plan Section 5, and update as necessary.</p>
18. Media Briefing (P-145627)	Supervisor, Emergency Preparedness	Annually	<p>A. Ensure annual media briefing is conducted in accordance with Emergency Plan, Section 9.</p>

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TOPICS REQUIRING PERIODIC REVIEW OR ACTION

	<u>TOPIC</u>	<u>RESPONSIBILITY</u>	<u>FREQUENCY</u>	<u>SCOPE</u>
19.	Public Information (P-145565)	Supervisor, Emergency Preparedness	Annually or As Needed	A. Ensure preparation and distribution of public information instructions on essential actions to be taken during emergencies in accordance with Emergency Plan Section 9.
20.	Energy Northwest Alert & Notification System Tests (P- 150208, P-153965, P-145923)	Supervisor, Emergency Preparedness	Annually or As Required	<p>A. Schedule and conduct operational tests of the Energy Northwest Emergency Alert and Notification System described in Emergency Plan, Section 6.</p> <p>B. Document and transmit reports of test results as required by FEMA Guidance Memorandum for offsite activities.</p>
21.	Severe Accident Guidelines (P- 149871)	Technical Services/System Engineering Manager	Annually	A. Review and update Technical Support Guidelines as necessary.
22.	Site One Implementation of Columbia Generating Station Eplan (P182667, P185635)	Supervisor, Emergency Preparedness	Annually	<p>A. Conduct an annual assessment of the Site One implementation of the Columbia Generating Station Emergency Plan.</p> <p>B. Ensure participation of Site One personnel during Columbia Generating Station emergency response drills.</p>

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DATE: 03/05/02

EDITORIAL

13.10.16

1.0 PURPOSE

The purpose of this procedure is to describe the emergency responsibilities and duties of the Chemistry/Effluents Manager.

2.0 REFERENCES

- 2.1 FSAR, Chapter 13.3, Emergency Plan, Section 2
- 2.2 PPM 13.8.1, Emergency Dose Projection System Operations
- 2.3 PPM 13.13.4, After Action Reporting
- 2.4 Emergency Response Log, Form No. 968-23895

3.0 PROCEDURE

3.1 Chemistry/Effluent Manager Responsibilities

- 3.1.1 Upon notification of an Alert, Site Area, or General Emergency, or if so directed, proceed to the Technical Support Center (TSC).
- 3.1.2 Obtain dosimetry and log in on the emergency RWP.
- 3.1.3 Present your keycard to the TSC cardreader located by the outer hallway access door to establish electronic Personnel Accountability.
- 3.1.4 Enter your name on the TSC Accountability Log located on the table just inside the TSC to establish manual Personnel Accountability.
- 3.1.5 Write your name on the TSC staffing board in the space next to your emergency position.
- 3.1.6 If you leave the TSC temporarily, inform the TSC Manager of your destination and approximate time of return. Note your destination on the TSC Personnel Accountability Log.
- 3.1.7 Upon arrival at the TSC, ensure dose projection computers are turned on and begin to monitor Area Radiation Monitor (ARM) readings from any TSC computer terminal that can access the Rad Status screen on PDIS.
- 3.1.8 If necessary, boot up the PC at the work station. Log onto the LAN using your user ID and password.

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EDITORIAL

13.14.8


		USE CURRENT REVISION
COLUMBIA GENERATING STATION PLANT PROCEDURES MANUAL		
PROCEDURE NUMBER	APPROVED BY	DATE
*13.14.8	DWC - Revision 15	04/29/99
VOLUME NAME		
EMERGENCY PLAN IMPLEMENTING PROCEDURES		
SECTION		
SUPPORTING INFORMATION PROCEDURES		
TITLE		
DRILL AND EXERCISE PROGRAM		

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4.1	Drill/Exercise Frequency	7

1.0 PURPOSE

This procedure outlines the Energy Northwest emergency drill and exercise program. A description of the different types of drills and, where applicable, the minimum required frequencies for each are indicated. The process to administer drills and exercises and to correct problem area findings are included.

2.0 REFERENCES

- 2.1 Letter No. GO2-93-125, Supply System to NRC, dated May 27, 1993 {2.1}
- 2.2 FSAR Chapter 13.3, Emergency Plan, Section 8.0
- 2.3 10CFR50 Appendix E, Section IV.F {R5902}
- 2.4 10CFR70.24, Criticality Accident Requirements
- 2.5 NUREG-0654/FEMA-REP-1, Rev. 1, Section II N {R3956}
- 2.6 INPO 88-019, Emergency Preparedness Drill and Exercise Manual, and Casualty Control Drill Supplement
- 2.7 Drill And Exercise Manual For Columbia Generating Station
- 2.8 SWP-CAP-01, Problem Evaluation Requests (PERs)
- 2.9 PPM 1.3.32, Plant Tracking Log
- 2.10 PPM 1.3.48, Root Cause Analysis
- 2.11 PPM 13.14.4, Emergency Equipment

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3.0 PROCEDURE

An important part of emergency preparedness is the ability to train personnel in an environment similar to what they might see during an actual emergency. This type of training is conducted in a "drill" format. Participants in a drill can be assisted and coached to reinforce appropriate measures that would need to have been taken had it been a real emergency.

The ability to evaluate the capabilities of these personnel is a requirement of both the Nuclear Regulatory Commission and the Federal Emergency Management Agency. An evaluation is conducted in an "exercise" format, which is similar to a drill, but where Participants can NOT be assisted or coached. Participants in an exercise must demonstrate that they can take the appropriate emergency response actions on their own.

3.1 Supervisor, Emergency Preparedness

- 3.1.1 Prepare an annual drill and exercise program proposal which outlines the tentative schedule, desired organization/agency participation, and scope for each intended drill and exercise.
- 3.1.2 Schedule and coordinate the annual drill/exercise program with the following:
 - a. Energy Northwest
 - Manager, Resource Protection
 - Plant General Manager
 - b. Offsite Agencies
 - (1) Inform offsite agencies at least 180 days in advance of dates for scheduled drills or exercises.
 - Directors of any potentially participating agencies, normally the Division of Emergency Management for Washington;
 - Benton County and Franklin County Emergency Management for bi-county response agencies;
 - Department of Energy - Richland Operations for Hanford response organizations, and individually for any other involved federal agencies; and

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- For ingestion zone participation, the Department Of Energy for the State of Oregon and the ingestion zone counties response agencies.

3.1.3 Implement the appropriate drill or exercise which meets the required frequency for conduct of drills and exercises defined in Attachment 4.1.

3.1.4 Appoint a "drill/exercise coordinator" for each drill or exercise.

3.1.5 A scenario development committee may be established to assist with direction and technical review of drill and exercise scenario development. The committee should include representatives from:

- Operations and/or Training
- Maintenance Training
- Engineering and/or Technical
- Health Physics and/or Chemistry
- Security
- Emergency Preparedness
- Outside Agencies {2.1}

If participating as a player, package review must be delegated to a nonplayer.

3.1.6 Review all completed exercise packages to ensure the requirements of 10CFR50 Appendix E, Section IV F and NUREG-0654/FEMA-REP-1, Rev. 1, Section II N have been met. {R5902} {R3956}

3.1.7 Obtain approval from the participating authorities listed in Step 3.1.2 above for each exercise package on a scenario signoff sheet.

3.1.8 Provide exercise packages to those federal agencies that will be conducting performance evaluations within required time frames.

3.1.9 Ensure drills and exercises are conducted in a safe and effective manner.

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3.1.10 Review all drill/exercise evaluation reports to ensure appropriate actions are taken to resolve findings and to pursue any delinquent responses to assure timely closure.

3.1.11 If significant findings are included in a report, evaluate the findings per the requirements of SWP-CAP-01.

- If the findings are a result of ineffective previous corrective action, evaluate the finding per the requirements of SWP-CAP-01. {2.2}

3.1.12 When analysis indicates conditions adverse to the Plant's ability to meet:

- An Emergency Plan commitment, or
- An Emergency Plan Implementing Procedure action step, or
- A NRC regulatory criterion

Evaluate these conditions per the requirements of SWP-CAP-01.

3.2 Licensing Manager Duties

3.2.1 Review Emergency Preparedness NRC Inspection Report findings that require resolution, i.e., open items, follow-up items, unresolved items, notices of violation, etc.

3.3 Drill/Exercise Coordinator Duties

3.3.1 Take all actions necessary to make preparations for conduct of the drill or exercise utilizing the guidance contained in EPI-21, Drill and Exercise Performance.

3.3.2 Prepare the drill/exercise package per EPI-21.

3.3.3 Incorporate the input and efforts of the scenario development committee and ensure the correctness of technical data, and that plant and environmental monitoring conditions are as realistically portrayed as is practicable.

3.3.4 Conduct the drill/exercise per EPI-21.

3.3.5 With assistance from the drill controllers, prepare the drill/exercise report that summarizes performance.

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- 3.3.6 Ensure unresolved deficiencies are entered into the Plant Tracking Log (PTL) for corrective action tracking. Refer to PPM 1.3.32.
- 3.3.7 Ensure resolution of corrective actions by appropriate individuals or departments.
- 3.3.8 Ensure personnel respond to assigned corrective action items tracked in the PTL by the specified due date.

4.0 ATTACHMENTS

4.1 Drill/Exercise Frequency

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DRILL/EXERCISE FREQUENCY

<u>Activity</u>	<u>Description</u>	<u>Frequency</u>
Communications System Tests	As described in PPM 13.14.4.	As specified in PPM 13.14.4.
Communications Drills	As described in Table 8-2, b. of the Emergency Plan	As specified in Table 8-2, b. of the Emergency Plan
Fire Brigade Drill	The Fire Brigade will be activated to respond to a simulated fire or may respond to a training area to actually fight a fire under the supervision of the Fire Brigade Leader. It may be incorporated into an annual exercise or another drill.	Controlled under the Fire Protection Plan.
Medical Emergency Drill	This drill involves a simulated injury with contamination and will include provisions for participation by ambulance personnel and off-site medical treatment facilities. If not incorporated into the annual exercise it will be evaluated separately by FEMA.	Annually, supporting each local area hospital biannually, including FEMA evaluation.
Radiological Monitoring Operations Drill	This drill involves the Environmental Field Teams. Field activities involve conducting surveys and collecting and analyzing various samples, such as soil, water, air, and vegetation. Provisions for communications and record keeping will also be tested. This drill may be incorporated into another drill or exercise.	Annually
Criticality Evacuation	606' floor workers respond to criticality alarm and evacuate the floor.	Annually
Health Physics Lab/PASS	This drill involves the response to and analysis of simulated elevated airborne and liquid samples, and may include transfer of samples to the EOF HP Center. It also may be incorporated into another drill/exercise.	Semi-annual
Health Physics Lab Drill	This drill involves the analysis of implant liquid samples, with actual elevated radiation levels, including the use of the post-accident sampling system.	Annually

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DRILL/EXERCISE FREQUENCY

<u>Activity</u>	<u>Description</u>	<u>Frequency</u>
Casualty Control Drill	Performance of these drills is optional. They may incorporate several other drills into a combined functional drill approaching the scope of the annual exercise.	Optional
Dress Rehearsal	Performance of these drills is optional. It usually is of the same scope as the annual exercise as a means to provide a preliminary test of the emergency response organizations.	Optional (usually held the month prior to the exercise)
Exercise	<p>This is a test of Energy Northwest's overall capability to respond to an emergency resulting in offsite radiological releases requiring response by offsite authorities. It will involve participation by the Plant staff and offsite agencies. Scenarios will be varied from exercise to exercise to provide for the following:</p> <ul style="list-style-type: none">A. Testing of all major elements of the preparedness organization and the plan, such as ingestion zone plans, within 6 years.B. Starting between 6:00 PM and 4:00 AM each 6 years.C. Conducting some exercises unannounced.D. Conducting exercises under various weather conditions.E. Accommodation of offsite agencies any year they want to participate, but assuring the minimum participation specified in 10CFR50, Appendix E, Section IV F are met.	Biennially

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