

Dominion Nuclear Connecticut, Inc.
Millstone Power Station
Rope Ferry Road
Waterford, CT 06385



APR 19 2002

Docket Nos. 50-245
50-336
50-423
B18641

RE: 10 CFR 50, Appendix E
10 CFR 50.47(b)(5)

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

Millstone Nuclear Power Station, Unit Nos. 1, 2 and 3
Revised Emergency Plan Procedures

The purpose of this letter is to inform the Nuclear Regulatory Commission that the following Emergency Plan Procedures have been implemented:

- MP-26-EPI-FAP01, "Control Room Emergency Operations," Major Revision 1, Minor Revision 1, transmitted via Attachment 1;
- MP-26-EPI-FAP01-001, "Control Room - Director of Station Emergency Operations (CR-DSEO)," Major Revision 1, Minor Revision 1, transmitted via Attachment 2;
- MP-26-EPI-FAP04-003, "Manager of Radiological Dose Assessment (MRDA)," Major Revision 1, transmitted via Attachment 3;
- MP-26-EPI-FAP04-004, "Assistant Manager, Radiological Dose Assessment (AMRDA)," Major Revision 1, transmitted via Attachment 4;
- MP-26-EPI-FAP04-005, "Radiological Assessment Engineer (RAE)," Major Revision 1, transmitted via Attachment 5;
- MP-26-EPI-FAP04-006, "Field Team Data Coordinator (FTDC)," Major Revision 1, transmitted via Attachment 6;
- MP-26-EPI-FAP04-007, "Radiation Monitoring Team #3, #4, #5 (RMT #3, #4, #5)," Major Revision 1, transmitted via Attachment 7;
- MP-26-EPI-FAP04-008, "Radiological Communicator - EOF," Major Revision 1, transmitted via Attachment 8;
- MP-26-EPI-FAP04-009, "EOF HP Technician," Major Revision 1, transmitted via Attachment 9;

A045

- MP-26-EPI-FAP05, "State Emergency Operations Center (EOC) Activation and Operation," Major Revision 1, transmitted via Attachment 10;
- MP-26-EPI-FAP05-001, "Executive Spokesperson (ES)," Major Revision 1, transmitted via Attachment 11;
- MP-26-EPI-FAP05-002, "Technical Assistant (TA)," Major Revision 1, transmitted via Attachment 12;
- MP-26-EPI-FAP05-003, "Nuclear News Manager (NNM)," Major Revision 1, transmitted via Attachment 13;
- MP-26-EPI-FAP05-004, "Rumor Control Liaison (RCL)," Major Revision 1, transmitted via Attachment 14;
- MP-26-EPI-FAP05-005, "Media Center Liaison (MCL)," Major Revision 1, transmitted via Attachment 15;
- MP-26-EPI-FAP05-006, "Technical Briefer (TB)," Major Revision 1, transmitted via Attachment 16;
- MP-26-EPI-FAP07, "Notifications and Communications," Major Revision 2, transmitted via Attachment 17;
- MP-26-EPI-FAP07-002, "NRC Notification Checklist," Major Revision 1, transmitted via Attachment 18; and
- MP-26-EPI-FAP08, "Evacuation and Assembly," Major Revision 0, Minor Revision 4, transmitted via Attachment 19.

There are no regulatory commitments contained within this letter.

If you have any questions concerning this submittal, please contact Mr. David A. Smith at (860) 437-5840.

Very truly yours,

DOMINION NUCLEAR CONNECTICUT, INC.

FOR: J. Alan Price
Site Vice President - Millstone

BY: 
C. J. Schwarz, Director
Nuclear Station Operations and Maintenance

Attachments (19)

cc: See next page

cc: H. J. Miller, Region I Administrator (2 copies)
R. J. Conte, Chief, Operational Safety Branch, Region I

cc: w/o attachment

J. B. Hickman, NRC Project Manager, Millstone Unit No. 1
T. J. Jackson, NRC Inspector, Region I, Millstone Unit No. 1
R. B. Ennis, NRC Senior Project Manager, Millstone Unit No. 2
NRC Senior Resident Inspector, Millstone Unit No. 2
V. Nerses, NRC Senior Project Manager, Millstone Unit No. 3
NRC Senior Resident Inspector, Millstone Unit No. 3

Docket Nos. 50-245
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Attachment 1

Millstone Nuclear Power Station, Unit Nos. 1, 2 and 3

Emergency Procedures Implementing (EPI) Functional Administrative Procedure (FAP)
MP-26-EPI-FAP01, "Control Room Emergency Operations"
Major Revision 1, Minor Revision 1

2/13/02
Approval Date

2/14/02
Effective Date

Document Action Request

SPG# 020305-140909

A

Initiated By: Patti Luckey Date 3/5/02 Department: EPD Ext.: 5474

Document No.: MP-26-EPI-FAP01 Rev. No.: 001 Minor 01

Title: Control Room Emergency Operations

For New Documents only → QA RI Title

B

Reason for Request/Action (attach commitments, CRs, ARs, OEs etc)

Support removal of Unit 1 Certified Fuel Handlers, includes changes to form EPI-FAP01-001

Continued

Select one if performing a change (See MP-05-DC-SAP01 sect 2.3 to determine type of change)

C

Intent Change (Tech IR, SQR Independent, RCD, Env Screen Required)
Other reviews may be required. See MP-05-DC-FAP 01.1 att 3

Edit Corr.:

Non-Intent Change
(Only Tech IR, SQR IR and Env. signature Required)

D

Editorial Correction Approval

TPC Interim Approval

Plant Mgmt Staff Member - Approval

(1) Plant Mgmt Staff Member Print/Sign/Date

(2) SM/SRO/CFH Print/Sign/Date

E

Procedure Request/Feedback Disposition

Priority: Perform Now Perform Later

Activity: Revision Minor Revision Cleanup Rev Biennial Review Cancellation Supercede

See DC-GDL01 for guidance

TPC OTC Place in VOID

F

Reviews continued <input checked="" type="checkbox"/>	Print	Sign	Date	SQR Qualified			/ # Comments
				Yes	No	Dept.	
<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>		
50.54(g) <input checked="" type="checkbox"/>	Kathleen Burgess	<i>Kathleen Burgess</i>	3/6/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
Environmental <input checked="" type="checkbox"/>	Kathleen Burgess	<i>Kathleen Burgess</i>	3/6/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
Licensing Basis <input type="checkbox"/>							
Tech Independent <input checked="" type="checkbox"/>	MARK WHITE	<i>for Mark</i>	3/6/02	X		EPD	

G

An NRRL Update Required YES

H

1. SQR Program Final Review and Approval

Approval Disapproval

Kathleen Burgess 3/6/02
SQR Qualified Independent Reviewer / Date

Patti Luckey
Dept Head / Responsible Individual

3/7/02

Approval Date

2 Final Review and Approval

SORC

RI/DH (Ref Mans, GDLs, Handbooks)

DH / RI Sign

Meeting No

SORC Signature

DH / RI Signature

Approval Date

I

Effective Date: 3/25/02

**Functional
Administrative
Procedure**



Millstone Station

Control Room Emergency Operations

MP-26-EPI-FAP01

Rev. 001-01

Approval Date: 3/7/02

Effective Date: 3/25/02



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MP-26-EPI-FAP01-004, "Control Room Shift Technician (CR ST)"	
MP-26-EPI-FAP01-005, "Radiological Monitoring Team #1 (RMT #1)"	
MP-26-EPI-FAP01-006, "Chemistry Technician (Chem Tech)"	
MP-26-EPI-FAP01-007, "Control Room Data Coordinator (CRDC)"	

1. PURPOSE

1.1 Objective

This procedure provides guidance to individuals located in the Control Room (CR) who become Station Emergency Response Organization (SERO) personnel during declared emergencies.

1.2 Applicability

This procedure is performed by CR personnel for emergency events classified as Unusual Event or higher.

1.3 Supporting Documents

EPI-FAP07, "Notifications and Communications"

EPI-FAP15, "Common Forms"

EPA-REF08B, "Millstone Emergency Plan Resource Book "

| ①

1.4 Discussion

1.4.1 CR-DSEO Transition to MCRO

The CR-DSEO becomes the MCRO after being relieved by the on-call DSEO. The MCRO then reports directly to the ADTS.

For a Unit 1 event, the Unit 2 CR-DSEO becomes the MCRO .

| ①

1.4.2 10 CFR 50.54(x) Invocation

As discussed in the Statements of Consideration to 10 CFR Part 50, emergencies can arise during which compliance with a license condition or a Technical Specification could prevent necessary action by the licensee to protect the public health and safety. Absolute compliance with the license during these emergencies can be a barrier to effective protective action.

Unanticipated circumstances can occur during the course of an emergency which may call for responses different from any previously considered during the course of licensing. Special circumstances requiring a deviation from license requirements are not necessarily limited to transients or accidents not analyzed in the licensing process. Special circumstances can arise during emergencies involving multiple equipment failures or coincident accidents where plant emergency procedures could be in conflict with or not applicable to the circumstances. In addition, an accident can take a course different from that which was addressed when the emergency procedure was written, thus requiring a protective response at variance with a procedure required to be followed by the licensee which may ultimately be contrary to current Technical Specifications or the license condition.

10 CFR 50.54(x) will permit the licensee to take reasonable action in an emergency even though the action departs from licensing conditions or plant Technical Specifications. This action may only be taken, however, if the following criteria are met:

- The action is immediately needed to protect the public health and safety, including plant personnel.
- No action consistent with the license conditions and Technical Specifications is immediately apparent that can provide adequate or equivalent protection.
- As a minimum, a licensed senior operator approves the action.

a. Applicability Determination

The NRC can amend Technical Specifications or license conditions. The §50.54(x) regulation is not intended to apply in circumstances during which time allows this normal process to be followed. The regulation applies only to those emergency situations in which immediate action is required by the licensee to protect public health and safety and this action is contrary to a Technical Specification or license condition.

Operating outside the boundaries of approved procedures or in the absence of procedures does not in and of itself meet the threshold for invocation of §50.54(x). Also, the existence of a safety analysis (§50.59) conducted for the purpose of determining whether an unreviewed safety question exists is not sufficient to determine whether application of §50.54(x) is appropriate. §50.54(x) is not intended for use as a general regulatory protective shield for all actions not addressed by current procedures. Even after §50.54(x) has been invoked, each subsequent action taken must be evaluated for §50.54(x) applicability with all necessary approvals and notifications being made for each invocation, as appropriate.

Additionally, the §50.54(x) and (y) amendments were not written for the purpose of establishing procedures and guidance (such as SAMG) that may be useful at some future date (e.g., preplanning and contingency actions). The determination to discontinue following plant operating procedures and/or EOPS, and to begin following SAMG, by itself, does not constitute a departure from a license condition or Technical Specification and, therefore, does not require invocation of §50.54(x). Note however, it is possible that the first action directed during SAMG implementation may actually require §50.54(x) invocation.

The threshold for invocation is met only if the action being taken is not consistent with current license conditions and Technical Specifications. Additionally, the action must meet the time and safety dependent criteria previously discussed. Then and only then should the invocation of §50.54(x) be considered for approval.

b. Approval

A licensed senior operator position is the minimum level within the organization, but not the only position, authorized to approve invocation of §50.54(x). 10 CFR 50.54(y) states, "Licensee action permitted by paragraph (x) of this section shall be approved, as a minimum, by a licensed senior operator..." This wording makes it clear that such action must be approved at least by a licensed senior operator acting for the licensee. The regulation focuses on the responsibilities of facility licensees and only peripherally includes licensed senior operators. Under the provision, any licensed senior operator (licensed for the Unit involved) would be sufficient. However, during declared emergencies, more senior licensee personnel would eventually become available. The decision to depart from the license would then pass to these more senior personnel already identified in the Emergency Plan.

Ultimate responsibility for the health and safety of the general public and station personnel in an emergency resides in the highest authority in the chain of command. The persons responsible for the health and safety of the general public and station personnel are already identified in the facility license and implementing procedures. These persons include the ADTS and the DSEO following emergency response facility activation. If, however, an emergency should occur on a backshift, no licensee representative higher than a licensed senior operator in the chain of command is likely to be available. Therefore, the departure from a license condition or Technical Specification requires the approval of a licensed senior operator as a minimum.

To require any additional approvals or concurrence, such as from senior licensee representatives or the NRC, would defeat the purpose of §50.54(x). Concurrence or approval from the NRC is also not necessary, as this action would amount to a license amendment using procedures contrary to those existing for amendments. NRC concurrence would additionally shift the burden of responsibility for station safety from the licensee to the NRC.

c. Reportability

Deviations authorized pursuant to 10 CFR 50.54(x) are reportable as soon as practical and in all cases within one hour under 10 CFR 50.72(b)(1)(i)(B), or 10 CFR 50.73(a)(2)(i)(C), if not reported simultaneously with emergency notification under 10 CFR 50.72(a). When time permits, the notification is made before the protective action is taken; otherwise, it is made as soon as possible thereafter. Additionally, a Licensee Event Report will be generated and submitted to the NRC within 30 days.

d. Subsequent Actions

Following invocation of 50.54(x) and notification of the NRC, actions are taken as soon as practical to restore the plant to full compliance with Technical Specifications and all conditions of license.

1.4.3 Radiological Monitoring Team #1

During initial SERO activation, RMT #1 provides Control Room health physics support and conducts in-plant surveys and sample analysis. Upon full SERO activation, the MRCA assumes control of the RMT #1 members. An RMT #1 member will report to the MCRO for the duration of the event.

1.4.4 Initial Dose Assessment

The Initial Dose Assessment (IDA) computerized method provides the capability to perform a dose projection using effluent release information and real-time meteorology. For the purposes of calculating a total integrated TEDE, a default release duration of 2 hours may be assumed. This assumption corresponds to a period within which SERO activation will occur and a more refined dose assessment can then be performed.

This assessment is performed by a Chemistry Technician after a radiological release has occurred and all required actions critical to mitigating the plant event are completed or determined to be of a severity less than the need for performing an initial dose assessment. This is acceptable because initial EALs and PARs will be based upon plant conditions. IDA is used only as a supplement to the initial recommendations. Input provided to the CR-DSEO may be used to validate the initial protective action recommendation or classification.

Event classification, off-site agency notifications, and protective action recommendations made by the CR-DSEO should *not* be delayed by awaiting the results of this dose assessment.

1.4.5 OFIS

OFIS provides critical plant parameters to allow communication of plant data for analysis of plant conditions. OFIS may be accessed from LAN PCs.

1.4.6 Definitions and abbreviation are contained in Attachment 1.

1.4.7 Responsibilities are contained in Attachment 2.

2. INSTRUCTIONS

2.1 Refer To and complete the following, as applicable:

NOTE

Steps in the position specific checklists may be performed in any order, or more than once, as necessary.

- EPI-FAP01-001, “Control Room-Director of Station Emergency Operations (CR-DSEO)”
- EPI-FAP01-002, “Manager of Control Room Operations (MCRO)”
- EPI-FAP01-003, “Station Duty Officer (SDO)”
- EPI-FAP01-004, “Control Room Shift Technician (CR ST)”
- EPI-FAP01-005, “Radiological Monitoring Team (RMT) #1”
- EPI-FAP01-006, “Chemistry Technician”
- EPI-FAP01-007, “Control Room Data Coordinator (CRDC)”

2.2 If an action is not appropriate under existing conditions or was not necessary for the event, enter N/A when completing documentation for submittal.

3. **SUMMARY OF CHANGES**

3.1 **Revision 000**

3.1.1 Original issue.

3.2 **Revision 000-01**

3.2.1 Changed step 1.4.1 CR-DSEO Transition to MCRO for a Unit 1 event.

3.3 **Revision 001**

3.3.1 Biennial review

3.4 **Revision 001-01**

3.4.1 Section 1.3, changed Millstone Emergency Plan Resource Book from an EPUG to REF08B to support MP-26-MMM.

3.4.2 Section 1.4.1, changed the Unit 1 CFH to the Unit 2 CR-DSEO who becomes the MCRO.

Attachment 1

Definitions and Abbreviations

(Sheet 1 of 3)

Definitions

Activation - All functions, minimum staffing requirements, and turnovers have been completed and the senior SERO position in the facility declares it active.

Alpha or Bravo - State of Connecticut posture codes issued with a GENERAL EMERGENCY classification. A technical basis for developing a PAR as a result of that classification.

Calculated Dose Rate - A dose rate calculated for actual releases based on rates derived from effluent monitor or survey readings (usually in units of mR/hr or R/hr).

Delta Temperature - An indicator of atmospheric stability which affects plume dispersion.

Dose Assessment - the act of calculating dose commitment from the release of radioactivity.

Measured Dose Rate - Dose rate based on field survey results (usually in units mR/hr or R/hr).

Minimum Staff - Positions depicted above the line on the facility staffing board which are necessary before activation may occur.

Mission Specific Exposure Limits - Specific exposure limits based on job task assignments for emergency team members.

Plant Condition - A technical basis for developing a PAR as a result of actual or imminent loss of all 3 fission product barriers, or based on high containment radiation levels.

Projected Dose - A technical basis for developing a PAR as a result of an ongoing radiological release that is projected on either a measured dose rate, or a calculated dose rate for an expected release duration (usually in units of rem).

Protective Action Recommendation (PAR) - A recommendation issued to state and local decision makers for their consideration in making a protective action decision (i.e., shelter, evacuate).

Site Boundary - For dose assessment purposes, the 0.5 miles distant from the release point.

Unmonitored Release - A suspected or actual release of radioactive material to the environment without passing through an operational process or radiation monitor.

"What If" Dose Projection - A theoretical dose projection based on the premise that the accident sequence in progress will result in the partial or total release of an assumed quantity of core inventory (usually in units of Rem).

Attachment 1

Definitions and Abbreviations

(Sheet 2 of 3)

Wind Direction - The three digit number indicating the 000°-360° degree bearing (000° and 360° being north; 180° being south) from which the wind is blowing for the representative release elevation. Changes in wind direction may also constitute the technical basis for updating a PAR after the initial PAR has been issued.

Abbreviations

ADEOF - Assistant Director Emergency Operations Facility

ADTS - Assistant Director Technical Support

AMRDA - Assistant Manager of Radiological Dose Assessment

CDE - Committed Dose Equivalent for the thyroid (usually in units of Rem)

CR-DSEO - Control Room Director of Station Emergency Operations

DDE - Deep Dose Equivalent

EAL - Emergency Action Level

ENS - Emergency Notification System

EOF - Emergency Operations Facility

ERF - Emergency Response Facility

IDA - Initial Dose Assessment (computer program)

IRF - Incident Report Form

KI - Potassium Iodide

LAN - Local Area Network

MCRO - Manager of Control Room Operations

MOS - Manager of Security

MRDA - Manager of Radiological Dose Assessment

MTSC - Manager of Technical Support Center

OFIS - Off-Site Facilities Information System

Attachment 1

Definitions and Abbreviations

(Sheet 3 of 3)

PAR - Protective Action Recommendation

PC - Personal Computer

PPADs - Personal Protective Action Decisions

SERO - Station Emergency Response Organization

SSS - Security Shift Supervisor

ST - Shift Technician

TEDE - Total Effective Dose Equivalent

TIC - Technical Information Coordinator

TSC - Technical Support Center

Attachment 2

Responsibilities

(Sheet 1 of 2)

1. Control Room Director of Station Emergency Operations (CR-DSEO)

The CR-DSEO is responsible for the following activities, which cannot be delegated, until relieved by the EOF DSEO:

- Assuming command and control of station emergency response
- Classifying events
- Authorizing off-site notifications
- Initiating station emergency response
- Authorizing mitigation and repair activities
- Approving evacuations
- Authorizing emergency exposures
- Approving off-site Protective Action Recommendations
- Issuing KI

2. Manager of Control Room Operations (MCRO)

The MCRO is responsible for the following activities:

- Recommending corrective actions to the ADTS
- Providing current plant status to the ADTS
- Recommending event classification changes to the ADTS
- Coordinating actions to mitigate degradation of plant systems with the ADTS
- Coordinating Control Room actions and equipment operability and repair team activities with the MOSC

Attachment 2 Responsibilities

(Sheet 2 of 2)

3. Station Duty Officer (SDO)

The SDO is responsible for assisting the CR-DSEO by:

- Notifying the NRC of the event via the ENS line
- Assisting the ST in making notifications (e.g., Resident Inspector, Agencies)
- Assisting with precautionary dismissal, evacuation, or assembly of personnel

4. Shift Technician (ST)

The ST is responsible for making off-site notifications.

5. Radiological Monitoring Team (RMT) #1

The RMT #1 is responsible for the following activities:

- Providing Control Room habitability and additional health physics support
- Conducting in-plant surveys and analyzing samples

6. Chemistry Technicians

The Chemistry Technicians are responsible for the following activities:

- Providing Chemistry support
- Conducting initial dose assessments

7. Control Room Data Coordinator (CRDC)

The CRDC is responsible for the following activities:

- Activating OFIS
- Retrieving required plant parameter data
- Maintaining a chronological log of events in the Control Room

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Attachment 2

Millstone Nuclear Power Station, Unit Nos. 1, 2 and 3

Emergency Procedures Implementing (EPI) Functional Administrative Procedure (FAP)
MP-26-EPI-FAP01-001, "Control Room - Director of Station Emergency Operations
(CR-DSEO)," Major Revision 1, Minor Revision 1

2/13/02
Approval Date

2/14/02
Effective Date

Document Action Request

SPG#
020305-14442

Initiated By: Patti Luckey Date 3/6/02 Department: EPD Ext.: 5474

Document No.: MP-26-EPI-FAP01-001 Rev. No.: 001 Minor 01

Title: Control Room - Director of Station Emergency Operations (CR-DSEO)

For New Documents only → QA RI Title

Reason for Request/Action (attach commitments, CRs, ARs, OEs etc)

Support removal of Unit 1 Certified Fuel Handlers

Continued

Select one if performing a change (See MP-05-DC-SAP01 sect 2.3 to determine type of change)

Intent Change (Tech IR, SQR Independent, RCD, Env Screen Required)
Other reviews may be required. See MP-05-DC-FAP 01.1 att 3

Edit Corr.:

Non-Intent Change

(Only Tech IR, SQR IR and Env. signature Required)

Editorial Correction Approval

TPC Interim Approval

Plant Mgmt Staff Member - Approval

(1) Plant Mgmt Staff Member Print/Sign/Date

(2) SM/SRO/CFH Print/Sign/Date

Procedure Request/Feedback Disposition

Priority: Perform Now Perform Later

Activity: Revision Minor Revision Cleanup Rev Biennial Review Cancellation Supersedeure

See DC-GDL01 for guidance

TPC OTC Place in VOID

Reviews continued <input checked="" type="checkbox"/>	Print	Sign	Date	SQR Qualified			✓ Comments
				Yes	No	Dept.	
<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>		
50.54 g <input checked="" type="checkbox"/>	Kathleen Burgess	Kathleen Burgess	3/6/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
Environmental <input checked="" type="checkbox"/>	Kathleen Burgess	Kathleen Burgess	3/6/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
Licensing Basis <input type="checkbox"/>							
Tech Independent <input checked="" type="checkbox"/>	Mark White	<i>Mark White</i>	3/8/02	<input checked="" type="checkbox"/>		EPD	

An NRRL Update Required YES

1. SQR Program Final Review and Approval

Approval Disapproval

Kathleen Burgess 3/8/02
SQR Qualified Independent Reviewer / Date

Patti Luckey 3/11/02
Dept Head / Responsible Individual

3/11/02
Approval Date

2 Final Review and Approval

SORC

RI/DH (Ref Mans, GDLs, Handbooks)

DH / RI Sign

Meeting No

SORC Signature

DH / RI Signature

Approval Date

Effective Date: 3/25/02

3/7/02

Approval Date

3/25/02

Effective Date

Control Room - Director of Station Emergency Operations (CR-DSEO)

NOTE

If the applicable unit is Unit 1, the Unit 2 SM/CFH will classify the event and become the CR-DSEO.

①

Section A: Emergency Response Immediate Actions

1. Evaluate the conditions using EPI-FAP06, "Classification and PARs."
 - Notify the SDO and Shift Technician (ST) to report to the control room and provide a briefing.
 - Review the EAL tables:
 - For Unit 1, EPI-FAP06-001
 - For Unit 2, EPI-FAP06-002
 - For Unit 3, EPI-FAP06-003
 - Evaluate the status of the fission product barriers.
2. Declare the emergency.
 - Announce the emergency declaration level and time to the CR staff and assume the role of CR-DSEO.

NOTE

Offsite notification shall be accomplished within 15 minutes of an emergency event classification.

- Direct the ST to initiate offsite notifications per EPI-FAP07, "Notifications and Communications."
3. Go To the applicable section and perform the immediate actions.
 - Unusual Event Section B
 - Alert..... Section C
 - Site Area Emergency Section D
 - General Emergency Section E

Section B: Unusual Event Immediate Actions

NOTE

During a security event, it may be advisable NOT to sound an alarm or make a PA announcement.

1. Notifications

- Notify the unaffected unit control room of the event.
- Activate the outside speakers.
- Review the wording for the station notification message and announce the following over the station PA system:

Attention all personnel; attention all personnel. An Unusual Event has been declared at (Unit # _____) due to (brief description of event _____). All members of the SERO stand by for further instructions. All other personnel continue with your present duties.

- Repeat the PA message.
- Log time of announcement on EPI-FAP15-012, "SERO Log Sheet."
- Review and approve the Incident Report Form (IRF) for transmittal.
- Refer To EPI-FAP15-001, "DSEO/ADTS Briefing Sheet," and complete.
- IF the emergency event occurs off-hours (6:00pm to 4:00am) or on weekends, direct SDO to voice-record EPI-FAP15-001 information and fax completed form to EOF and TSC.

2. NRC Notification

- Direct the SDO to notify the NRC via the ENS.
- Verify the ST or SDO has contacted the resident inspector.

3. Loss of Power

- IF event is Loss of Off-Site Power (LOP), evaluate what loads are being carried and what loads are necessary.
- Within 4 hours of the LOP, evaluate the need to order emergency diesel generator fuel to extend on-site capacity and direct on-shift person to order fuel, as required.

- 4. IF no upgrade to classification is warranted, Go To Section F, "Routine and Follow-up Actions."

Section C: Alert Immediate Actions

NOTE

Hazardous conditions may impact the ability to move personnel. If hazardous conditions exist, it may be better to shelter non-essential personnel onsite.

During a security event, it may be advisable **NOT** to sound an alarm or make a PA announcement.

1. Notifications

- Notify the unaffected unit control room of the event.
- Request Security to restrict site access and notify Waterford Police and CT State Police to prepare for a precautionary dismissal.
- Activate the outside speakers.
- Review the wording for the station notification message and announce the following over the station PA system:

Attention all personnel; attention all personnel. An Alert has been declared at (Unit # _____) due to (brief description of event _____). All SERO members report to your designated emergency response facility.

- Repeat the PA message.
- Log time of announcement on EPI-FAP15-012.
- Review and approve the Incident Report Form (IRF) for transmittal
- Refer To EPI-FAP15-001, "DSEO/ADTS Briefing Sheet," and complete.
- IF** the emergency event occurs off-hours (6:00pm to 4:00am) or on weekends, direct SDO to voice-record EPI-FAP15-001 information and fax completed form to EOF and TSC.

2. NRC Notification

- Direct the SDO to notify the NRC via the ENS.
- Verify the ST or SDO has contacted the resident inspector.

3. Precautionary Dismissal

- Refer to EPI-FAP08, "Evacuation and Assembly," and conduct a precautionary dismissal as events warrant.

4. **IF** no upgrade to classification is warranted, Go To Section F, "Routine and Follow-up Actions."

Section D: Site Area Emergency Immediate Actions

NOTE

Hazardous conditions may impact the ability to move personnel. If hazardous conditions exist, it may be better to shelter non-essential personnel onsite.

During a security event, it may be advisable **NOT** to sound an alarm or make a PA announcement.

1. Notifications

- Notify the unaffected unit control room of the event.
- Request Security to restrict site access.
- Activate the outside speakers.

▼ CAUTION ▼

Implementation of evacuation shall not be delayed once the station notification has been made.

- Review the wording for the station notification message and announce the following over the station PA system:

Attention all personnel; attention all personnel. A Site Area Emergency has been declared at (Unit #) due to (brief description of event

). All on-duty SERO members report to your designated emergency response facility. All off-duty SERO members report to your designated Assembly Area.

- Repeat the PA message.
- Log time of announcement on EPI-FAP15-012.
- Review and approve the Incident Report Form (IRF) for transmittal.
- Refer To EPI-FAP08, "Evacuation and Assembly," and conduct evacuation.
- Refer To EPI-FAP15-001, "DSEO/ADTS Briefing Sheet," and complete.
- IF** the emergency event occurs off-hours (6:00pm to 4:00am) or on weekends direct SDO to voice-record EPI-FAP15-001 information and fax completed form to EOF and TSC.

2. NRC Notification

- Direct the SDO to notify the NRC via the ENS.
- Verify the ST or SDO has contacted the resident inspector.

3. **IF** no upgrade to classification is warranted, Go To Section F, "Routine and Follow-up Actions."

Section E: General Emergency Immediate Actions

NOTE

Hazardous conditions may impact the ability to move personnel. If hazardous conditions exist, it may be better to shelter non-essential personnel onsite.

During a security event, it may be advisable **NOT** to sound an alarm or make a PA announcement.

1. Notifications

- Notify the unaffected unit control room of the event.
- Request Security to restrict site access.
- Activate the outside speakers.

▽ CAUTION ▽

Implementation of evacuation shall not be delayed once the station notification has been made.

- Review the wording for the station notification message and announce the following over the station PA system:

Attention all personnel; attention all personnel. A General Emergency has been declared at (Unit # _____) due to (brief description of event _____). All on-duty SERO members report to your designated emergency response facility. All off-duty SERO members report to your designated Assembly Area.

- Repeat the PA message.
- Log time of announcement on EPI-FAP15-012.
- Review and approve the Incident Report Form (IRF) for transmittal.

NOTE

The state must be notified within 15 minutes after a decision is made to issue a PAR.

- Review and develop PARs in accordance with EPI-FAP06, "Classification and PARs."
- IF** PARs are warranted, issue them in accordance with EPI-FAP06-005, "Control Room Protective Action Recommendations."
- Refer To EPI-FAP08, "Evacuation and Assembly," and conduct evacuation.
- Refer To EPI-FAP15-001, "DSEO/ADTS Briefing Sheet," and complete.

Section E: General Emergency Immediate Actions

- IF the emergency event occurs off-hours (6:00pm to 4:00am) or on weekends, direct SDO to voice-record EPI-FAP15-001 information and fax completed form to EOF and TSC.

2. NRC Notification

- Direct the SDO to notify the NRC via the ENS.
- Verify the ST or SDO has contacted the resident inspector.

Section F: Routine and Follow-up Activities

NOTE

The initial stages of any emergency may require CR personnel to perform several required tasks. If necessary, the CR-DSEO has the authority to reassign tasks (other than classification, PARs, and emergency exposure dose extensions) to other available CR individuals.

1. Log all activities and decisions on EPI-FAP15-012, "SERO Log Sheet."
2. IF a release of radioactive material is in progress or is imminent, direct the Chemistry Technician to perform initial on-shift dose assessment.
3. Continuously evaluate or direct the evaluation of the EAL tables and fission product barriers for changes in event status.
4. Ensure the NRC is notified within 60 minutes of any event classification and whenever significant changes in conditions occur during the emergency.
5. Ensure follow-up notifications are routinely provided to the State and local agencies as appropriate.
6. IF the status of the fission product barriers or offsite radiological or meteorological conditions change, perform the following:
 - Evaluate the impact on PARs per EPI-FAP06, "Classification and PARs."
 - Provide changes to PARs to the State, as appropriate (non-delegable).
7. IF necessary, authorize extended emergency exposure limits (dose > 5 Rem is expected) in accordance with EPI-FAP09-001, "Increased Radiation Exposure Authorization," and log any extensions on SERO Log Sheet. (non-delegable)
8. IF suspension of safeguards and §50.54(x) action is invoked, ensure that the NRC is notified of the departure as soon as possible (but within one hour) using the ENS.
9. Direct the RMT #1 to perform control room and plant habitability surveys and sampling.
10. IF necessary, issue KI tablets in accordance with EPI-FAP09-003, "KI Tablet Issue Authorization and Tracking Sheet," and log time of issue on SERO Log Sheet. (non-delegable)
11. Conduct periodic briefings with the control room staff.
12. IF events have been controlled to the point where termination of the emergency can be considered, Refer To EPI-FAP06, "Classification and PARs," for guidance.

Section G: Transfer of Command and Control

NOTE

Activation of the EOF and TSC/OSC should occur within 60 minutes of SERO notification.

The control room may transfer certain response functions (such as team dispatch, notification, etc.) to TSC or EOF individuals before the facilities are declared activated, provided command and control is maintained by the CR-DSEO.

It is preferred that turnover with the ADTS and the on-call DSEO be conducted at the same time but events may occur which require separate turnovers to be completed.

- 1. Conduct turnover with the EOF DSEO and the ADTS.

NOTE

For a Unit 1 event, the Unit 2 CR-DSEO becomes the MCRO.

- 2. Upon formal relief by the DSEO, record turnover date and time in the logbook.
- 3. Conduct a briefing with the EOF DSEO and ADTS using EPI-FAP15-001, "DSEO/ADTS Briefing Sheet."
- 4. Go To EPI-FAP01-002, "Manager of Control Room Operations."

Prepared by: _____
Signature Print Date

Docket Nos. 50-245
50-336
50-423
B18641

Attachment 3

Millstone Nuclear Power Station, Unit Nos. 1, 2 and 3

Emergency Procedures Implementing (EPI) Functional Administrative Procedure (FAP)
MP-26-EPI-FAP04-003, "Manager of Radiological Dose Assessment (MRDA)"
Major Revision 1

Document Action Request

SPG# 020214-101433

Initiated By: Patti Luckey Date 3/20/02 Department: EPD Ext: 5474

Document No.: MP-26-EPI-FAP04-003 Rev. No.: 001 Minor 00

Title: Manager of Radiological Dose Assessment

For New Documents only → QA RI Title

Reason for Request/Action (attach commitments, CRs, ARs, OEs etc)
Biennial Review

Continued

Select one if performing a change (See MP-05-DC-SAP01 sect 2.3 to determine type of change)

Intent Change (Tech IR, SQR Independent, RCD, Env Screen Required)
Other reviews may be required. See MP-05-DC-FAP 01.1 att 3

Edit Corr.:

Non-Intent Change

(Only Tech IR, SQR IR and Env. signature Required)

Editorial Correction Approval

TPC Interim Approval

Plant Mgmt Staff Member - Approval

(1) Plant Mgmt Staff Member Print/Sign/Date

(2) SM/SRO/CFH Print/Sign/Date

Procedure Request/Feedback Disposition

Priority: Perform Now Perform Later

Activity: Revision Minor Revision Cleanup Rev Biennial Review Cancellation Supercedure

TPC OTC Place in VOID

Reviews continued <input type="checkbox"/>	Print	Sign	Date	SQR Qualified			# Comments
				Yes	No	Dept.	
Writer's Guide <input checked="" type="checkbox"/>	M. Maryeski	<i>M. Maryeski</i>	3/20/02	<input type="checkbox"/>	<input checked="" type="checkbox"/>	SPG	
Environmental <input checked="" type="checkbox"/>	Kathleen Burgess	<i>Kathleen Burgess</i>	3/20/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
50.54g <input checked="" type="checkbox"/>	Mark White	<i>Mark White</i>	3/20/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
Licensing Docs <input checked="" type="checkbox"/> RCD	Kathleen Burgess	<i>Kathleen Burgess</i>	3/20/02	<input type="checkbox"/>	<input type="checkbox"/>	EPD	
Tech Independent <input checked="" type="checkbox"/>	Mark White	<i>Mark White</i>	3/20/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	

An NRRL Update Required YES

1. SQR Program Final Review and Approval

Approval Disapproval

Kathleen Burgess 3/26/02
SQR Qualified Independent Reviewer / Date

Patti Luckey
Dept Head / Responsible Individual

3/27/02
Approval Date

2 Final Review and Approval

SORC

RVDH (Ref Mans, GDLS, Handbooks)

DH / RI Sign _____

Meeting No _____

SORC Signature _____

DH / RI Signature _____

Approval Date _____

Effective Date: 3/29/02

Document Action Request Continuation Page

SPG# 020214-101433

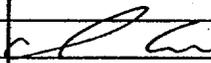
Initiated By: Patti Luckey Date: 3/20/02 Department: EPD Ext.: 5474

Document No.: MP-26-EPI-FAP04-003 Rev. No.: 001 Minor Rev. 00

Title: Manager of Radiological Dose Assessment

Section B

Section F

Reviews continued	Print	Sign	Date	SQR Qualified			✓ If Comments
				Yes	No	Dept.	
Writer's Guide <input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>		
Validation <input checked="" type="checkbox"/>	Dan Casey		3/22/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	✓
<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>		

3/27/02
Approval Date

3/29/02
Effective Date

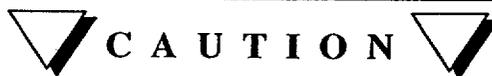
Manager of Radiological Dose Assessment (MRDA)

This form provides guidance to the MRDA for emergency response actions during events that activate the SERO.

Section A: Initial Activation

- 1. Sign in on the EOF Staffing Board and log date and arrival time on the SERO Log Sheet.
- 2. Notify the ADEOF of arrival and obtain event conditions and status update.
- 3. Maintain a log of significant events and communications on the SERO Log Sheet.
- 4. Assume coordination and supervision of the Radiological Dose Assessment Team (RDAT).
- 5. Review RDAT assignments and reassign actions, as necessary.
- 6. Upon DSEO turnover, perform the following:
 - Ensure the AMRDA has relieved the on-shift Chem Tech of dose assessment responsibilities.
 - Notify the ADEOF of dose assessment turnover from the on-shift Chem Tech.
- 7. Ensure the off-site RMTs are assembled, briefed and prepared for dispatch.
 - Coordinate RMT access to locked site areas with the MOS in the TSC, as necessary.
 - IF over water surveys are required, request the MOR provide transportation to the Environmental Laboratory and the boat location.
- 8. IF not constrained, direct the FTDC to dispatch off-site RMTs (specifically to the vicinity of site boundary in the downwind direction) and establish field communications as soon as possible.
- 9. IF a release impacts the EOF, ensure the EOF high radiation ventilation filtration system is activated by the EOF HP Technician.
- 10. Assign an RDAT member to test phones, hotlines, and fax machines.

Section B: Radiological Controls



EPA-400 allows for an unrestricted emergency worker exposure of 5 Rem during a declared event, regardless of 10 CFR 20 occupational exposure previously received.

For ALARA purposes at Millstone, an ALERT or higher declaration automatically increases exposures to 4.5 Rem TEDE less annual exposure to date. If dosimetry records are unavailable for prompt deployment, a 1.5 Rem TEDE limit may be assumed. (4.5 Rem emergency worker limit minus 3 Rem station administration limit on dose from all licensees combined).

- 1. Consult with the MRCA on radiological conditions and on-site personnel protective action decisions.
- 2. Refer To and implement EPI-FAP09, "Radiation Exposure Controls," to:
 - Establish/upgrade off-site RMT exposure limits.
 - Evaluate/issue KI to offsite RMTs.
 - Determine DDE limit reductions.
- 3. Inform the State DEP of assumed DDE limit reductions.

Section C: Meteorological Data



Plant and dose based PARs utilize 15 minute average meteorological data. The EDAN and MP3 OFIS provide 15 minute average data.

The MP2 OFIS provides instantaneous readings which may *not* accurately identify the average of the plume direction. The MP2 OFIS data should only be used if it is trended.

NOTE

Wind direction data are critical to making PARs and accurate dose projections. Data is provided as a 3 digit number between 000°-360° representing the bearing from which the wind is blowing at the applicable release height (000° and 360° are from north; 180° is from south).

If no release is ongoing, the default height is the 142' elevation at MP.

- 1. IF necessary, Refer To EPI-FAP04-010, "Meteorological Assistant," and perform essential steps.
- 2. Maintain meteorological data applicable to the release elevations.

Section D: Dose Projections

NOTE

Time permitting, "What If" and "Worse Case" calculations are encouraged. Results shall be described as "hypothetical" or "bounding" in discussions with the ADEOF and DEP.

1. Immediately notify the ADEOF, DSEO, and MRCA any time off-site radiological or meteorological conditions change significantly or are expected to change.
2. Verify the release pathway and characteristics with the MTSC or the AMTL.
3. Brief the RAE on critical dose assessment inputs (e.g., release direction, core damage status, release filtering, containment spray, etc.)
4. Ensure the following are performed by the assigned staff:
 - a) IF a release is in progress, obtain effluent radiation monitor readings, radiation survey results, and TEDE and CDE thyroid dose calculations at site boundary, 5 mile, and 10 mile using EPI-FAP10, "Dose Assessment."
 - b) "What If" dose projections are developed for known source terms released to the RCS or containment.
 - c) "Worst Case" dose projections are developed for severe accident sequences in cooperation with AMTL or MTSC, as appropriate.
5. Identify maximum off-site airborne doses (both TEDE and CDE thyroid) at the site boundary, 5 miles, and 10 miles downwind.
6. Communicate dose assessment results and basis to the ADEOF, State DEP, and the NRC.
7. Immediately notify the ADEOF when EPA PAG limits exceed or are projected to exceed off-site TEDE ≥ 1 Rem or CDE-thyroid ≥ 5 Rem.
8. IF dose projections indicate EPA PAGs may be exceeded beyond the 10 mile EPZ, perform the following:
 - a) Dispatch RMTs to define boundary beyond 10 mile EPZ.
 - b) Verify projected doses with RMT readings.
 - c) Inform the ADEOF of boundaries and doses to areas beyond 10 mile EPZ that may exceed EPA PAGs.
9. IF a radioactive liquid release via the quarry has occurred, calculate dose to the maximum individual using the REMODCM methods.

Section D: Dose Projections

- 10. IF a radioactive liquid release via the storm drain system has occurred, calculate dose to the maximum individual using the REMODCM methods with the following input values:
 - Flow - 0.22 CFS
 - Dilution factor for fish, invertebrate, and boat pathways - 100
 - Dilution factor for shore and swim pathways - 240
- 11. Update the radiological status boards.

Section E: Routine Activities

- 1. Provide input on radiological emergency classification or PAR changes to the ADEOF.
- 2. Discuss status of actual or potential release scenarios with the ADEOF.
- 3. Direct the EOF HP Technician to monitor habitability and provide radiological coverage for building access, as necessary.
- 4. After an initial PAR has been issued, notify the ADEOF of actual meteorological or radiological conditions that require an updated PAR to be issued.
- 5. Determine personnel resources and establish individual work priorities. (e.g., off-site dose assessment strategy).
- 6. IF an effluent sample is required, Refer To EPI-FAP11, "Core Damage Assessment."
- 7. IF an environmental sample is required, Refer To the appropriate RPM procedure as follows:
 - RPM 2.9.5, "Milk Sampling"
 - RPM 2.9.6, "BIOTA Sampling"
 - RPM 2.9.8, "Soil Sampling"
 - RPM 2.9.9, "Terrestrial Water Sampling"
- 8. Assign, brief, and dispatch RMTs to obtain environmental sample.
- 9. Monitor changes in the radiological release pathways via OFIS, TIC, or AMT.
- 10. Provide input to NRC questions on radiological information via the HPN, as necessary.

Section E: Routine Activities

- 11. Consult with the State DEP representative on the following:
 - Dose assessments and field team coordination
 - RMT data
 - Meteorological data

- 12. Immediately notify the ADEOF, and MRCA when off-site radiological conditions have changed significantly or are expected to change.

- 13. Consult with the MTSC or AMTL regarding radiological data that may affect the following:
 - Plant recovery plans that may effect radiological conditions
 - Accident sequence
 - Radiation release paths
 - Core uncover time
 - Performance information regarding radioactivity mitigating systems
 - Compared results of radiologically based core damage estimates with results obtained using thermal hydraulic methods.

- 14. Provide a routine briefing to the RDAT on radiological status.

- 15. Maintain radiological status boards in EOC, as necessary.

- 16. Request additional personnel from the MOR, as necessary.

- 17. Process requests for PASS samples when warranted or requested by the ADTS.

- 18. Direct the RAE to calculate core damage estimates when data becomes available, as needed.

Section F: Environmental Sampling

Sample Location and Schedule

- 1. Refer To Table 1 "Sample Location References" and the following to determine which areas to begin searching for contamination:
 - For Stack ReleasesObtain data from the 374' met data
 - For Rooftop ReleasesObtain data from the 142' met data
 - For Ground ReleasesObtain data from the 33' met data
 - **DAYTIME - Wind Speed Less than 4 mph (2m/sec)**
Survey in downwind sector and 3 sectors to each side
 - **DAYTIME - Wind Speed Greater than 4 mph (2m/sec)**
Survey in downwind sector and 1 sector on each side
 - **NIGHTTIME - Wind Speed Less than 2 mph (1m/sec)**
Survey in downwind sector and 2 sectors on each side
 - **NIGHTTIME - Wind Speed Greater than 2 mph (1m/sec)**
Survey in downwind sector and 1 sector on each side
- 2. Coordinate sampling locations, schedule and strategies through State DEP.
- 3. Periodically, provide environmental sampling teams with the following:
 - Wind Direction
 - Plant Status
 - Sample Collection directions (including TLD)

Analytic Requirements

- 1. Determine the needed analytic requirements for the requested samples types:
 - HPGe or NaI
 - Iodine chemistry
 - Strontium chemistry
 - Tritium
- 2. Determine the required Minimum Detectable Levels (MDLs).

Laboratory Selection

- 1. Send samples to primary contractor for analysis.
- 2. Obtain assistance from additional contractor, as necessary.

Table 1: Sample Location References

SAMPLE TYPE	LOCATIONS	MAPS
TLDs	Emergency TLD locations and their backgrounds as identified in the Environmental Operating Report	Millstone REMODCM
Air Particulates & Iodine	Environmental Operating Report	Millstone REMODCM
Aquatic, Ground Cover (Broad Leaf Vegetation, Grass, Snow, etc.)	As taken by the Environmental Sampling Team in the Environmental Operating Report	Millstone Power Station Field Monitoring Map Books
Milk (or Pasture Grass)	Dairy cow and goat census in Annual Environmental Operating Report.	Millstone REMODCM
Vegetables, Fruits and Water	Environmental Operating Report	Millstone REMODCM

Docket Nos. 50-245
50-336
50-423
B18641

Attachment 4

Millstone Nuclear Power Station, Unit Nos. 1, 2 and 3

Emergency Procedures Implementing (EPI) Functional Administrative Procedure (FAP)
MP-26-EPI-FAP04-004, "Assistant Manager, Radiological Dose Assessment (AMRDA)"
Major Revision 1

2/13/02
Approval Date

2/14/02
Effective Date

Document Action Request

SPG# 020214-101433

Initiated By: Patti Luckey Date 3/20/02 Department: EPD Ext: 5474

Document No.: MP-26-EPI-FAP04-004 Rev. No.: 001 Minor 00

Title: Assistant Manager, Radiological Dose Assessment

For New Documents only → QA RI Title

Reason for Request/Action (attach commitments, CRs, ARs, OEs etc)

Biennial Review

Continued

Select one if performing a change (See MP-05-DC-SAP01 sect 2.3 to determine type of change)

Intent Change (Tech IR, SQR Independent, RCD, Env Screen Required)
Other reviews may be required. See MP-05-DC-FAP 01.1 att 3

Edit Corr.:

Non-Intent Change
(Only Tech IR, SQR IR and Env. signature Required)

Editorial Correction Approval

Plant Mgmt Staff Member - Approval

TPC Interim Approval

(1) Plant Mgmt Staff Member Print/Sign/Date

(2) SM/SRO/CFH Print/Sign/Date

Procedure Request/Feedback Disposition

Priority: Perform Now Perform Later

Activity: Revision Minor Revision Cleanup Rev Biennial Review Cancellation Supercedure

TPC OTC Place in VOID

Reviews continued <input type="checkbox"/>	Print	Sign	Date	SQR Qualified			✓ If Comments
				Yes	No	Dept.	
Writer's Guide <input checked="" type="checkbox"/>	M. Maryeski	<i>M. Maryeski</i>	3/20/02	<input type="checkbox"/>	<input checked="" type="checkbox"/>	SPG	
Environmental <input checked="" type="checkbox"/>	Kathleen Burgess	<i>Kathleen Burgess</i>	3/20/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
50.549 <input checked="" type="checkbox"/>	Mark White	<i>Mark White</i>	3/20/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
Licensing Basis <input checked="" type="checkbox"/>	Kathleen Burgess	<i>Kathleen Burgess</i>	3/20/02	<input type="checkbox"/>	<input type="checkbox"/>	EPD	
Tech Independent <input checked="" type="checkbox"/>	Mark White	<i>Mark White</i>	3/20/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	

An NRRL Update Required YES

1. SQR Program Final Review and Approval

Approval Disapproval

Kathleen Burgess 3/26/02
SQR Qualified Independent Reviewer / Date

Patti Luckey
Dept Head / Responsible Individual

3/27/02
Approval Date

2 Final Review and Approval

SORC

R/DH (Ref Mans, GDLs, Handbooks)

DH / RI Sign
Meeting No _____

SORC Signature

DH / RI Signature

Approval Date

Effective Date: 3/29/02

Document Action Request Continuation Page

SPG# 020214-101433

Initiated By: Patti Luckey Date: 3/20/02 Department: EPD Ext.: 5474

Document No.: MP-26-EPI-FAP04-004 Rev. No.: 001 Minor Rev. 00

Title: Assistant Manager Radiological Dose Assessment

Section B

Section F

Reviews continued	Print	Sign	Date	SQR Qualified			✓ If Comments
				Yes	No	Dept.	
Writer's Guide <input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>		
Validation <input checked="" type="checkbox"/>	<i>Dan Casey</i>		<i>3/9/02</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>EPD</i>	
<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>		

3/27/02

Approval Date

3/27/02

Effective Date

Assistant Manager, Radiological Dose Assessment (AMRDA)

This form provides guidance to the AMRDA for emergency response actions during an event that activates the SERO.

Section A: EOF Activation - AMRDA #1 (Met, Status Boards, Assist FTDC)

- 1. Sign in on the EOF Staffing Board and log date and arrival time on the SERO Log Sheet.
- 2. Notify the MRDA of arrival and obtain information on the event conditions and a status update.
- 3. Maintain a log of significant events and communications on the SERO Log Sheet.
- 4. Notify Met Assistant of appropriate release height (default is 142').
- 5. Obtain meteorological data until relieved by the Met Assistant.
- 6. Report status of functional readiness to the MRDA.

Section B: Routine Activities

- 1. WHEN release elevation has changed, notify the Met Assistant and the Shift Tech.
- 2. Discuss and prioritize activities with the MRDA.
- 3. Assist the MRDA and the FTDC in the periodic review of RMT strategies.
- 4. Periodically update the FTDC and ensure the FTDC updates the RMTs.
- 5. Obtain updates on release status from the MTSC or AMTL as directed by the MRDA.
- 6. Develop RMT plume tracking strategy (consider plume touchdown).
- 7. Develop environmental sampling strategy.
- 8. Maintain the offsite radiological board in the EOC.

Prepared by: _____

Signature

Print

Date

Section C: EOF Activation - AMRDA #2 (OFIS, HPN, Assist RAE)

- 1. Sign in on the EOF Staffing Board and log date and arrival time on the SERO Log Sheet.
- 2. Notify the MRDA of arrival and obtain information on the event conditions and a status update.
- 3. Maintain a log of significant events and communications on the SERO Log Sheet.
- 4. IF appropriate, perform turnover of off-site dose calculations from on-shift Chemistry Technician, as follows:
 - Obtain operability status of Met tower.
 - Obtain off-site dose calculation from the on-shift Chemistry Technician.
 - Request the on-shift Chemistry Technician to notify MCRO of relief.
 - Notify the MRDA of turnover.
- 5. Initiate monitoring of OFIS for radiological assessment inputs.
- 6. Report status of functional readiness to the MRDA.

Section D: Routine Activities

- 1. Discuss and prioritize activities with the MRDA.
- 2. Obtain updates on release status from the MTSC or AMTL as directed by the MRDA.
- 3. Monitor OFIS for radiological assessment inputs.
- 4. Perform NRC/HPN communications, as directed by MRDA.
- 5. Establish contact with the NRC using the HPN network telephone, as needed.

Section D: Routine Activities

- 6. Provide the NRC with radiological information and respond to questions as follows:
 - Refer To Section E, "Health Physics Network (HPN) Information," to collect information for the NRC.
 - Record the time and nature of any requests for additional information (i.e., specific plant rad levels, Offsite monitoring results, etc.).
 - Obtain the most recent information from the appropriate source (MRDA, Field Team Coordinator, ADEOF, etc.).
 - Before transmitting information to the NRC, obtain MRDA or AMRDA approval.

- 7. Maintain a log of all items transmitted.

Prepared by: _____

Signature

Print

Date

Section E: Health Physics Network (HPN) Information

Date/Time: _____

Check Box(es) for Information Provided

Millstone PARs

State of CT Protective Action Decisions

SUBZONES (CIRCLE): A B C D E F

Event Specific Information (list as requested)

On-Site Dose Projections

Projected TEDE Dose (Rem) _____

Projected CDE Thyroid (Rem) _____

Personnel Contamination (dpm) _____

Off-site Dose Projections

Projected TEDE Dose (Rem) _____
(boundary) (5 mile downwind) (10 mile downwind)

Projected CDE Thyroid (Rem) _____
(boundary) (5 mile downwind) (10 mile downwind)

On-Site Survey Results

Dose Rate (mR/hr) _____

Air Activity ($\mu\text{Ci/cc}$) _____

Contamination (dpm/100 sq cm) _____

Height of Release: Ground Rooftop Elevated

Section E: Health Physics Network (HPN) Information

Off-Site Surveys Results

Distance and Direction from Plant (mi) (i.e. 2.5 miles, Northeast) _____

Dose Rates (mR/hr) _____

Air Activity ($\mu\text{Ci/cc}$) _____

Contamination (dpm/100 sq cm) _____

Meteorological Conditions

As of : _____

Wind Speed (mph) _____ Elevation (ft) _____

Wind Dir: from _____ into _____ (list in degrees)

Stability Class: A B C D E F G

Precipitation: _____

Forecast Information: _____

Other

MRDA Approval _____

Data Transmitted to NRC _____
Date/Time Initials

Docket Nos. 50-245
50-336
50-423
B18641

Attachment 5

Millstone Nuclear Power Station, Unit Nos. 1, 2 and 3

Emergency Procedures Implementing (EPI) Functional Administrative Procedure (FAP)
MP-26-EPI-FAP04-005, "Radiological Assessment Engineer (RAE)"
Major Revision 1

2/13/02
Approval Date

2/14/02
Effective Date

Document Action Request

SPG# 020214-101733
020214-101433

Initiated By: Patti Luckey Date 3/12/02 Department: EPD Ext.: 5474

Document No.: MP-26-EPI-FAP04-005 Rev. No.: 000 001 ^{KB} 3/13 Minor 01 00

Title: Radiological Assessment Engineer

For New Documents only → QA RI Title

Reason for Request/Action (attach commitments, CRs, ARs, OEs etc)
Biennial Review AR #01000841

Continued

Select one if performing a change (See MP-05-DC-SAP01 sect 2.3 to determine type of change)

Intent Change (Tech IR, SQR Independent, RCD, Env Screen Required)
Other reviews may be required. See MP-05-DC-FAP 01.1 att 3

Edit Corr.:

Non-Intent Change
(Only Tech IR, SQR IR and Env. signature Required)

Editorial Correction Approval

TPC Interim Approval

Plant Mgmt Staff Member - Approval

(1) Plant Mgmt Staff Member Print/Sign/Date

(2) SM/SRO/CFH Print/Sign/Date

Procedure Request/Feedback Disposition

Priority: Perform Now Perform Later

Activity: Revision Minor Revision Cleanup Rev Biennial Review Cancellation Supercedure

TPC OTC Place in VOID

Reviews continued <input type="checkbox"/>	Print	Sign	Date	SQR Qualified			✓ If Comments
				Yes	No	Dept.	
<u>SB.54(g)</u> <input checked="" type="checkbox"/>	<u>Mark White</u>	<u>[Signature]</u>	<u>3/21/02</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>EPD</u>	
<u>Writers</u> <input checked="" type="checkbox"/>	<u>M Maryeski</u>	<u>M Maryeski</u>	<u>3/19/02</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u>SFS</u>	
<u>RCD</u> <input checked="" type="checkbox"/>	<u>Kathleen Burgess</u>	<u>Kathleen Burgess</u>	<u>3/20/02</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>EPD</u>	
<u>Looping Basis Environmental</u> <input checked="" type="checkbox"/>	<u>MARK WHITE</u>	<u>[Signature]</u>	<u>3/21/02</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>EPD</u>	
<u>Tech Independent</u> <input checked="" type="checkbox"/>	<u>Mark White</u>	<u>[Signature]</u>	<u>3/21/02</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>EPD</u>	

An NRRL Update Required YES

1. SQR Program Final Review and Approval

Approval Disapproval

Kathleen Burgess 3/26/02
SQR Qualified Independent Reviewer / Date

Patti Luckey
Dept Head / Responsible Individual

3/27/02
Approval Date

2 Final Review and Approval

SORC

RVDH (Ref Mans, GDLs, Handbooks)

DH / RI Sign

Meeting No

SORC Signature

DH / RI Signature

Approval Date

Effective Date: 3/29/02

Document Action Request Continuation Page

SPG# 020214-101433

Initiated By: Patti Luckey Date: 3/20/02 Department: EPD Ext.: 5474

Document No.: MP-26-EPI-FAP04-005 Rev. No.: 001 Minor Rev. 00

Title: Radiological Assessment Engineer

Section B

Section F

Reviews continued	Print	Sign	Date	SQR Qualified			✓ if Comments
				Yes	No	Dept.	
Writer's Guide <input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>		
Validation <input checked="" type="checkbox"/>	<i>Don Casey</i>	<i>[Signature]</i>	<i>3/20/02</i>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<i>EPD</i>	
<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>		

3/27/02
Approval Date

3/29/02
Effective Date

Radiological Assessment Engineer (RAE)

This form provides guidance to the RAE for emergency response actions during an event that activates the SERO.

Section A: EOF Activation

- 1. Sign in on the EOF Staffing Board and log date and arrival time on the SERO Log Sheet.
- 2. Notify the MRDA of arrival and obtain information on the event conditions and a status update.
- 3. Verify functional readiness of hardware (i.e., computer, printer) and software used to determine offsite doses.
- 4. Consult AMRDA #2 concerning parameters of interest for tracking (usually second RAE).
- 5. Report status of functional readiness to the MRDA.
- 6. Establish communications with DEP.

Section B: Routine Activities

- 1. IF AMRDA is unable to assist, Refer To EPI-FAP15-006, "OFIS Instructions," and access OFIS to track accident and effluent radiation monitor readings.
- 2. Refer To EPI-FAP10, "Dose Assessment," and calculate projected off-site doses.
- 3. Refer To EPI-FAP11, "Core Damage Assessment," and prepare core damage estimates, as directed by the MRDA.
- 4. Provide results of the following to the MRDA:
 - dose assessment reports per EPI-FAP10.
 - Core damage estimates reports per EPI-FAP11.
- 5. Periodically update the DEP on dose projections and field data (usually second RAE).
- 6. Maintain a log of significant events and communications on the SERO log sheet.

Section B: Routine Activities

7. Periodically compare field team measurements to dose projections and adjust the source term if a clear trend is evident.

Prepared by: _____
Signature Print Date

Docket Nos. 50-245
50-336
50-423
B18641

Attachment 6

Millstone Nuclear Power Station, Unit Nos. 1, 2 and 3

Emergency Procedures Implementing (EPI) Functional Administrative Procedure (FAP)
MP-26-EPI-FAP04-006, "Field Team Data Coordinator (FTDC)"
Major Revision 1

2/13/02
Approval Date

2/14/02
Effective Date

Document Action Request

SPG# 020214-101433

Initiated By: Patti Luckey Date 3/20/02 Department: EPD Ext.: 5474

Document No.: MP-26-EPI-FAP04-006 Rev. No.: 001 Minor 00

Title: Field Team Data Coordinator (FTDC)

For New Documents only → QA RI Title

Reason for Request/Action (attach commitments, CRs, ARs, OEs etc)

Biennial Review

Continued

Select one if performing a change (See MP-05-DC-SAP01 sect 2.3 to determine type of change)

Intent Change (Tech IR, SQR Independent, RCD, Env Screen Required)
Other reviews may be required. See MP-05-DC-FAP 01.1 att 3

Edit Corr.:

Non-Intent Change
(Only Tech IR, SQR IR and Env. signature Required)

Editorial Correction Approval

TPC Interim Approval

Plant Mgmt Staff Member - Approval

(1) Plant Mgmt Staff Member Print/Sign/Date

(2) SM/SRO/CFH Print/Sign/Date

Procedure Request/Feedback Disposition

Priority: Perform Now Perform Later

Activity: Revision Minor Revision Cleanup Rev Biennial Review Cancellation Supercedure
See DC-GOLD1 for guidance

TPC OTC Place in VOID

Reviews continued <input type="checkbox"/>	Print	Sign	Date	SQR Qualified			✓ If Comments
				Yes	No	Dept.	
Writer's Guide <input checked="" type="checkbox"/>	M. Maryeski	<i>M. Maryeski</i>	3/20/02	<input type="checkbox"/>	<input checked="" type="checkbox"/>	SPG	
Environmental <input checked="" type="checkbox"/>	Kathleen Burgess	<i>Kathleen Burgess</i>	3/21/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
50.54g <input checked="" type="checkbox"/>	Mark White	<i>Mark White</i>	3/20/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
Licensing Basis <input checked="" type="checkbox"/> (RCD)	Kathleen Burgess	<i>Kathleen Burgess</i>	3/20/02	<input type="checkbox"/>	<input type="checkbox"/>	EPD	
Tech Independent <input checked="" type="checkbox"/>	Mark White	<i>Mark White</i>	3/20/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	

An NRRL Update Required YES

1. SQR Program Final Review and Approval

Approval Disapproval

Kathleen Burgess 3/26/02
SQR Qualified Independent Reviewer / Date

Patti Luckey 3/27/02
Dept Head / Responsible Individual

3/27/02
Approval Date

2 Final Review and Approval

SORC

RVDH (Ref Mans, GDLs, Handbooks)

DH / RI Sign Meeting No _____

SORC Signature _____

DH / RI Signature _____

Approval Date _____

Effective Date: 3/29/02

Document Action Request Continuation Page

SPG# 020214-101433

Initiated By: Patti Luckey Date: 3/20/02 Department: EPD Ext.: 5474

Document No.: MP-26-EPI-FAP04-006 Rev. No.: 001 Minor Rev. 00

Title: Field Team Data Coordinator (FTDC)

Section B

Section F

Reviews continued	Print	Sign	Date	SQR Qualified			✓ If Comments
				Yes	No	Dept.	
Writer's Guide <input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>		
Validation <input checked="" type="checkbox"/>	Dan Casey		3/20/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>		

3/27/02

Approval Date

3/29/02

Effective Date

Field Team Data Coordinator (FTDC)

This checklist provides guidance to the FTDC for emergency response actions during events that activate the SERO.

Section A: Initial Activation

- 1. Sign in on the EOF Staffing Board and log date and arrival time on the SERO Log Sheet.
- 2. Notify the MRDA of arrival and obtain event conditions and status update.
- 3. Maintain a log of significant events and communications on the SERO Log Sheet.
- 4. Using recommendations of the MRDA, AMRDAs, RAE, or Met Assistant, develop the following, as appropriate:
 - Plume tracking strategy
 - Environmental sampling strategy
- 5. Refer To EPI-FAP15-003, "Radiation Monitoring Point Data Sheet," to record field survey and sampler results.
- 6. Obtain a map of Station Radiation Monitoring Points.
- 7. Select off-site RMT personnel and perform the following:
 - Assemble initial RMT from first available HP Technician and RMT Driver.
 - Request the CBETS Operator review personnel radiation exposure reports for off-site RMT personnel.
 - IF the CBETS report is not available, utilize 1.5 Rem TEDE for the RMT's available exposure.
 - Determine off-site RMT assignments based on off-site RMT available exposure.
 - Refer To Section G, "Radiation Monitoring Team Exposure Tracking Sheet," and record available exposure.
- 8. Direct off-site RMTs to refer to and implement EPI-FAP15-003, "Radiation Monitoring Point Data Sheet."

Section A: Initial Activation

- 9. Prior to dispatch, brief off-site RMTs on the following:
 - Plant conditions (current and projected)
 - Radiological conditions (current and projected)
 - Meteorological conditions (current and projected)
 - Survey locations
 - Low background areas
 - Access routes
 - Exposure limits and turnback values
 - Keeping personnel TEDE ALARA radiation exposures
 - Backup telephone number
 - Stay in radio contact with FTDC every 15 to 30 minutes and use telephones in areas where radio reception is poor.

- 10. Obtain and exchange the cell phone numbers among each of the field teams.

- 11. Obtain approval from MRDA for initial deployment of each off-site RMT.

- 12. Perform the following radio checks with off-site RMTs:
 - ON-OFF switch in the ON position.
 - UHF toggle switch located on the right side of the control panel in the NORM (down) position.
 - Channel 7 or 8 (off-site frequency) selected.
 - Speaker volume adjusted to desired level.
 - Channel is clear.

- 13. Dispatch off-site RMTs to monitoring points.

- 14. If overwater monitoring is required, perform the following:
 - Direct MOR to obtain boat and crew.
 - Verify boat crew has dosimetry and has been briefed on weather and plant conditions.

Section B: Recurring Actions

- 1. Provide guidance on meter usage, as necessary.
- 2. Record radiological data on EPI-FAP15-003, "Radiation Monitoring Point Data Sheet," and the Radiological Survey Data Boards, as appropriate.
- 3. Notify MRDA of significant changes in measured radiation levels or elevated air sample counts.
- 4. Monitor off-site RMT personnel radiation exposure.
- 5. IF any off-site RMT member received 75% of the allowable exposure, notify the MRDA.
- 6. IF dose rate measurement with window open is significantly higher than with window closed, direct off-site RMTs to take air samples.
- 7. Direct off-site RMTs to count iodine and particulate filters in a low background area.
- 8. Transfer information to MRDA or RAE.
- 9. Record off-site RMT radiological survey results on the Radiological Data Status Boards.
- 10. Update off-site RMTs on changes in plant conditions.
- 11. Notify the MRDA of unaccounted team members.
- 12. Refer To Section C, "General Guidance on RMT Survey Strategy," and obtain general guidance on off-site RMT survey strategy.
- 13. Refer To Section G, "Radiation Monitoring Team Exposure Tracking Sheet," and monitor off-site RMT personnel radiation exposure.
- 14. Forward completed copies and forms to the MRDA.
- 15. Report all sample results to MRDA.
- 16. Forward all used samples to MRDA.

Section C: General Guidance on RMT Survey Strategy

- 1. Determine an RMT Survey Strategy from the guidance below:
 - For Stack ReleasesObtain data from the 374' met data
 - For Rooftop ReleasesObtain data from the 142' met data
 - For Ground ReleasesObtain data from the 33' met data
 - **DAYTIME - Wind Speed Less than 4 mph (2m/sec)**
Survey in downwind sector and 3 sectors to each side
 - **DAYTIME - Wind Speed Greater than 4 mph (2m/sec)**
Survey in downwind sector and 1 sector on each side
 - **NIGHTTIME - Wind Speed Less than 2 mph (1m/sec)**
Survey in downwind sector and 2 sectors on each side
 - **NIGHTTIME - Wind Speed Greater than 2 mph (1m/sec)**
Survey in downwind sector and 1 sector on each side

- 2. Consider initial RMT positioning as follows:
 - Consistent with above, first team dispatched near the site boundary.
 - If an over water monitoring team is required, second team dispatched with the boat crew.
 - Consistent with above, remaining teams dispatched in the 1-5 mile range.

Section D: Environmental Sampling - Team Deployment

- 1. Direct Environmental Services or HP personnel obtain required sampling equipment.

- 2. Direct Environmental Services or HP personnel obtain the following as appropriate to the sampling strategy:
 - Soil
 - Vegetables
 - Water
 - Particulate air
 - Goat milk
 - Cow milk

- 3. Assign HP Technician to the sample team, as necessary.

4. Direct sample team to Refer To EPI-FAP15-003, "Radiation Monitoring Point Data Sheet," and record sample location and radiological conditions.

Section E: Relocation Surveys - Off-Site RMT Deployment

1. After radioactive plume had passed, maintain control of off-site RMTs assisting the State DEP.
2. Direct RMTs to obtain a Relocation Sampling Team Kit.
3. Determine additional RMT equipment needs, as recommended by the MRDA depending on the expected scope of the surveys, considering the following:
- Full protective clothing
 - State of Connecticut 50 mile grid map
 - Smears
 - Bags and labels for smears and smear results
 - Plastic bags to hold contaminated waste
4. Direct off-site RMTs obtain the following:
- 100 cm² smear samples on smooth surfaces or fixed structures
 - General area dose rates at each smear location
5. Record all surveys in Section H, "Post Plume Contamination Survey Data."

Section F: Termination Actions

1. WHEN event is terminated, notify all off-site RMTs of event termination.
2. Perform radio net sign-off.
3. Record SERO termination in log book.

Prepared by: _____
Signature Print Date

Section G: Radiation Monitoring Team Exposure Tracking Sheet

Date: _____ Time: _____

	Allowable Whole-Body* Exposure in mR	Time	Time	Time	Time	Time	Time	Exposure to TEDE ratio:
TEAM #		PIC EXPOSURE IN mR						

TEAM #		PIC EXPOSURE IN mR						

TEAM #		PIC EXPOSURE IN mR						

TEAM #		PIC EXPOSURE IN mR						

* Verify with MRDA that allowable whole-body exposure limit will ensure TEDE does not exceed allowable limit.

Docket Nos. 50-245
50-336
50-423
B18641

Attachment 7

Millstone Nuclear Power Station, Unit Nos. 1, 2 and 3

Emergency Procedures Implementing (EPI) Functional Administrative Procedure (FAP)
MP-26-EPI-FAP04-007, "Radiation Monitoring Team #3, #4, #5 (RMT #3, #4, #5)"
Major Revision 1

2/13/02
Approval Date

2/14/02
Effective Date

Document Action Request

SPG# 020214-101433

Initiated By: Patti Luckey Date 3/20/02 Department: EPD Ext.: 5474

Document No.: MP-26-EPI-FAP04-007 Rev. No.: 001 Minor 00

Title: Radiation Monitoring Team #3, #4, #5 (RMT #3, #4, #5)

For New Documents only → QA RI Title

Reason for Request/Action (attach commitments, CRs, ARs, OEs etc)

Biennial Review

Continued

Select one if performing a change (See MP-05-DC-SAP01 sect 2.3 to determine type of change)

Intent Change (Tech IR, SQR Independent, RCD, Env Screen Required)
Other reviews may be required. See MP-05-DC-FAP 01.1 att 3

Edit Corr.:

Non-Intent Change
(Only Tech IR, SQR IR and Env. signature Required)

Editorial Correction Approval

TPC Interim Approval

Plant Mgmt Staff Member - Approval

(1) Plant Mgmt Staff Member Print/Sign/Date

(2) SM/SRO/CFH Print/Sign/Date

Procedure Request/Feedback Disposition

Priority: Perform Now Perform Later

Activity: Revision Minor Revision Cleanup Rev Biennial Review Cancellation Supercedure

See DC-GDL01 for guidance

TPC OTC Place in VOID

Reviews continued <input type="checkbox"/>	Print	Sign	Date	SQR Qualified			/R Comments
				Yes	No	Dept.	
Writer's Guide <input checked="" type="checkbox"/>	M. Maryeski	<i>M. Maryeski</i>	3/2/02	<input type="checkbox"/>	<input checked="" type="checkbox"/>	SPG	
Environmental <input checked="" type="checkbox"/>	Kathleen Burgess	<i>Kathleen Burgess</i>	3/2/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
50.549 <input checked="" type="checkbox"/>	Mark White	<i>for Mark</i>	3/20/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
Licensing Basis <input checked="" type="checkbox"/>	Kathleen Burgess	<i>Kathleen Burgess</i>	3/20/02	<input type="checkbox"/>	<input type="checkbox"/>	EPD	
Tech Independent <input checked="" type="checkbox"/>	Mark White	<i>for Mark</i>	3/20/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	

An NRRL Update Required YES

1. SQR Program Final Review and Approval

Approval Disapproval

Kathleen Burgess 3/26/02
SQR Qualified Independent Reviewer / Date

Patti Luckey
Dept Head / Responsible Individual

3/27/02
Approval Date

2 Final Review and Approval

SORC

R/DH (Ref Mans. GDLs. Handbooks)

DH / RI Sign Meeting No _____

SORC Signature _____

DH / RI Signature _____

Approval Date

Effective Date: 3/29/02

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SPG# 020214-101433

Initiated By: Patti Luckey Date: 3/20/02 Department: EPD Ext.: 5474

Document No.: MP-26-EPI-FAP04-007 Rev. No.: 001 Minor Rev. 00

Title: Radiological Monitoring Team #3, #4, #5 (RMT #3, #4, #5)

Section B

Section F

Reviews continued	Print	Sign	Date	SQR Qualified			✓ If Comments
				Yes	No	Dept.	
Writer's Guide <input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>		
Validation <input checked="" type="checkbox"/>	<u>Dan Casey</u>		<u>3/22/02</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>EPD</u>	<input checked="" type="checkbox"/>
<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>		

3/27/02

Approval Date

3/29/02

Effective Date

Radiation Monitoring Team #3, #4, #5 (RMT#3, #4, #5)

This form provides guidance to the off-site RMTs for emergency response actions during an event that activates the SERO.

NOTE

The team assigned to perform over water monitoring may be directed to use a kit from the Environmental Laboratory, or bring extra materials from the EOF

Section A: Initial Actions/Off-Site RMT Preparation

1. Sign in on the EOF Staffing Board and log date and arrival time on the SERO Log Sheet.
2. Provide name and EID# to the FTDC.
3. Obtain the FTDC phone # in case of radio failure.
4. IF assigned over water monitoring, Refer To Section C for over water radiological surveys.
5. Obtain off-site RMT kit from EOF emergency equipment lockers.
6. Obtain dosimetry.
7. Refer To EPI-FAP15-002, "RMT Instrument, Battery, and Source Check Sheet," and perform battery and functional check in EOF.
8. Replace batteries determined to be weak or inoperable.
9. Replace emergency radiological equipment determined to be inoperable.
10. Prior to dispatch, receive a briefing on the following:
 - Plant, radiological and meteorological conditions (current and projected).
 - Survey locations.
 - Known high background areas.
 - Access routes.
 - Exposure limits and turnback values.
 - Keeping personnel TEDE ALARA radiation exposures.
 - Backup telephone number to contact FTDC.

MP-26-EPI-FAP04-007

Rev. 001

Page 1 of 5

Section A: Initial Actions/Off-Site RMT Preparation

- 11. Contact FTDC by radio approximately every 15-30 minutes and using telephones in areas of poor radio reception.
- 12. Obtain personnel protective equipment from EOF emergency equipment lockers, as applicable.

Section B: Over Land Radiological Surveys

- 1. Obtain keys for emergency vehicle and required equipment from emergency equipment area.

NOTE

Deployment from the EOF must be directly authorized by the MRDA because radiological conditions may have changed. If necessary, vehicle checks may be postponed until authorization for deployment has been given.

- 2. Proceed to emergency vehicle.
- 3. Perform the following vehicle radio checks:
 - Set the vehicle ignition switch to “ON” or “ACCESSORY” position.
 - Set the vehicle two-way radio to Channel 1 or to the channel specified by the FTDC.
 - Conduct an operability check of the two-way radio.
 - IF vehicle two-way or portable plug-in radio is not operational, obtain a spare portable plug-in radio from EOF.
- 4. IF radio fails during deployment, notify the FTDC by phone and request replacement instructions.
- 5. Maintain communications with FTDC approximately every 15 - 30 minutes while deployed.

Section B: Over Land Radiological Surveys

NOTE

The ASP-1 does not accurately respond to beta radiation; therefore open window results should only be used in a qualitative manner.

- 6. WHEN dispatched, proceed to survey locations using directions provided with RMT maps and perform the following:
 - Using an ASP-1/HP-270 or equivalent, monitor radiation levels enroute to designated survey locations.
 - IF dose rate levels exceeds 2X background, notify FTDC.
 - WHEN designated survey locations are reached, perform requested radiological survey.
 - Refer To EPI-FAP15-003, "Radiation Monitoring Point Data Sheet," and document survey results.
- 7. Notify the FTDC of survey results.
- 8. WHEN requested, proceed to a low background area to await further instructions.

Section C: Over Water Radiological Surveys

- 1. Ensure the FTDC has arranged transportation to the Environmental Laboratory and to the boat location.
- 2. Obtain the following, as necessary:
 - Exposure limits
 - Protective clothing
 - Respiratory protection equipment
 - Radio
- 3. Obtain over water RMT kit from Environmental Laboratory.
- 4. Obtain dosimetry.
- 5. Refer To and complete EPI-FAP15-002, "RMT Instrument, Battery, and Source Check Sheet."
- 6. Replace batteries determined to be weak or inoperable.
- 7. Replace emergency radiological equipment determined to be inoperable.
- 8. Obtain other equipment, as necessary, for weather conditions.

Section C: Over Water Radiological Surveys

- 9. Prior to dispatch, receive a briefing on the following:
 - Plant, radiological and meteorological conditions (current and projected)
 - Sampling locations
 - Access routes
 - FTDC telephone number
 - Exposure limits and turnback values
 - Maintaining personnel radiological exposures TEDE ALARA
 - Backup telephone number to contact FTDC
- 10. Contact FTDC by radio approximately every 15-30 minutes and using telephones in areas of poor radio reception.

NOTE

The boat captain is responsible for safe operation of the boat and has the authority to return to port if weather or mechanical conditions become unsafe.

- 10. Coordinate activities with the boat captain.
- 11. Request boat captain perform radio check of over water monitoring Channel 97, as follows, and record results on EPI-FAP15-003, "Radiation Monitoring Point Data Sheet."
 - Turn OFF Volume control half way to the right.
 - Turn SQUELCH (SQ) control counter clockwise as far as possible until a hissing sound is heard from the speaker.
 - Adjust VOLUME control until the hissing sound is easily heard but not annoyingly loud. Turn SQUELCH control slowly clockwise until the hissing noise stops.
- 12. WHEN transmitting a message, perform the following:
 - Press the push-to-talk button on the microphone.
 - Speak directly into the microphone in a clear voice.
 - Release the pushbutton as soon as transmission is complete.
- 13. Perform operability check of self-contained portable air sampler.

Section C: Over Water Radiological Surveys**NOTE**

Battery jacks are inside boat cabin door, under the starboard gunwale.

- 14 Refer To EPI-FAP15-003, "Radiation Monitoring Point Data Sheet," and record air sampler operability check results.
- 15. Using an ASP-1/HP-270 or equivalent, monitor radiation levels enroute to designated survey locations.
- 16. Request boat captain to monitor Channel 97 on shipboard radio.
- 17. IF radio fails, identify alternate communications (i.e., backup radio or cellular telephone).
- 18. Notify FTDC of RMT radio problem.

Section D: Recurring Actions

- 1. Perform over water survey as directed by FTDC.
- 2. Refer To EPI-FAP15-003, "Radiation Monitoring Point Data Sheet," and document survey results.
- 3. Notify FTDC of survey results.
- 4. WHEN requested, proceed to a low background area to await further instructions.

Section E: Termination

- 1. WHEN notified of event termination, perform the following:
 - Notify FTDC of safe return.
 - Complete and sign forms.
 - Forward completed forms to MRDA.

Prepared by: _____

Signature

Print

Date

Docket Nos. 50-245
50-336
50-423
B18641

Attachment 8

Millstone Nuclear Power Station, Unit Nos. 1, 2 and 3

Emergency Procedures Implementing (EPI) Functional Administrative Procedure (FAP)

MP-26-EPI-FAP04-008, "Radiological Communicator - EOF"

Major Revision 1

2/13/02
Approval Date

2/14/02
Effective Date

Document Action Request

SPG# 020214-101433
020214-101433 *ms 3/13*

A Initiated By: Patti Luckey Date 3/12/02 Department: EPD Ext.: 5474

Document No.: MP-26-EPI-FAP04-008 Rev. No.: 000-001 ¹⁸ 3/13 Minor 00

Title: Radiological Communicator-EOF

For New Documents only → QA RI Title

B Reason for Request/Action (attach commitments, CRs, ARs, OEs etc)
Biennial Review AR #01000841

Continued

Select one if performing a change (See MP-05-DC-SAP01 sect 2.3 to determine type of change)

C Intent Change (Tech IR, SQR Independent, RCD, Env Screen Required)
Other reviews may be required. See MP-05-DC-FAP 01.1 att 3

D Edit Corr. Non-Intent Change
(Only Tech IR, SQR IR and Env. signature Required)

E **Editorial Correction Approval** **TPC Interim Approval**

Plant Mgmt Staff Member - Approval

(1) Plant Mgmt Staff Member Print/Sign/Date

(2) SM/SRO/CFH Print/Sign/Date

F Procedure Request/Feedback Disposition

Priority: Perform Now Perform Later

Activity: Revision Minor Revision Cleanup Rev Biennial Review Cancellation Supercedure

See DC-GDL01 for guidance

TPC OTC Place in VOID

Reviews continued <input type="checkbox"/>	Print	Sign	Date	SQR Qualified			If Comments
				Yes	No	Dept.	
Environmental <input checked="" type="checkbox"/>	<u>MARK WHITE</u>	<u>M White</u>	<u>3/20/02</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>EPD</u>	
Writers <input checked="" type="checkbox"/>	<u>M Maryeska</u>	<u>mmaryeska</u>	<u>3/19/02</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<u>SP5</u>	
RCD <input checked="" type="checkbox"/>	<u>Kathleen Burgess</u>	<u>Kathleen Burgess</u>	<u>3/20/02</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>EPD</u>	
Living Basis <u>So. 54g</u> <input checked="" type="checkbox"/>	<u>MARK WHITE</u>	<u>Mark White</u>	<u>3/20/02</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>EPD</u>	
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G An NRRL Update Required YES

H 1. SQR Program Final Review and Approval

Approval Disapproval

Kathleen Burgess 3/26/02
SQR Qualified Independent Reviewer / Date

Patti Luckey
Dept Head / Responsible Individual

3/27/02
Approval Date

2 Final Review and Approval

SORC R/DH (Ref Mans, GDLs, Handbooks)

DH / RI Sign _____
Meeting No _____

SORC Signature _____ DH / RI Signature _____

Approval Date _____

I Effective Date: 3/29/02

Document Action Request Continuation Page

SPG# 020214-101433

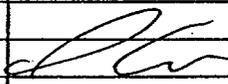
Initiated By: Patti Luckey Date: 3/20/02 Department: EPD Ext.: 5474

Document No.: MP-26-EPI-FAP04-008 Rev. No.: 001 Minor Rev. 00

Title: Radiological Communicator EOF

Section B

Section F

Reviews continued	Print	Sign	Date	SQR Qualified			✓ If Comments
				Yes	No	Dept.	
Writer's Guide <input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>		
Validation <input checked="" type="checkbox"/>	Dan Casey		3/20/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>		

3/27/02

Approval Date

3/29/02

Effective Date

Radiological Communicator - EOF

This form provides guidance to the Radiological Communicator - EOF for emergency response actions during events that activate the SERO.

Section A: Initial Actions

- 1. Sign in on the EOF Staffing Board and log date and arrival time on the SERO Log Sheet.
- 2. Notify MRDA of arrival.
- 3. Maintain a log of significant events and communications on the SERO Log Sheet.
- 4. Establish communications with the MRCA/Rad Comm in the TSC/OSC.
- 5. Establish communications with the CBETS Operator in the OSC Assembly Area.
- 6. Assist the EOF HP Tech in establishing EOF habitability and set-up of monitoring equipment.
- 7. Monitor RMT #2 communications.
- 8. Brief MRDA on onsite radiological conditions.
- 9. Brief the MRCA on offsite radiological and meteorological conditions.

Section E: Recurring Actions

- 1. Monitor onsite rad data, met (wind direction) data, and potential release path information.
- 2. Update Radiological Status Board in EOC as data becomes available.
- 3. Update the MRDA and MRCA on changing conditions.
- 4. Assist the EOF HP Tech with monitoring of facility habitability.

Prepared by: _____

Signature

Print

Date

MP-26-EPI-FAP04-008

Rev. 001

Page 1 of 1

Docket Nos. 50-245
50-336
50-423
B18641

Attachment 9

Millstone Nuclear Power Station, Unit Nos. 1, 2 and 3

Emergency Procedures Implementing (EPI) Functional Administrative Procedure (FAP)

MP-26-EPI-FAP04-009, "EOF HP Technician"

Major Revision 1

2/13/02
Approval Date

2/14/02
Effective Date

Document Action Request

SPG# 020214-101433
020214-101433 *mw/ra*

A

Initiated By: Patti Luckey Date 3/12/02 Department: EPD Ext.: 5474

Document No.: MP-26-EPI-FAP04-009 Rev. No.: 000 001 Minor 01 00

Title: EOF HP Technician

For New Documents only → QA RI Title

B

Reason for Request/Action (attach commitments, CRs, ARs, OEs etc)

Biennial Review AR #01000841

Select one if performing a change (See MP-05-DC-SAP01 sect 2.3 to determine type of change)

mw/ra

Continued

C

Intent Change (Tech IR, SQR Independent, RCD, Env Screen Required)
Other reviews may be required. See MP-05-DC-FAP 01.1 att 3

Edit Corr.:

Non-Intent Change
(Only Tech IR, SQR IR and Env. signature Required)

D

Editorial Correction Approval

TPC Interim Approval

Plant Mgmt Staff Member - Approval

(1) Plant Mgmt Staff Member Print/Sign/Date

(2) SM/SRO/CFH Print/Sign/Date

E

Procedure Request/Feedback Disposition

Priority: Perform Now Perform Later

Activity: Revision Minor Revision Cleanup Rev Biennial Review Cancellation Supercedure
See DC-GDL01 for guidance

TPC OTC Place in VOID

F

Reviews continued <input type="checkbox"/>	Print	Sign	Date	SQR Qualified			✓ If Comments
				Yes	No	Dept.	
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Writers <input checked="" type="checkbox"/>	<i>M. Manjeshi</i>	<i>M. Manjeshi</i>	<i>3/19/02</i>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<i>SFS</i>	
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G

An NRRL Update Required YES

H

1. SQR Program Final Review and Approval

Approval Disapproval

Kathleen Burgess 3/26/02
SQR Qualified Independent Reviewer / Date

Patti Luckey
Dept Head / Responsible Individual

3/23/02
Approval Date

2 Final Review and Approval

SORC

RVDH (Ref Mans, GDLs, Handbooks)

DH / RI Sign
Meeting No _____

SORC Signature _____

DH / RI Signature _____

Approval Date _____

I

Effective Date: *3/29/02*

Document Action Request Continuation Page

SPG# 020214-101433

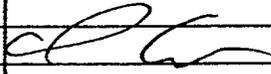
Initiated By: Patti Luckey Date: 3/20/02 Department: EPD Ext.: 5474

Document No.: MP-26-EPI-FAP04-009 Rev. No.: 001 Minor Rev. 00

Title: EOF HP Technician

Section B

Section F

Reviews continued	Print	Sign	Date	SQR Qualified			✓ # Comments
				Yes	No	Dept.	
Writer's Guide <input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>		
Validation <input checked="" type="checkbox"/>	<u>Don Casey</u>		<u>3/21/02</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<u>EP</u>	
<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>		

3/27/02
Approval Date

3/29/02
Effective Date

EOF HP Technician

This form provides guidance to the EOF HP Technician for emergency response actions during an event that activates the SERO.

Section A: Initial Actions

- 1. Sign in on the EOF Staffing Board and log date and arrival time on the SERO Log Sheet.
- 2. Notify the MRDA of arrival and obtain event conditions and status.
- 3. Perform the following as requested by the MRDA:
 - Conduct habitability surveys
 - Activate the High Radiation Filtration System using EPI-FAP15-015, "EOF Air Handling and High Radiation Filtration System."
- 4. Perform decontamination facility setup.
- 5. Conduct performance checks of the following count room equipment (i.e., scalers):
 - Background counts
 - Source check
 - Gamma spectrometer

Section B: Recurring Actions

- 1. IF an offsite release of radioactivity occurs, issue dosimetry to EOF personnel.
- 2. Notify the MRDA of Air Handling and High Radiation Filtration System status.
- 3. Refer To EPI-FAP15-015, "EOF Air Handling and High Radiation Filtration System," and verify parameters.
- 4. IF a sample analysis has been requested, Refer To and implement CP 801/2801/3801 AT "Gamma Spectroscopy Counting System Maintenance and Operations."
- 5. Provide results of any sample analyzed to the MRDA or MRCA, as appropriate.
- 6. IF asked to perform personnel decontamination, Refer To and implement RPM 2.11.1, "Survey and Decontamination of Personnel and Clothing."

- 7. Provide results of any personnel decontamination to the MRDA or MRCA, as appropriate.
- 8. WHEN SERO termination is directed by the DSEO, perform the following:
 - Verify Air Handling and High Radiation Filtration System is in the normal operating mode.
 - Set "NITE OVERRIDE" switch to "NORMAL."

Prepared by: _____

Signature

Print

Date

Docket Nos. 50-245
50-336
50-423
B18641

Attachment 10

Millstone Nuclear Power Station, Unit Nos. 1, 2 and 3

Emergency Procedures Implementing (EPI) Functional Administrative Procedure (FAP)
MP-26-EPI-FAP05, "State Emergency Operations Center (EOC) Activation and
Operation," Major Revision 1

2/13/02
Approval Date

2/14/02
Effective Date

Document Action Request

SPG#
D20117-075143

A Initiated By: Linda DeLuca Date 2/16/02 Department: EPD Ext.: 2097
Document No.: MP-26-EPI-FAP 05 Rev. No.: 001 Minor 00
Title: State EOC Activation and Operation

For New Documents only → QA RI Title

B Reason for Request/Action (attach commitments, CRs, ARs, OEs etc)
AR 01003027-16 AR 01000841-17
AR 00008321-15

Continued

Select one if performing a change (See MP-05-DC-SAP01 sect 2.3 to determine type of change)

C Intent Change (Tech IR, SQR Independent, RCD, Env Screen Required)
Other reviews may be required. See MP-05-DC-FAP 01.1 att 3 Edit Corr.: Non-Intent Change
(Only Tech IR, SQR IR and Env. signature Required)

D Editorial Correction Approval TPC Interim Approval
Plant Mgmt Staff Member - Approval (1) Plant Mgmt Staff Member Print/Sign/Date
(2) SM/SRO/CFH Print/Sign/Date

E Procedure Request/Feedback Disposition
Priority: Perform Now Perform Later

Activity: Revision Minor Revision Cleanup Rev Biennial Review Cancellation Supercedure
See DC-GDL01 for guidance
 TPC OTC Place in VOID

Reviews continued <input type="checkbox"/>	Print	Sign	Date	SQR Qualified			✓ If Comments
				Yes	No	SQR Dept	
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SD.54g <input checked="" type="checkbox"/>	L DeLuca	Linda DeLuca	2/21/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
Environmental <input checked="" type="checkbox"/>	KR Burgess	DEBRA MULLER FOR KR Burgess	2/16/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
Validation <input checked="" type="checkbox"/>	S Mazzola	STEVE MAZZOLA	2/16/02	<input type="checkbox"/>	<input checked="" type="checkbox"/>	EPD	✓
Licensing Basis RCD <input checked="" type="checkbox"/>	KR Burgess	DEBRA MULLER FOR KR Burgess	2/16/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
Tech Independent <input checked="" type="checkbox"/>	KR Burgess	STEVE MAZZOLA FOR KR Burgess	2/16/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	✓

G An NRRL Update Required YES

H 1. SQR Program Final Review and Approval
Approval Disapproval
SQR Qualified Independent Reviewer Date: 3/19/02
Paul D. Lassoli
Dept Head / Responsible Individual
Approval Date
2 Final Review and Approval
 SORC R/DH (Ref Mans, GDLs, Handbooks)
DH / RI Sign Meeting No
SORC Signature DH / RI Signature
Approval Date

I Effective Date: 3/25/02

**Functional
Administrative
Procedure**



**State Emergency Operations Center (EOC)
Activation and Operation**

MP-26-EPI-FAP05

Rev. 001

Approval Date: 3/19/02

Effective Date: 3/25/02



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MP-26-EPI-FAP05-004, "Rumor Control Liaison (RCL)"	
MP-26-EPI-FAP05-005, "Media Center Liaison (MCL)"	
MP-26-EPI-FAP05-006, "Technical Briefer (TB)"	
MP-26-EPI-FAP05-007, "Radiological Briefer (RB)"	
MP-26-EPI-FAP05-008, "State Emergency Planning Liaison (SEPL)"	

1. PURPOSE

1.1 **Objective**

This procedure provides guidance to Station Emergency Response Organization (SERO) personnel who report to the Connecticut State Emergency Operations Center (SEOC) upon declaration of an ALERT/Posture Code Charlie-One or higher event.

1.2 **Applicability**

This procedure applies to Millstone personnel responding to the SEOC upon activation of the Millstone SERO.

1.3 **Supporting Documents**

1.3.1 EPI-FAP04, "Emergency Operations Facility Activation and Operations"

1.3.2 EPI-FAP13, "Press Releases"

1.3.3 EPI-FAP15, "Common Forms"

1.3.4 MP-26-EPA-REF08B, "Millstone Emergency Plan Resource Book"

1.4 **Discussion**

1.4.1 SEOC and Joint Media Center (JMC) Activation

Activation of the Millstone SERO at the SEOC is initiated upon declaration of an Alert or higher event, however, activation of the state EOC is optional upon declaration of an Alert.

At the ALERT or higher classification level:

- All State Emergency Operations Center (SEOC) SERO positions report to the state Armory in Hartford.
- The Executive Spokesperson (ES) is the lead Millstone Station SERO member at the SEOC.
- The Nuclear News Manager (NNM) reports to the ES and directs the overall Millstone public information response. The NNM serves as the official spokesperson until relieved by the ES.

For Unusual Events, the NNM completes and issues a news release to appropriate news media organizations.

1.4.2 News Conferences

News conferences are the responsibility of the State of Connecticut, and are coordinated through the Office of Emergency Management. They will be attended by the ES and/or appropriate members of the Millstone SERO as determined by the ES.

1.4.3 Definitions and abbreviation are contained in Attachment 1. Responsibilities are contained in Attachment 2.

2. INSTRUCTIONS

2.1 Refer To and complete the following forms, as applicable:

NOTE

The steps in the checklists may be performed in any order, or more than once, as necessary.

- EPI-05-001, “Executive Spokesperson (ES)”
- EPI-05-002, “Technical Assistant (TA)”
- EPI-05-003, “Nuclear News Manager (NNM)”
- EPI-05-004, “Rumor Control Liaison (RCL)”
- EPI-05-005, “Media Center Liaison (MCL)”
- EPI-05-006, “Technical Briefer (TB)”
- EPI-05-007, “Radiological Briefer (RB)”
- EPI-05-008, “State Emergency Planning Liaison (SEPL)”

2.2 IF an action is not appropriate under existing conditions or was not necessary for the event, enter N/A when completing documentation for submittal.

3. SUMMARY OF CHANGES

3.1 **Revision 001**

- Updated forms MP-26-EPI FAP05-001 thru 008. Per AR 01003027-16
- Added “Unusual Events” and NNM contacts the CDO to coordinate.
- Deleted the responsibility for NNM to respond to media for non-emergency functions after working hours.
- Added CDO to definitions.
- Added NNM responsibility to serve as Media Center Liaison and Rumor Control Liaison until the positions are staffed.
- Added to ES Initial Actions to communicate to DSEO information regarding SEOC staffing and activation status.
- Added a “SERO State Armory Staffing” form to ES checklist.
- Added “Unusual Event or higher” for NNM response and use of checklist.
- Split NOTE under Initial Actions
- Added additional actions under UNUSUAL EVENT to include obtaining basis information.
- Added step to remove old news releases from past events and drills electronic files.
- Changed “Corporate” to “Dominion Response Organization.”
- Added “via Public affairs web site referenced in MP-26-EPA-REF08B.”
- Added responsibility to fill roles of MCL and/or RCL until the call-out positions are filled.
- Changed FAP 13 title to reflect actual title “News Release”.
- Deleted NOTE to open the Millstone Information Center as an alternate media center.

Revision 000-01

3.2 Updated titles to reflect the current organization.

3.3 Modified MP-26-EPI-FAP05-003, Nuclear News Manager,” as follows:

- Added reference to MP-26-EPA-REF08B, “Millstone Emergency Preparedness Resource Book.”
- Deleted Section C, “Message Guidance for Notifications.”

Attachment 1 Definitions and Abbreviations

(Sheet 1 of 1)

Definitions

Regular Intervals - Every 30 minutes

Represent - To act in place of

Abbreviations

ADEOF - Assistant Director EOF

CDO - Communications Duty Officer

CRDC - Control Room Data Coordinator

DEP - Department of Environmental Protection

DSEO - Director of Station Operations

EAL - Emergency Action Level

EAS - Emergency Alert System

ES - Executive Spokesperson

IRF - Incident Report Form

JMC - Joint Media Center

KI - Potassium Iodide

NCS - Nuclear Communication Services

NNM - Nuclear News Manager

PAR - Protective Action Recommendation

PIO - Public Information Officer

TA - Technical Assistant

TIC - Technical Information Coordinator

OEM - Office of Emergency Management

SEOC - State Emergency Operating Center

Attachment 2 Responsibilities

(Sheet 1 of 2)

The following positions make up the public information emergency organization:

1. Executive Spokesperson (ES)

The Executive Spokesperson reports to the Director of Station Emergency Operations and is responsible for the following:

- Coordinates Millstone Station staff resources at the State EOC and Joint Media Center
- Interacts with the State ERO
- Represents the station and company at briefings with the Governor or designee
- Presents information on plant status at media briefings and news conferences

2. Nuclear News Manager (NNM)

The Nuclear News Manager reports to the ES and is responsible for the following:

- Event notifications
- Serves as Millstone Station spokesperson, prior to the arrival of the Executive Spokesperson
- Media response
- Finalizes and issues news releases
- Prepares Millstone Station officials for news conferences
- Rumor and inquiry control
- Monitors media
- Corporate Nuclear Public Communications
- Coordinates public information activities with the Governor's Press Office and State Public Information Officers
- Serves as Media Center Liaison and Rumor Control Liaison until these positions are staffed.

3. Technical Assistant (TA)

The Technical Assistant reports to the Executive Spokesperson and is responsible for the following:

- Obtains technical information from the site
- Operates OFIS in the SEOC
- Interfaces with the State DEP, as necessary
- Serves as backup to the ES in communications with the DSEO and logkeeping

Attachment 2 Responsibilities

(Sheet 2 of 2)

4. Manager of Public Information (MPI)

The Manager of Public Information reports to the EOF following notification of an Alert or higher classification event and is responsible for developing news releases for DSEO approval for NNM release to media.

5. Media Center Liaison (MCL)

The Media Center Liaison reports to the NNM at the SEOC and coordinates with the State Public Information Officer (PIO) and is responsible for:

- Assists with the operation of the Joint Media Center
- Responds to media inquiries
- Supervises Millstone Station technical and radiological briefing personnel in the JMC

6. Rumor Control Liaison (RCL)

The Rumor Control Liaison reports to the NNM at the SEOC and is responsible for coordinating with the State Public Information Officer to assist with the operations of the Joint Rumor and Inquiry Control Center.

7. Technical Briefer (TB)

The Technical Briefer reports to the Media Center Liaison at the Hartford Armory and is responsible for providing technical plant-specific information to the media between official news conferences.

8. Radiological Briefer (RB)

The Radiological Briefer reports to the Media Center Liaison at the Hartford Armory and is responsible providing radiological information to the media between official news conferences.

9. State Emergency Planning Liaison (SEPL)

The State EP Liaison responds to the SEOC and reports to the ADEOF. The State EP Liaison is responsible for providing a direct interface to the State OEM for technical questions and information.

Docket Nos. 50-245
50-336
50-423
B18641

Attachment 11

Millstone Nuclear Power Station, Unit Nos. 1, 2 and 3

Emergency Procedures Implementing (EPI) Functional Administrative Procedure (FAP)

MP-26-EPI-FAP05-001, "Executive Spokesperson (ES)"

Major Revision 1

2/13/02
Approval Date

2/14/02
Effective Date

Document Action Request

SPG#
D20117-075143

Initiated By: Linda DeLuca Date 2/16/02 Department: EPD Ext.: 2097

Document No.: MP-26-EPI-FAP 05-001 Rev. No.: 001 Minor 00

Title: Executive Spokesperson

For New Documents only → QA RI Title

Reason for Request/Action (attach commitments, CRs, ARs, OEs etc)

AR 01003027-16 AR 01000841-17
AR 00008321-15

Continued

Select one if performing a change (See MP-05-DC-SAP01 sect 2.3 to determine type of change)

Intent Change (Tech IR, SQR Independent, RCD, Env Screen Required)
Other reviews may be required. See MP-05-DC-FAP 01.1 att 3

Edit Corr.:

Non-Intent Change
(Only Tech IR, SQR IR and Env. signature Required)

Editorial Correction Approval

TPC Interim Approval

Plant Mgmt Staff Member - Approval

(1) Plant Mgmt Staff Member Print/Sign/Date

(2) SM/SRO/CFH Print/Sign/Date

Procedure Request/Feedback Disposition

Priority: Perform Now Perform Later

Activity: Revision Minor Revision Cleanup Rev Biennial Review Cancellation Supercedure
See DC-GDL01 for guidance

TPC OTC Place in VOID

Reviews continued <input type="checkbox"/>	Print	Sign	Date	SQR Qualified			✓ If Comments
				Yes	No	Dept.	
Writers Guide <input checked="" type="checkbox"/>	BARBARA OLIVER	Barbara Oliver	2/1/02				
SD.54g <input checked="" type="checkbox"/>	L DeLuca	L DeLuca	2/20/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
Environmental <input checked="" type="checkbox"/>	KR Burgess	Steve Mazzola	2/16/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
Validation <input checked="" type="checkbox"/>	S Mazzola	Steve Mazzola	2/16/02	<input type="checkbox"/>	<input checked="" type="checkbox"/>	EPD	✓
Licensing Basis RCD <input checked="" type="checkbox"/>	KR Burgess	Steve Mazzola	2/16/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
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An NRRL Update Required YES

1. SQR Program Final Review and Approval

Approval Disapproval

Paul A. Blawie 3/19/02
SQR Qualified Independent Reviewer / Date

Dept Head / Responsible Individual

Approval Date

2 Final Review and Approval

SORC

RI/DH (Ref Mans, GDLs, Handbooks)

DH / RI Sign
Meeting No _____

SORC Signature _____

DH / RI Signature _____

Approval Date

Effective Date: 3/25/02

8/22/01
Approval Date

8/23/01
Effective Date

Document Action Request

SPG#
20117-075143

A

Initiated By: Linda DeLuca Date 1/14/02 Department: EPSD Ext.: 2097

Document No.: MP-26-EPI-FAP05 Rev. No.: 001 Minor Rev.: 00

Title: State Emergency Operations Center (EOC) Activation and Operations

B

Reason for Request/Action (attach commitments, CRs, ARs, OEs etc)

AR 01003027-16
FORMS - MP-26-EPI-FAP05-001, 002, 003, 004, 005, 006, 007, 008

Continued

Select one (See MP-05-DC-SAP01 sect 2.3 to determine type of change)

C

Intent Change (SQR Independent, RCD, Env Screen Required)
Other reviews may be required. See MP-05-DC-FAP 01.1 all 3

Edit Corr.:

Non-Intent Change
(Only SQR Independent Review and Env. screen Required)

D

Editorial Correction Approval

Plant Mgmt Staff Member - Approval

TPC Interim Approval

(1) Plant Mgmt Staff Member Print/Sign/Date

(2) SM/SRO/CFH Print/Sign/Date

E

Procedure Request/Feedback Disposition

Priority: Perform Now Perform Later

Activity: Revision Minor Revision Cleanup Rev Biennial Review Cancellation Supersedeure
See DC-GDL01 for guidance

TPC OTC Place in VOID

F

Reviews continued <input type="checkbox"/>	Print	Sign	Date	SQR Qualified			✓ # Comments
				Yes	No	Dept.	
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50.54 g <input checked="" type="checkbox"/>	L. DeLuca	L. DeLuca	2/22/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
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G

An NRRL Update Required YES

H

<p>1. <input checked="" type="checkbox"/> SQR Program Final Review and Approval</p> <p>Approval <input type="checkbox"/> Disapproval <input type="checkbox"/></p> <p><i>superseded by newer rev form</i></p> <p>SQR Qualified Independent Reviewer / Date <u>Paul A. Blasler</u></p> <p>Process Owner / Responsible Individual <u>3/19/02</u></p> <p>Approval Date</p>	<p>2. <input type="checkbox"/> SORC <input type="checkbox"/> R/PO Final Review and Approval</p> <p>_____ Process Owner / Responsible Individual Sign</p> <p>Meeting No.: _____</p> <p>_____ SORC Approval Signature</p> <p>_____ Approval Date</p>
--	--

I

Effective Date: 3/25/02

3/19/02
Approval Date

3/25/02
Effective Date

Executive Spokesperson (ES)

This form provides guidance to the Executive Spokesperson (ES) for emergency response actions during an emergency that activates the SERO.

Section A: Initial Actions

- 1. Establish continuous communications with the DSEO upon arrival at SEOC including status of SEOC activation, SERO armory staffing, and JMC activation. (Utilize State SERO Staffing Sheet.)
- 2. Consult with the NNM to confirm JMC activation at SEOC and status of the latest news and public information releases.
- 3. Ensure the TA is present and in communication with the TIC, and OFIS information is available.

NOTE

The Executive Spokesperson has access to site information from the following sources:

- OFIS (via Technical Assistant)
- TIC (via Technical Assistant)
- NNM
- DSEO via EOF conference calls

- 4. Verify DEP and OEM representatives are aware of all EAL classifications and bases and on major/key status events.
- 5. Obtain information on event and coordinates with the NNM to issue press releases and conduct press briefings.
- 6. Verify adequate staff is present at the SEOC and report status to the DSEO.
- 7. Begin and maintain a log of actions and decisions.
- 8. Conduct an initial briefing to all staff on status and priorities.

Section B: Recurring Actions

1. Verify TA maintains current information on the following:
- Status reports on the plant and safety systems
 - Event classification basis and projections
 - Actions taken at the site (i.e., evacuation, Potassium Iodide usage, etc.)
 - Radioactive releases, imminent, ongoing, or terminated

NOTE

PARs will be communicated directly from the DSEO to the DEP. A PAR must be issued with a GENERAL EMERGENCY declaration.

A classification of GENERAL EMERGENCY shall include a PAR.

2. Obtain bases for event classifications and PARs from the DSEO immediately after the PAR has been communicated.
3. Notify DSEO of State Protective Action Decisions.
4. Attend briefings conducted by the Governor and discusses plant status and prognosis.
5. Consult NNM on latest news and public information releases.
6. Brief staff periodically on status and priorities.
7. Assist DEP and OEM in obtaining any other event information.
8. Direct the TA to maintain logs, if needed.

Prepared by: _____

Signature

Print

Date

Section C: SERO State Armory Staffing

ONCALL POSITIONS:

1st Shift

TIME

Executive Spokesperson _____

Nuclear News Manager _____

SUBJECT TO CALL POSITIONS:

Technical Advisor _____

Rumor Control Liaison _____

Media Center Liaison _____

Technical Briefer _____

Radiological Briefer _____

State EP Liaison _____

Docket Nos. 50-245
50-336
50-423
B18641

Attachment 12

Millstone Nuclear Power Station, Unit Nos. 1, 2 and 3

Emergency Procedures Implementing (EPI) Functional Administrative Procedure (FAP)

MP-26-EPI-FAP05-002, "Technical Assistant (TA)"

Major Revision 1

2/13/02
Approval Date

2/14/02
Effective Date

Document Action Request

SPG#
D20117-075143

A Initiated By: Linda DeLuca Date 2/16/02 Department: EPD Ext.: 2097
Document No.: MP-26-EPI-FAP 05-002 Rev. No.: 001 Minor 00
Title: Technical Assistant (TA)

For New Documents only → QA RI Title

B Reason for Request/Action (attach commitments, CRs, ARs, OEs etc)
AR 01003027-16 AR 01000841-17
AR 00008321-15
Continued

Select one if performing a change (See MP-05-DC-SAP01 sect 2.3 to determine type of change)

C Intent Change (Tech IR, SQR Independent, RCD, Env Screen Required)
Other reviews may be required. See MP-05-DC-FAP 01.1 att 3
 Edit Corr.: Non-Intent Change
(Only Tech IR, SQR IR and Env. signature Required)
D Editorial Correction Approval TPC Interim Approval
Plant Mgmt Staff Member - Approval (1) Plant Mgmt Staff Member Print/Sign/Date
(2) SM/SRO/CFH Print/Sign/Date

E Procedure Request/Feedback Disposition
Priority: Perform Now Perform Later
Activity: Revision Minor Revision Cleanup Rev Biennial Review Cancellation Supercedure
 TPC OTC Place in VOID

F

Reviews continued <input type="checkbox"/>	Print	Sign	Date	SQR Qualified			✓# Comments
				Yes	No	Dept.	
Writers Guide <input checked="" type="checkbox"/>	BARBARA OLIVER	Barbara Oliver	2/16/02				
SD.54g <input checked="" type="checkbox"/>	L DeLuca	L DeLuca	2/26/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
Environmental <input checked="" type="checkbox"/>	KR Burgess	KR Burgess	2/16/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
Validation <input checked="" type="checkbox"/>	S Mazzola	S Mazzola	2/16/02	<input type="checkbox"/>	<input checked="" type="checkbox"/>	EPD	✓
Licensing Basis RCD <input checked="" type="checkbox"/>	KR Burgess	KR Burgess	2/16/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
Tech Independent <input checked="" type="checkbox"/>	KR Burgess	KR Burgess	2/16/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	✓

G An NRRL Update Required YES

H 1. SQR Program Final Review and Approval
Approval Disapproval
SQR Qualified Independent Reviewer / Date
Paul A. Blasioli 3/19/02
Dept Head / Responsible Individual
3/19/02
Approval Date
2 Final Review and Approval
 SORC RI/DH (Ref Mans, GDLs, Handbooks)
DH / RI Sign Meeting No _____
SORC Signature _____ DH / RI Signature _____
Approval Date _____

I Effective Date: 3/25/02

3/19/02
Approval Date

3/25/02
Effective Date

Technical Assistant (TA)

This form provides guidance to the Technical Assistant (TA) for emergency response actions during an emergency that activates the SERO.

Section A: Initial Actions

- 1. Upon arrival at the SEOC, notify Executive Spokesperson.
- 2. Verify availability of OFIS and Refer To EPI-FAP15-006, "OFIS Instructions," and log onto OFIS.
- 3. As deemed necessary, access and monitor the OPs Net using the posted job aid instructions.
- 4. Refer to MP-26-EPA-REF08B, "Millstone Emergency Plan Resource Book," as necessary, and obtain additional information by phone from the TIC at the EOF.

Section B: Recurring Actions

- 1. Provide plant status and parameters obtained from OFIS, the TIC, or CRDC, at regular (30 minute) intervals to the ES.
- 2. Provide projections of event classifications and basis.
- 3. Provide actions taken at the site, such as Protective Action Decisions (PADs) (i.e., evacuation, KI usage).
- 4. Provide information on radioactive releases imminent, ongoing, or terminated.
- 5. IF plant conditions change, Refer To EPI-FAP15-001, "DSEO/ADTS Briefing Sheet,"
- 6. Maintain Executive Spokesperson logbook, as directed.
- 7. Monitor OFIS data points, as requested and maintain on Section C, "Specific Parameter Monitoring."

Prepared by:

Signature

Print

Date

Docket Nos. 50-245
50-336
50-423
B18641

Attachment 13

Millstone Nuclear Power Station, Unit Nos. 1, 2 and 3

Emergency Procedures Implementing (EPI) Functional Administrative Procedure (FAP)
MP-26-EPI-FAP05-003, "Nuclear News Manager (NNM)"
Major Revision 1

2/13/02
Approval Date

2/14/02
Effective Date

Document Action Request

SPG#
D20117-075143

A Initiated By: Linda DeLuca Date 2/16/02 Department: EPD Ext.: 2097

Document No.: MP-26-EPI-FAP 05-003 Rev. No.: 001 Minor 00

Title: Nuclear News Manager

For New Documents only → QA RI Title

B Reason for Request/Action (attach commitments, CRs, ARs, OEs etc)

AR 01003027-16 AR 01000841-17
AR 00008321-15

Continued

Select one if performing a change (See MP-05-DC-SAP01 sect 2.3 to determine type of change)

C Intent Change (Tech IR, SQR Independent, RCD, Env Screen Required)
Other reviews may be required. See MP-05-DC-FAP 01.1 att 3 Edit Corr.: Non-Intent Change
(Only Tech IR, SQR IR and Env. signature Required)

D Editorial Correction Approval

TPC Interim Approval

Plant Mgmt Staff Member - Approval

(1) Plant Mgmt Staff Member Print/Sign/Date

(2) SM/SRO/CFH Print/Sign/Date

E Procedure Request/Feedback Disposition

Priority: Perform Now Perform Later

Activity: Revision Minor Revision Cleanup Rev Biennial Review Cancellation Supercedure
See DC-GDL01 for guidance

TPC OTC Place in VOID

Reviews continued <input type="checkbox"/>	Print	Sign	Date	SQR Qualified			if Comments
				Yes	No	Dept.	
Writers Guide <input checked="" type="checkbox"/>	BARBARA OLIVER	Barbara Oliver	2/16/02				
SD.54g <input checked="" type="checkbox"/>	L DeLuca	Linda DeLuca	2/21/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
Environmental <input checked="" type="checkbox"/>	KR Burgess	KR Burgess	2/16/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
Validation <input checked="" type="checkbox"/>	S Mazzola	S Mazzola	2/16/02	<input type="checkbox"/>	<input checked="" type="checkbox"/>	EPD	<input checked="" type="checkbox"/>
Licensing Basis RCD <input checked="" type="checkbox"/>	KR Burgess	KR Burgess	2/16/02	<input checked="" type="checkbox"/>		EPD	
Tech Independent <input checked="" type="checkbox"/>	KR Burgess	KR Burgess	2/16/02	<input checked="" type="checkbox"/>		EPD	<input checked="" type="checkbox"/>

G An NRRL Update Required YES

H 1. SQR Program Final Review and Approval

Approval Disapproval

SQR Qualified Independent Reviewer (Date)

Dept Head / Responsible Individual

Approval Date

2 Final Review and Approval

SORC

RI/DH (Ref/Mans, GDLs, Handbooks)

DH / RI Sign

Meeting No

SORC Signature

DH / RI Signature

Approval Date

I Effective Date: 3/25/02

3/19/02
Approval Date

3/25/02
Effective Date

Nuclear News Manager (NNM)

This form provides guidance to the Nuclear News Manager (NNM) for emergency response actions during an Unusual Event or higher.

Section A: Initial Actions

NOTE

Media notifications for UNUSUAL EVENTS, Delta-One events that occur between the hours of 10:00 p.m. and 7:00 a.m. may be made the following morning. If a news release is being issued off-hours, it may be necessary for the NNM to proceed to the station to fax completed news releases.

1. IF there is an UNUSUAL EVENT perform the following actions:
- Contact the Station Duty Officer in the affected unit Control Room for information. Obtain basic information, including contact names and numbers.
 - Notify the Nuclear Communications Duty Officer of the event.
 - Complete and issue a news release to the following news media via FAX: (Reference MP-26-EPA-REF08B section 3.20 for fax numbers.)
 - New London Day
 - Hartford Courant
 - Norwich Bulletin
 - Associated Press.

NOTE

Before the Executive Spokesperson arrives at the SEOC, the NNM represents Millstone during Governor's briefings and news conferences.

2. Upon arrival at the SEOC for events at an ALERT or higher, notify the ES and State Officials of NNM presence in State EOC.

NOTE

A spare key to the Millstone Public Information locker in the State EOC is located at the NNM desk.

3. Verify dedicated phone lines to the EOF MPI are operational.

Section A: Initial Actions

- 4. Coordinate activation of the Joint Media Center and Rumor and Inquiry Control Center with the Governor's Press Secretary, or designee.
- 5. Establish electronic mail (e-mail) contact with the Manager of Public Information (MPI) (DNCMPI@dom.com) at the EOF.
 - Remove old news releases from past events/drills.
- 6. Refer To MP-26-EPA-REF08B, "Millstone Emergency Plan Resource Book," (6.3 Dominion Corporate Response Organization) and perform the following:
 - Contact the Corporate Nuclear Public Information
 - Establish connection with corporate electronic mail via Public Affairs Website.
- 7. Maintain a log of significant events and communications.
- 8. Perform role of Media Center Liaison and/or Rumor Control Liaison until these positions are filled.

Section B: Recurring Actions

- 1. Coordinate the following with the MPI.
 - Prepare news releases using EPI-FAP13, "News Releases," based on information received from the MPI, and ES briefings.
 - Review approved news release with the ES.
 - Coordinate the issuance of news releases with both the ES and the Governor's public information staff.
 - Distribute news release using the preprogrammed fax machine as follows:
 - ⇒ Dominion Public Affairs
 - ⇒ Local Media
 - ⇒ CT State Media
 - ⇒ Government
 - ⇒ Local & Government
 - ⇒ All Lists
 - Use EPI-FAP13, "News Releases," to handle rumors received at the Joint Rumor and Inquiry Control Center.
 - If the Joint Media Center has not been activated, Refer To MP-26-EPA-REF08B (section 4.9.3) and provide the Associated Press (AP) with a phone number to assist the news media in contacting the NNM for verification of current information.
- 2. Supervise Millstone operations at the JMC and Rumor and Inquiry Control Area, as necessary.
- 3. Coordinate with the State Media Center Supervisor to obtain media (radio and TV) reports and immediately correct mis-information, as soon as practical.
- 4. Fax approved/distributed State news release and EAS messages to the MPI at the EOF.

Prepared by: _____

Signature

Print

Date

Docket Nos. 50-245
50-336
50-423
B18641

Attachment 14

Millstone Nuclear Power Station, Unit Nos. 1, 2 and 3

Emergency Procedures Implementing (EPI) Functional Administrative Procedure (FAP)
MP-26-EPI-FAP05-004, "Rumor Control Liaison (RCL)"
Major Revision 1

2/13/02
Approval Date

2/14/02
Effective Date

Document Action Request

SPG#
D20117-075143

Initiated By: Linda DeLuca Date 2/16/02 Department: EPD Ext.: 2097

Document No.: MP-26-EPI-FAP 05-004 Rev. No.: 001 Minor 00

Title: Rumor Control Liaison

For New Documents only → QA RI Title

Reason for Request/Action (attach commitments, CRs, ARs, OEs etc)

AR 01003027-16 AR 01000841-17
AR 00008321-15

Continued

Select one if performing a change (See MP-05-DC-SAP01 sect 2.3 to determine type of change)

Intent Change (Tech IR, SQR Independent, RCD, Env Screen Required)
Other reviews may be required. See MP-05-DC-FAP 01.1 all 3 Edit Corr.: Non-Intent Change
(Only Tech IR, SQR IR and Env. signature Required)

Editorial Correction Approval

TPC Interim Approval

Plant Mgmt Staff Member - Approval

(1) Plant Mgmt Staff Member Print/Sign/Date

(2) SM/SRO/CFH Print/Sign/Date

Procedure Request/Feedback Disposition

Priority: Perform Now Perform Later

Activity: Revision Minor Revision Cleanup Rev Biennial Review Cancellation Supercedure
See DC-GDL01 for guidance

TPC OTC Place in VOID

Reviews continued <input type="checkbox"/>	Print	Sign	Date	SQR Qualified			✔ If Comments
				Yes	No	Dept.	
Writers Guide <input checked="" type="checkbox"/>	BARBARA OLIVER	Barbara Oliver	2/16/02				
SD.54g <input checked="" type="checkbox"/>	L DeLuca	L DeLuca	2/26/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
Environmental <input checked="" type="checkbox"/>	KR Burgess	KR Burgess	2/16/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
Validation <input checked="" type="checkbox"/>	S MAZZOLA	Steve Mazzola	2/16/02	<input type="checkbox"/>	<input checked="" type="checkbox"/>	EPD	✓
Licensing Basis RCD <input checked="" type="checkbox"/>	KR Burgess	KR Burgess	2/16/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
Tech Independent <input checked="" type="checkbox"/>	KR Burgess	KR Burgess	2/16/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	✓

An NRRL Update Required YES

1. SQR Program Final Review and Approval

Approval Disapproval

SQR Qualified Independent Reviewer/Date

Dept Head / Responsible Individual

Approval Date

2 Final Review and Approval

SORC

R/DH (Ref Mans, GDLs, Handbooks)

DH / RI Sign

Meeting No

SORC Signature

DH / RI Signature

Approval Date

Effective Date: 3/25/02

3/19/02
Approval Date

3/25/02
Effective Date

Rumor Control Liaison (RCL)

This form provides guidance for Rumor Control Liaison emergency response actions during an emergency that activates the SERO.

Section A: Initial Actions

- 1. Report to the Nuclear News Manager at the SEOC in the State Armory in Hartford.
- 2. Receive a briefing from the NNM or ES on the status of events up to that time.
- 3. Review issued news statements for information previously released.
- 4. Introduce self to the State Rumor Control Officer.

Section B: Recurring Actions

NOTE

The Rumor Control Liaison has access to information from the following sources:

- Nuclear News Manager – overall corporate and station response
- Technical Assistant – technical information regarding the progress of events
- Technical Briefer – background information on plant systems and equipment
- Radiological Briefer – background radiological information
- Approved news releases of bulletins from any JMC source
- Media Manual information
- “Emergency Planning at Millstone Station” (public information booklet distributed annually)

- 1. Assist the State Rumor Control Officer with inquiries to look for Millstone-related trends and repeated rumors.
- 2. Complete Section C, “Trend Information Report” for each trend identified and bring these Millstone-related rumor trends to the attention of the Nuclear News Manager for follow-up.

Section B: Recurring Actions

3. Perform the following when responding to telephone calls received by State Rumor Control staff:
- Provide information that has been officially released or approved by the EOF DSEO.
 - IF questioned on plant status, provide the latest news release information.
 - IF questioned on injured plant personnel and injury information is verified, confirm injuries have occurred.
 - IF questioned by employee family members, request caller's name and relationship to the employee.
 - ⇒ Provide assurance to caller that everything is being done to protect plant personnel and emergency responders.
 - ⇒ Notify caller that emergency responders will call home when they get the opportunity.

Prepared by: _____

Signature

Print

Date

Section C: Trend Identification Report

Complete if a trend is occurring.

Date: _____

Time Identified: _____

Number of Calls/Inquiries on Subject: _____

Sources of Inquiries: Public _____ Local Officials _____ Media _____

Summary of Rumor Trend: _____

Recommended Action: _____

Submitted By: _____

Acknowledged By: _____

Rumor and Inquiry Control Liaison

Docket Nos. 50-245

50-336

50-423

B18641

Attachment 15

Millstone Nuclear Power Station, Unit Nos. 1, 2 and 3

Emergency Procedures Implementing (EPI) Functional Administrative Procedure (FAP)

MP-26-EPI-FAP05-005, "Media Center Liaison (MCL)"

Major Revision 1

2/13/02
Approval Date

2/14/02
Effective Date

Document Action Request

SPG#
D20117-075143

Initiated By: Linda DeLuca Date 2/16/02 Department: EPD Ext.: 2097

Document No.: MP-26-EPI-FAP 05-005 Rev. No.: 001 Minor 00

Title: Media Center Liaison

For New Documents only → QA RI Title

Reason for Request/Action (attach commitments, CRs, ARs, OEs etc)

AR 01003027-16 AR 01000841-17
AR 00008321-15

Continued

Select one if performing a change (See MP-05-DC-SAP01 sect 2.3 to determine type of change)

Intent Change (Tech IR, SQR Independent, RCD, Env Screen Required)
Other reviews may be required. See MP-05-DC-FAP 01.1 alt 3

Edit Corr.:

Non-Intent Change
(Only Tech IR, SQR IR and Env. signature Required)

Editorial Correction Approval

TPC Interim Approval

Plant Mgmt Staff Member - Approval

(1) Plant Mgmt Staff Member Print/Sign/Date

(2) SM/SRO/CFH Print/Sign/Date

Procedure Request/Feedback Disposition

Priority: Perform Now Perform Later

Activity: Revision Minor Revision Cleanup Rev Biennial Review Cancellation Supersedeure
See DC-GDL01 for guidance

TPC OTC Place in VOID

Reviews continued <input type="checkbox"/>	Print	Sign	Date	SQR Qualified			✓ If Comments
				Yes	No	Dept.	
Writers Guide <input checked="" type="checkbox"/>	BARBARA OLIVER	Barbara Oliver	2/16/02				
SD.54g <input checked="" type="checkbox"/>	L DeLuca	L DeLuca	2/20/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
Environmental <input checked="" type="checkbox"/>	KR Burgess	Steve Mazzola	2/16/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
Validation <input checked="" type="checkbox"/>	S Mazzola	Steve Mazzola	2/16/02	<input type="checkbox"/>	<input checked="" type="checkbox"/>	EPD	✓
Licensing Basis RCD <input checked="" type="checkbox"/>	KR Burgess	Steve Mazzola	2/16/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
Tech Independent <input checked="" type="checkbox"/>	KR Burgess	Steve Mazzola	2/16/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	✓

An NRRL Update Required YES

1. SQR Program Final Review and Approval

Approval Disapproval

SQR Qualified Independent Reviewer / Date

Dept Head / Responsible Individual

Approval Date

2 Final Review and Approval

SORC

RI/DH (Ref Mans, GDLs, Handbooks)

DH / RI Sign

Meeting No

SORC Signature

DH / RI Signature

Approval Date

Effective Date: 3/25/02

3/19/02

Approval Date

3/25/02

Effective Date

Media Center Liaison (MCL)

This form provides guidance for Media Center Liaison emergency response actions during an emergency that activates the SERO.

Section A: Initial Actions

- 1. Report to the Nuclear News Manager at the SEOC at the State Armory in Hartford.
- 2. Receive a briefing from the NNM on the status of events up to that time.
- 3. Review issued IRFs and news statements for information previously released.
- 4. Introduce self to state Media Center Supervisor.

Section B: Recurring Actions

- 1. Attend formal news briefings and stand at the back of the JMC.
- 2. Support state Media Center Supervisor.
- 3. Act as facilitator to field generic technical and radiological questions of the media by directing them to the Technical and Radiological Briefers.
- 4. Collect notes of questions unanswered by the Executive Spokesperson, the Radiological Briefer, or the Technical Briefer during formal news briefings and one-on-one interviews.
- 5. Provide these questions to the NNM for follow-up.
- 6. Coordinate with the Technical and Radiological Briefers to ensure answers obtained via the NNM are provided to the media.
- 7. Assist the state Media Center Supervisor prepare public information support material at the JMC.
 - Media Manual Distribution (from NNM locked cabinet)
 - Appropriate MP Unit Schematic (with approval of the ES)
 - Check phones and TVs, as requested.

Prepared by: _____

Signature

Print

Date

Docket Nos. 50-245
50-336
50-423
B18641

Attachment 16

Millstone Nuclear Power Station, Unit Nos. 1, 2 and 3

Emergency Procedures Implementing (EPI) Functional Administrative Procedure (FAP)

MP-26-EPI-FAP05-006, "Technical Briefer (TB)"

Major Revision 1

2/13/02
Approval Date

2/14/02
Effective Date

Document Action Request

SPG#
D20117-075143

A Initiated By: Linda DeLuca Date 2/16/02 Department: EPD Ext.: 2097

Document No.: MP-26-EPI-FAP 05-006 Rev. No.: 001 Minor 00

Title: Technical Briefer

For New Documents only → QA RI Title

B Reason for Request/Action (attach commitments, CRs, ARs, OEs etc)

AR 01003027-16 AR 01000841-17
AR 00008321-15

Continued

Select one if performing a change (See MP-05-DC-SAP01 sect 2.3 to determine type of change)

C Intent Change (Tech IR, SQR Independent, RCD, Env Screen Required)
Other reviews may be required. See MP-05-DC-FAP 01.1 att 3 Edit Corr.: Non-Intent Change
(Only Tech IR, SQR IR and Env. signature Required)

D Editorial Correction Approval

TPC Interim Approval

Plant Mgmt Staff Member - Approval

(1) Plant Mgmt Staff Member Print/Sign/Date

(2) SMSRO/CFH Print/Sign/Date

E Procedure Request/Feedback Disposition

Priority: Perform Now Perform Later

Activity: Revision Minor Revision Cleanup Rev Biennial Review Cancellation Supercedure

TPC OTC Place in VOID

Reviews continued <input type="checkbox"/>	Print	Sign	Date	SQR Qualified			✓ Comments
				Yes	No	Dept.	
Writers Guide <input checked="" type="checkbox"/>	BARBARA OLIVER	Barbara Oliver	2/16/02				
SD 54 g <input checked="" type="checkbox"/>	L DeLuca	L DeLuca	2/26/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
Environmental <input checked="" type="checkbox"/>	KR Burgess	KR Burgess	2/16/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
Validation <input checked="" type="checkbox"/>	S Mazzola	S Mazzola	2/16/02	<input type="checkbox"/>	<input checked="" type="checkbox"/>	BPD	✓
Licensing Basis RCD <input checked="" type="checkbox"/>	KR Burgess	KR Burgess	2/16/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
Tech Independent <input checked="" type="checkbox"/>	KR Burgess	KR Burgess	2/16/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	✓

G An NRRL Update Required YES

H 1. SQR Program Final Review and Approval

Approval Disapproval

SQR Qualified Independent Reviewer / Date
[Signature] 3/19/02

Dept Head / Responsible Individual

[Signature]
3/19/02
Approval Date

2 Final Review and Approval

SORC R/DH (Ref Mans, GDLs, Handbooks)

DH / RI Sign

Meeting No

SORC Signature

DH / RI Signature

Approval Date

I Effective Date: 3/25/02

3/19/02
Approval Date

3/25/02
Effective Date

Technical Briefer (TB)

This form provides guidance for Technical Briefer emergency response actions during an emergency that activates the SERO.

Section A: Initial Actions

- 1. Report to the Media Center Liaison, or Nuclear News Manager if not available, at the SEOC at the State Armory in Hartford.
- 2. Receive a briefing from the ES or designee on the status of events up to that time.
- 3. Review issued news statements for information previously released and focus on the systems and equipment involved, not the progression of accident events or failures involved.

Section B: Recurring Actions

NOTE

The Technical Briefer has access to technical information from the following sources:

- Miscellaneous schematics and visuals on plant systems.
- Unit specific Emergency Action Level Reference Manuals.

- 1. Listen to the news briefings from the back of the JMC.
- 2. IF requested by the Executive Spokesperson, participate in the formal news briefing as facilitated by the Media Center Liaison.
- 3. Note any questions unanswered in the formal news briefing and provide these questions to the Media Center Liaison at the conclusion of the briefing for follow-up.
- 4. Listen for the systems and equipment mentioned by the Executive Spokesperson and prepare / provide background information on those items to the media.
- 5. Coordinate with the Media Center Liaison to obtain additional information for unanswered media questions.

Prepared by: _____

Signature

Print

Date

Docket Nos. 50-245
50-336
50-423
B18641

Attachment 17

Millstone Nuclear Power Station, Unit Nos. 1, 2 and 3

Emergency Procedures Implementing (EPI) Functional Administrative Procedure (FAP)
MP-26-EPI-FAP07, "Notifications and Communications"
Major Revision 2

2/13/02
Approval Date

2/14/02
Effective Date

Document Action Request

SPG# 020312-085056

A

Initiated By: Patti Luckey Date 3/6/02 Department: EPD Ext.: 5474

Document No.: MP-26-EPI-FAP07 Rev. No.: 002 Minor 00

Title: Notifications and Communications

For New Documents only → QA RI Title

B

Reason for Request/Action (attach commitments, CRs, ARs, OEs etc)

AR01007817
Includes Forms FAP07-pp1, -462, -663

Handwritten: 3/12/02

Continued

Select one if performing a change (See MP-05-DC-SAP01 sect 2.3 to determine type of change)

C

Intent Change (Tech IR, SQR Independent, RCD, Env Screen Required)
Other reviews may be required. See MP-05-DC-FAP 01.1 att 3

Edit Corr.:

Non-Intent Change
(Only Tech IR, SQR IR and Env. signature Required)

D

Editorial Correction Approval

TPC Interim Approval

Plant Mgmt Staff Member - Approval

(1) Plant Mgmt Staff Member Print/Sign/Date

(2) SM/SRO/CFH Print/Sign/Date

E

Procedure Request/Feedback Disposition

Priority: Perform Now Perform Later

Activity: Revision Minor Revision Cleanup Rev Biennial Review Cancellation Supercedure

TPC OTC Place in VOID

F

Reviews continued <input checked="" type="checkbox"/>	Print	Sign	Date	SQR Qualified			# Comments
				Yes	No	Dept.	
RCD <input checked="" type="checkbox"/>	Kathleen Burgess	Kathleen Burgess	3/12/02	<input type="checkbox"/>	<input type="checkbox"/>		
50.54g <input checked="" type="checkbox"/>	Kathleen Burgess	Kathleen Burgess	3/7/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
Environmental <input checked="" type="checkbox"/>	Kathleen Burgess	Kathleen Burgess	3/12/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
Licensing Basis <input type="checkbox"/>							
Tech Independent <input checked="" type="checkbox"/>	Kirk Miles	via A/c	3/7/02			EPD	

G

An NRRL Update Required YES

H

1. SQR Program Final Review and Approval

Approval Disapproval

Kathleen Burgess 3/21/02
SQR Qualified Independent Reviewer / Date

Patti Luckey
Dept Head / Responsible Individual

3/25/02
Approval Date

2 Final Review and Approval

SORC

RI/DH (Ref Mans, GDLs, Handbooks)

DH / RI Sign
Meeting No

SORC Signature

DH / RI Signature

Approval Date

I

Effective Date: 3/29/02

Document Action Request Continuation Page

SPG#

Initiated By: Patti Luckey Date: 3/6/02 Department: EPD Ext.: 5474

Document No.: MP-26-EPI-FAP07 Rev. No.: 002 Minor Rev. 3/21/02

Title: Notifications and Communications

Section B

Section F

Reviews continued	Print	Sign	Date	SQR Qualified			✓ If Comments
				Yes	No	Dept.	
Writer's Guide <input checked="" type="checkbox"/>	Maria Marjeski	<i>MMarjeski</i>	3/20/02	<input type="checkbox"/>	<input checked="" type="checkbox"/>	SP5	
Validation <input checked="" type="checkbox"/>	Ellen MacLean	<i>E MacLean</i>	3/21/02	<input type="checkbox"/>	<input checked="" type="checkbox"/>	TRAINING	
<input type="checkbox"/>				<input type="checkbox"/>	<input type="checkbox"/>		

**Functional
Administrative
Procedure**



Millstone Station

Notifications and Communications

MP-26-EPI-FAP07

Rev. 002

Approval Date: 3/25/02

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MP-26-EPI-FAP07-001, "Nuclear Incident Report Form (IRF)"
MP-26-EPI-FAP07-002, "NRC Notification Checklist"
MP-26-EPI-FAP07-003, "NRC Event Notification Form"

1. PURPOSE

1.1 Objective

Provide guidance to the Shift Technician, or other qualified ENRS operator, for performing prompt notifications of reportable events classified as NRC and State Posture Code emergency events.

1.2 Applicability

Conditions exist which have been assessed by the Shift Manager/DSEO and classified as an emergency.

Conditions have been stabilized and the DSEO is preparing to terminate the emergency and enter into Recovery.

1.3 Supporting Documents

EPI-FAP06, "Classification and PARs"

EPA-REF08B, "Millstone Emergency Plan Resource Book"

1.4 Discussion

This procedure ensures timely completion of the following, in descending order of priority:

- Notification of the State of Connecticut Department of Environmental Protection (DEP)
- Notification of other offsite entities (i.e., Local, State)
- Notification of the NRC
- Performance of additional notifications (Information Technology, ANI, Corporate etc.)
- Performance of administrative actions

Reporting time limits for NRC and State Posture Code emergency events are as follows:

- Regulations require that notification to CT State DEP, Division of Radiation, and to the local officials shall be accomplished within 15 minutes of an emergency event classification (e.g., Unusual Event and above).
- NRC regulations require the licensee to notify the NRC immediately after notification of state and local agencies, but not later than one hour after declaration of an emergency classification.

In situations involving multiple events at different units, the event classification reported shall reflect the most severe event. For example, if Unit 2 is experiencing an Alert (Charlie-One) event and Unit 3 is experiencing a Site Area Emergency (Charlie-Two) event, the event shall be reported as a Site Area Emergency (Charlie-Two) event. The lesser event shall be reported in an update radiopager message. Both events shall be reported to the NRC via the ENS.

The IRF is processed with the "Additional Information" section being filled in and recorded.

If an IRF is to be released and the circumstances or conditions which caused the report have already been corrected, only one IRF is required. The following applies:

- The event is self terminating with the release of the initial IRF.
- The "A further report will not be given" block shall be checked.

For events that activate the SERO, the on-shift Unit 3 Shift Technician may be relieved of notification responsibilities by an on-call Shift Technician in the EOF. In this case, a formal turnover of notification responsibilities from the control room to the EOF is required.

Definitions and abbreviations are contained in Attachment 1.

Responsibilities are contained in Attachment 2.

2. INSTRUCTIONS

2.1 Nuclear Incident Report Form (IRF) Radiopager Notification

2.1.1 Log onto the ENRS terminal.

2.1.2 Complete a written copy of EPI-FAP07-001, "Nuclear Incident Report Form (IRF)."

NOTE

1. Meteorological data is available from SPDS or OFIS.
2. If the release pathway is unknown, the Met Tower 142' elevation data should be used.
3. The CR-DSEO or the ADEOF should be consulted for the appropriate Met data for the release path.

2.1.3 Enter meteorological data as follows:

- IF data is available, verify the appropriate Met Tower level reading is being used and enter data in "Current Site Wind" and "Forecast Site Wind" sections.
- IF data is not available, enter NA in the "Current Site Wind" and "Forecast Site Wind" sections.

2.1.4 Obtain DSEO authorization signature on the written IRF.

2.1.5 Open "RapidReach Primary" folder and "RapidReach" icon.

2.1.6 At "RapidReach Login" screen, select user ID and enter the password.

2.1.7 Open "EasyView" icon.

2.1.8 At "EasyView Login" screen, select user ID and enter the password.

2.1.9 IF ENRS primary is not operable, Refer To Section 2.7 and perform backup or remote operation.

NOTE

A loss of the Flanders line will cause total loss of the ENRS primary server and loss of the local area network (LAN). ENRS can be activated using the backup server via a modem.

2.1.10 IF the Flanders line is lost, Go To Section 2.7.7 and perform backup from modem.

2.1.11 Enter IRF data, as follows:

- a. Open "IRF" form.
- b. Using the completed EPI-FAP07-001, enter the information into IRF template.
- c. Print IRF and verify information is correct.

2.1.12 Obtain DSEO initials on the IRF printout.

2.1.13 Save IRF as follows:

- a. Select "File" and "Print."

NOTE

Saving the IRF form to "Print-2-Image" attaches the fax to the radiopager message.

- b. Select "Print-2-Image."
- c. At the "Selection Configuration" box, select appropriate setup.
- d. At the "Select Message to Fax" screen, select "Root" tree.
- e. At the "Root" tree, select appropriate message (e.g., Emergency Call-Outs, etc.).
- f. Maximize "RapidReach" screen
- g. Select "microphone" icon ("Show Message Window").

2.1.14 Transmit IRF message as follows:

- a. At "Root" tree, select appropriate message.
- b. Listen to the "Alpha Pager Message" and verify information is correct (message may be recorded again, if necessary).
- c. Maximize "EasyView" screen and select appropriate scenario.
- d. Select the lightning bolt icon.
- e. Select "Set Common Message."
- f. At "Root" tree, select appropriate message (e.g., Emergency Call-Outs, etc.).



1. Failure to select the correct scenario (i.e., classification or group page) may result in unwarranted activation or the release of misinformation.
2. The scenario and message must be read and verified before selecting the "Start" button.

- g. Stop and verify scenario and message are accurate.
- h. At "Start of Scenario" screen, select "Start."

2.1.15 IF the wrong scenario has been chosen, perform the following:

- a. Immediately terminate callout from EasyView.
- b. Notify the appropriate SM/DSEO of the incorrect message.
- c. Direct Security at SAS to transmit retraction to state and local responders and SERO using backup paging terminal.
- d. Provide Security with a retraction message such as "DISREGARD PREVIOUS EVENT MESSAGE. A NEW PAGER MESSAGE WILL FOLLOW."
- e. WHEN retraction message is received, Refer To Step 2.1.14 and transmit corrected message.

NOTE

Recording the IRF audio message shall be completed immediately after transmitting the IRF message and prior to Step 2.1.16.

2.1.16 Record IRF data, as follows :

- a. Maximize "RapidReach" screen.
- b. Select "microphone" icon ("Show Message Window").
- c. At "Root" tree, select "Informational Message."
- d. At "Audio Message" screen, select "microphone" icon.
- e. Record entire IRF.
- f. Verify recorded information is satisfactory and select "OK."

NOTE

Attachment 3, "Notification Locations," provides information on which individuals and agencies are notified.

2.1.17 Verify radiopager sent, as follows:

- a. Monitor the "RapidReach Overview" screen and select the most recent scenario number from call-out grid box (the top box) to verify appropriate groups or individuals have been paged.
- b. Verify that the page message was sent to the control room console pager.
- c. IF no responders call in within 5 minutes after release of the message, consider the transmission as failed and Refer To Section 2.8, "ENRS Failure."
- d. Monitor "EasyView" and "RapidReach" screens as positions call back acknowledging page.
- e. IF Alert or higher classification, Refer To Section 2.4 and activate the ERDS link.
- f. Verify fax is received in respective control room or EOF, as applicable.
- g. At "Overview" screen, print "Groups-in-Call-Out" callback verification report.
- h. IF SERO is activated, fax initial CV report (SERO results) to the MOR.
- i. IF call-out is complete or a new call-out needs to be initiated, select the red traffic light in "EasyView" to deactivate the call-out process.

2.1.18 IF ENRS is not operable, Refer To Section 2.8, "ENRS Failure," and EPA-REF08B, "Millstone Emergency Plan Resource Book," Section "Off-Site Town/Agencies," and manually fax notifications to state and local officials.

- End of Section 2.1 -

2.2 Callback Verification

NOTE

Attachment 3, "Notification and Callback Guidance," provides guidance for verification of required actions.

2.2.1 IF the following have not called in, attempt callback verification within approximately 15 minutes after event message has been transmitted:

- State of Connecticut DEP Dispatch
- State and local responders

NOTE

Callback verification via printed CV report can not be performed from a "client" server if the radiopager message was transmitted via "EasyView Remote." This information can be obtained from Building 475 server or EOF phone server only. (IT assistance required)

2.2.2 Print CV report (i.e., report by group) to document callback responses.

2.2.3 Refer To CV report and perform the following:

- a. Document non-responders.

NOTE

1. Only one attempt is required for a UE backup notification.
2. The group RADIOPAGER number for State/Local pagers is 860-332-0059.

- b. Refer To EPA-REF08B and attempt one backup notification of non-responders.
- c. IF event is ALERT or higher and non-responders cannot be reached, perform the following:
 - 1) Contact State Police Barracks Dispatcher (Troop E)
 - 2) Request immediate assistance in notifying non-responders.
 - 3) Request police confirm response to the message.
- d. Perform backup notifications.

2.2.4 Print copy of SERO CV report only and fax to EOF.

2.2.5 Print the final ENRS CV report when initial and backup notifications have been completed.

- End of Section 2.2 -

2.3 NRC Notifications

NOTE

1. State of Connecticut posture codes, (e.g., Delta-One, etc.) shall not be used when notifying the NRC of reportable events.
2. It is good practice to notify the NRC of the next planned report, e.g., one hour.

- 2.3.1 Record applicable information for an event on EPI-FAP07-003, "NRC Event Notification Form."
- 2.3.2 Refer To and complete EPI-FAP07-002, "NRC Notification Checklist."
- 2.3.3 IF ENS is *not* operable, Go To Section 2.9, "ENS Failure."

- End of Section 2.3 -

2.4 Additional Notifications

NOTE

ERDS activation is required for an Alert or higher classification.

2.4.1 Activating the Emergency Response Data System (ERDS)

- a. At plant process computer terminal for Unit 2:
 - 1) Locate the Unit 2 PPC TOP_MENU display.
 - 2) Select the SPDS button.
 - 3) Select the Initiate ERDS button to activate ERDS transmission.
 - 4) Select Yes to confirm activation.
- b. At plant process computer terminal for Unit 3:
 - 1) Select NSSS menu page 3 of 3.
 - 2) Select Function F11 Activate/Terminate ERDS.
 - 3) Select Function F1 to activate ERDS transmission.
 - 4) Select Function F12 to confirm activation.
- c. Verify ERDS activation as follows:
 - 1) At the Unit 2 or Unit 3 TOP_MENU display of an OFIS terminal, select OFIS menu button.
 - 2) Select ERDS Point List button.
 - 3) Verify "Data Transmission to the NRC ERDS" is "INITIATED."

NOTE

"ERDS Status" shows the current status of the modem connection with the NRC. By design, the NRC will refuse the first connection request. ERDS send software will automatically retry the connection until a connection is established. If the connection is lost during an ERDS session, the ERDS send software will try to reconnect. The NRC should accept the second connection request.

- 4) Verify "ERDS Status" is "Link Active."
- 5) IF "ERDS Status" has not changed to "Link Active" after 3 minutes, notify IT of an ERDS connection failure.

NOTE

The time of the last data transmission should update every 15 seconds, as long as the link is active.

- 6) WHEN a "Link Active" status is obtained, verify "Time of Last Data Transmission to the NRC" has been updated.
- d. Contact the NRC to verify ERDS data is being received.
- 2.4.2 Ensure American Nuclear Insurers (ANI) is notified.
- 2.4.3 IF an Unusual Event or higher, Refer To EPA-REF08B, "Millstone Emergency Plan Resource Book," and notify the Richmond Control Center Security Specialist.

- End of Section 2.4 -

2.5 Sending Additional IRF Messages

NOTE

The following “scenario message” should be used if SERO is activated and additional messages are required, including the event termination message, because the SERO is not required to call in once activated.

“SERO ACTIVATED – SEND ADD’L MESSAGES”

This scenario was designed to page BOTH groups (State and Local Officials and SERO) but only requires state and local officials to call in.

- 2.5.1 **IF** any of the following conditions occur, Refer To Step 2.1.2 and perform notifications:
- SERO is activated and additional messages are required. Select the “SERO Activated – Send Add’l Messages,” scenario.
 - Update or reclassification notifications are directed.
 - The emergency has been terminated and was not closed out in initial report.
- 2.5.2 **IF** all existing events have been terminated and callback verifications have been completed, perform the following:
- a. Refer To Section 2.6 and restore ENRS general default message.
 - b. Perform ENRS log-off.

- End of Section 2.5 -

2.6 System Restoration and Administrative Actions

2.6.1 Ensure all CV reports are finished.

2.6.2 **IF** all existing events have been terminated and callback verifications are complete, restore general default as follows:

- a. Select "RapidReach."
- b. Select "microphone" icon. ("Show Message Window")
- c. At "Root" tree, select "Informational Message."
- d. At "Audio Message" screen, select "microphone" icon.
- e. Record the following message:

"There is no information presently available for Millstone Station."
- f. Verify recorded information is satisfactory and select "OK."
- g. From "Root" tree, select event message used ("Emergency Call-Outs," etc.).
- h. Select red minus button in fax box on lower right of screen.
- i. Select "Yes" to delete and observe "Same as alpha pager" in fax message box.
- j. Close the following:
 - 1) "RapidReach"
 - 2) "EasyView"
 - 3) "IRF" word document

2.6.3 Review IRFs and verify appropriate termination message has been issued.

2.6.4 Obtain original of the following documents for the applicable unit control room:

- EPI-FAP07-001, "Nuclear Incident Report Form (IRF)," and printout.
- EPI-FAP07-002, "NRC Notification Checklist," as applicable.
- EPI-FAP07-003, "NRC Event Notification Form."
- ENRS callback verification report printout (CV report).
- Any other completed attachments.

2.6.5 Send copies of the following documents to the Manager, Emergency Preparedness Department:

- EPI-FAP07-001, "Nuclear Incident Report Form (IRF)" and printout.
- EPI-FAP07-002, "NRC Notification Checklist," as applicable.
- EPI-FAP07-003, "NRC Event Notification Form"
- ENRS callback verification report printout (CV report)
- Any other completed attachments
- Condition Report (if applicable)
- Log entries, as applicable

- End of Section 2.6 -

2.7 Backup and Remote Operation

- 2.7.1 IF "RapidReach Primary" does not connect, open "RapidReach Backup."
- 2.7.2 IF "RapidReach Backup" connects, Refer To Section 2.10, "Switching Telephone Lines," and transfer the phones.
- 2.7.3 IF "RapidReach Backup" connects and phone lines transfer correctly, go to Section 2.1, and perform the same steps as for "RapidReach Primary" using "RapidReach Backup" and "EasyView Backup."

NOTE

If unable to connect to either the primary or backup via the LAN, "RapidReach" may not be used to fax or record the IRF into the "Informational Message." Faxes must then be sent via the SNET Faxworks. If time permits, it is preferable to use "EasyView Remote" to allow State and local officials and SERO to call in and provide a graphical display of the positions being filled.

- 2.7.4 IF "RapidReach Backup" using LAN does not connect (leaving the phone lines in primary), select the icon labeled "Modem to Primary Server."
- 2.7.5 IF the connection is made, select "EasyView Remote" from the "RapidReach Primary" folder and perform the following:
- Select a scenario.
 - Select lightening bolt.
 - Set the common message.
 - Select "Start."
 - Refer To Step 2.8.3 and distribute IRF via SNET Faxworks.
 - Refer To Section 2.4 and activate the ERDS link.
- 2.7.6 IF "EasyView Remote Primary" does *not* connect, open "RapidReach Backup" folder and select the icon labeled "Backup to EOF,"
- 2.7.7 IF Flanders line is lost, open "RapidReach Backup" folder, and select the icon labeled "Backup to EOF."
- 2.7.8 IF the connection is made, open "EasyView Remote" from the "RapidReach Backup" folder and perform the following:
- Refer To Section 2.10 and transfer the phones from primary to secondary server.
 - Select a scenario.
 - Select lightening bolt.
 - Set the common message.

- e. Select "Start."
 - f. Refer To Step 2.8.3, and distribute IRF via SNET Faxworks.
 - g. Refer To Section 2.4, and activate the ERDS link.
 - h. Monitor "EasyView Remote" screen as positions call back acknowledging screen.
 - i. IF the following have not called in, attempt callback verification within approximately 15 minutes after event message has been transmitted:
 - State of Connecticut DEP Dispatch
 - State and local responders
 - j. Refer To EPA-REF08B and attempt one backup notification of non-responders.
 - k. IF event is ALERT or higher and non-responders cannot be reached, perform the following:
 - 1) Contact State Police Barracks Dispatcher (Troop E)
 - 2) Request immediate assistance in notifying non-responders.
 - 3) Request police confirm response to the message.
- 2.7.9 IF phone lines were transferred to the back-up phone server, perform the following:
- a. Complete all call-outs.
 - b. Refer To Step 2.10.2, and restore phone lines to the primary system.
- 2.7.10 IF no connection is made, Go To Section 2.8 and notify Security.

- End of Section 2.7 -

2.8 ENRS Failure

2.8.1 Notify SAS to transmit a text message to both State and local officials and SERO responders to include the following:

- [Applicable unit] [NRC Classification] [State Posture code] [Major EAL heading] [Minor EAL heading (code)] "Report to facility."
- Example: [MP3] [GE] [Alpha] [Barrier failure] [BG1] "Report to facility."

2.8.2 IF SAS is not able to assist, perform the following:

- a. Dial paging system using confidential group page codes for the State and Local Officials and the SERO.
- b. When prompted, enter the password.
- c. Refer To Attachment 4, "Unit Event Backup Codes," and enter numeric backup event code.

NOTE

1. This section is performed *only* when ENRS has failed or radiopager transmission was performed via "EasyView Remote."
2. A fax cover sheet is not required when distributing the IRF via SNET FaxWorks.

2.8.3 Distribute IRF via SNET FaxWorks as follows:

- a. IF SNET FaxWorks is not operable, Refer To EPA-REF08B, "Offsite Towns/Agencies," and manually fax notification to State and local officials.
- b. Place completed IRF in fax machine feeder tray.
- c. Lift handset connected to fax machine, and enter SNET FaxWorks telephone number.
- d. When prompted for password, enter SNET Faxworks password followed by an asterisk (*).
- e. When prompted, enter "1" to send a fax.
- f. When prompted for choice of fax transmission schedule, enter "1" for immediate dispatch.
- g. When prompted for destination or distribution list number, enter "002" followed by an asterisk (*).

- h. When prompted for next destination, enter pound key (#) to indicate there are no more destinations.
- i. When a steady fax tone is heard, press the "Start" button on the telecopier.
- j. Hang up handset of fax machine.

NOTE

ERDS is not activated for a Unit 1 event.

2.8.4 Refer To Section 2.4 and activate the ERDS link.

2.8.5 Verify all required call-in radiopager holders have received the radiopager message and fax as follows:

- a. Document non-responders.

NOTE

1. Only one attempt is required for a UE backup notification.
2. The group RADIOPAGER number for State/Local pagers is 860-332-0059.

- b. Refer To EPA-REF08B and attempt one backup notification of non-responders.
- c. IF event is ALERT or higher and non-responders cannot be reached, perform the following:
 - 1) Contact State Police Barracks Dispatcher (Troop E)
 - 2) Request immediate assistance in notifying non-responders.
 - 3) Request police confirm response to the message.
- d. Perform backup notifications.

2.8.6 Refer To EPA-REF08B, "Millstone Emergency Plan Resource Book," and notify Information Technology of ENRS failure.

2.8.7 Refer To EPI-FAP07-002, "NRC Notification Checklist," and ensure NRC notifications have been performed.

2.8.8 Refer To EPA-REF08B, "Millstone Emergency Plan Resource Book," and notify the Richmond Control Center Security Specialist.

- End of Section 2.7 -

2.9 ENS Failure

NOTE

1. This section is performed only when dedicated ENS lines have failed.
2. In an emergency, with loss of other communications, the state or local police may be contacted by radio and requested to place a call to the NRC.

2.9.1 IF ENS has failed, select one of the following methods, as applicable:

- Commercial telephone line
- Cellular telephone (station management or personal vehicle)
- Radio (state or local police to place call)

2.9.2 Obtain NRC Operations Center number from one of the following:

- Label on ENS telephone
- EPA-REF08B, "Millstone Emergency Plan Resource Book"
- Other listing or directory assistance (alternate number)

2.9.3 WHEN NRC is contacted, provide the following information:

- a. ENS is not operable
- b. Information recorded in EPI-FAP07-003, "NRC Event Notification Form"
- c. IF event is being terminated via the report, notice of event termination.

2.9.4 Refer To EPA-REF08B, "Millstone Emergency Plan Resource Book," and notify telecommunications personnel (not on-call) of ENS failure.

2.9.5 Log NRC communications.

- End of Section 2.9 -

2.10 Switching Telephone Lines

NOTE

If the ENRS primary phone server is down, a communication failure has occurred. Telephone lines will need to be switched to the secondary phone server.

2.10.1 Switching the Phone Server from Primary to Secondary

- a. Lift the dedicated ENRS handset.
- b. Press position “g” (blue button) labeled “Press for SERO Transfer.”
- c. Dial “2724.”
- d. Wait for confirmation tone (3 beeps).
- e. IF confirmation tone is *not* heard, Go To Step 2.10.1.a.

NOTE

The light will stay on to indicate the successful transfer of telephone lines.

- f. Hang up the handset and observe light on position “g” (blue button) illuminates, indicating transfer of SERO telephone lines.
- g. Lift the dedicated ENRS handset again.
- h. Press position “i” (red button) labeled, “Press for Transfer of State/Local to Back-up” and observe the following:
 - Light on position “i” (red button) will illuminate for a few seconds and then turn off.
 - Light on position “h” (yellow button) labeled, “Light ‘ON’ State/Local on Backup,” will illuminate and stay on, indicating a transfer of State/Local lines.
- i. Hang up the handset.
- j. IF either OR both lights fail to illuminate, Go To Step 2.10.1.h.

NOTE

If the ENRS phone server is on the secondary system, green lights will be illuminated on the telephone.

2.10.2 Restoring the Phone Server from Secondary to Primary

- a. Press position “g” (blue button) labeled “Press for SERO Transfer.”
- b. Observe that the light on position “g” (blue button) is not lit, indicating transfer of SERO lines.

2.10.3 Restoring the State/Local Lines to the Primary Server

- a. Lift the dedicated ENRS handset.
- b. Press position “j” (green button) labeled “Press to Restore State/Local to Primary” and observe the following:
 - Light on position “j” (green button) labeled “Press to Restore State/Local to Primary” is lit.

NOTE

Lights on position “h” and position “j” will go out after illumination.

- Light on position “h” (yellow button) labeled “Light ‘ON’ State/Local on Backup” is not lit.
- Light on position “j” (green button) labeled “Press to Restore State/Local to Primary” is not lit.

- End of Section 2.10 -

2.11 Deactivating ERDS

2.11.1 At plant process computer terminal for Unit 2:

- a. Locate the Unit 2 PPC TOP_MENU display.
- b. Select the SPDS button.
- c. Select the Terminate ERDS button to terminate ERDS transmission.
- d. Select Yes to confirm termination.

2.11.2 At plant process computer terminal for Unit 3:

- a. Select NSSS menu page 3 of 3.
- b. Select Function F11 Activate/Terminate ERDS.
- c. Select Function F2 to terminate ERDS transmission.
- d. Select Function F12 to confirm termination.

2.11.3 Verify ERDS Termination as follows:

- a. At the Unit 2 or Unit 3 TOP_MENU display of an OFIS terminal, select OFIS menu button.
- b. Select ERDS Point List button.
- c. Verify "Data Transmission to the NRC ERDS" is "TERMINATED."
- d. Verify "ERDS Status" is "ERDS Link Not Connected."
- e. Verify "Time of Last Data Transmission to the NRC" is no longer updating.

- End of Section 2.11 -

3. SUMMARY OF CHANGES

3.1 **Revision 002**

- 3.1.1 Changed EPUG 08B to EPA-REF08B in section 1.3, step 2.1.18, 2.2.3.b, 2.4.3, 2.8.3.a, 2.8.5.b, 2.8.6, 2.8.8, 2.9.2, 2.9.4, and FAP07-002.
- 3.1.2 Added note and steps 2.1.10, 2.7.7, and 2.7.8 to provide instructions on responding to a loss of the Flanders line.
- 3.1.3 Clarified in step 2.1.15 that callout is terminated from EasyView.
- 3.1.4 Clarified in steps 2.1.17.e and 2.8.4 note that ERDS is activated for an Alert or higher.
- 3.1.5 Updated title in step 2.6.5 to the Manager, Emergency Preparedness Department.
- 3.1.6 Added step in 2.7.5 to distribute IRF via SNET Faxworks.

3.2 **Revision 001-06**

- 3.2.1 Added step 2.1.14 to describe actions if the wrong scenario has been chosen. (AR 01005566-09)

3.3 **Revision 001-05**

- 3.3.1 Added steps f and g to step 2.1.12 to clarify how to prepare the IRF for transmittal.

3.4 **Revision 001-04**

- 3.4.1 Moved Caution Box and steps g and h from step 2.1.14 to step 2.1.13.

3.5 **Revision 001-03**

- 3.5.1 Reversed the order of step 2.1.13 and 2.1.14.
- 3.5.2 Added Note Box preceding step 2.1.14 to record the IRF voice message immediately after transmitting the IRF.
- 3.5.3 Added Note Box after Section 2.4 for when ERDS is required to be activated.

3.6 **Revision 001-02**

- 3.6.1 Added step 2.1.15.e to activate the Emergency Response Data System (ERDS) link.
- 3.6.2 Added step 2.7.5.d to activate the ERDS link.
- 3.6.3 Added step 2.8.4 to activate the ERDS link if there is an ENRS failure.

3.7 **Revision 001-01**

- 3.7.1 Added notification to Corporate in step 1.4.
- 3.7.2 Updated group radiopager numbers for state and local pagers in step 2.2.3 and step 2.8.4.

- 3.7.3 Added step 2.4.3 to notify Richmond Control Center Security Specialist if an Unusual Event or higher.
- 3.7.4 Added step 2.8.7 to notify the Richmond Control Center Security Specialist.
- 3.7.5 Deleted the reference to the trunk line to the Corporate exchange in step 2.9.1.
- 3.7.6 Added Richmond Control Center Security to notification locations in Attachment 3.

Attachment 1

Definitions and Abbreviations

(Sheet 1 of 2)

ADEOF - Assistant Director Emergency Operations Facility

CV - Callback Verification

Deactivate - To place a system, component, or organization in an inactive condition.

Incident Description - "Additional Information" section of the Incident Report Form (IRF) providing a simple description of the event.

Immediate Notification - Notification to the NRC of emergency, not to exceed 60 minutes of state verification.

Initial Report - The first notification to the NRC, State and Local Officials and Agencies, and applicable personnel that reports an NRC classification and State Posture Code emergency event.

Lead Unit - The unit which assumes classification responsibilities for reportable events. The lead unit may be any of the following:

- In unit specific events, the affected unit (For a Unit 1 event, Unit 2 is the lead unit until the DSEO and ADTS arrive).
- For non-unit specific events, (i.e., station security, hurricane, earthquake, fitness for duty, etc.) Unit 3 is the lead unit, unless otherwise designated.
- In situations involving multiple events, the unit experiencing the most severe event has the lead.
- For non-unit specific events (i.e., hurricane, earthquake, etc.), Unit 3 is the lead unit.
- A non-affected unit may be requested to assume the lead by the affected unit (e.g., loss of control room habitability).

Notification Time - The time at which the IRF message is released (reported on).

Prompt Notification - The official notification of State and Local Officials and Agencies is within 15 minutes following initial classification; official notification of the NRC is as soon as possible, but within 60 minutes of State notification via the ENS; and for reclassification of an NRC and State Posture Code emergency event. [State 22a-135-1]

Reclassification Report - A prompt notification, subsequent to the initial report, to State and Local Officials and Agencies, the NRC, and applicable personnel that reports an escalation or de-escalation of event classification relative to the previous report.

Attachment 1

Definitions and Abbreviations

(Sheet 2 of 2)

SM - Shift Manager

Termination Report - The final notification to State and Local Officials and Agencies, the NRC, and applicable personnel that reports termination of the event. For Unusual Event (Delta-Two) or lower events, the initial report may also serve as the termination report if the event has been corrected in time for the initial report or has self-terminated. The "Additional Information" section shall be completed in these instances with a termination message.

UE - Unusual Event

Update Report - A notification, subsequent to the initial report, to State and Local Officials and Agencies, the NRC, and applicable personnel, that reports additional information on the event, but does not escalate or de-escalate classification of the event. The Update Report is issued approximately 60 minutes after the Initial or Reclassification Report.

Attachment 2 Responsibilities

(Sheet 1 of 1)

1. The CR-DSEO is responsible for directing the Shift Technician (ST) to complete notifications and approving Incident Report Forms (IRFs) until relieved by the DSEO.
2. The ST is responsible for completing off-site notifications.
3. After the EOF has been activated, the DSEO is responsible for approving completed IRFs; the Manager of Communications (MOC) is responsible for NRC communications; and the Assistant Director of Emergency Operations Facility (ADEOF) is responsible for directing the on-call ST to update and terminate off-site notifications.

Attachment 3 Notification Locations

(Sheet 1 of 1)

Scenario: Unusual Event

Who is Paged: SERO
State and Local Officials (all)

Who is Faxed: State and Local Officials (all)
Unit 2 & 3 Control Rooms
Richmond Control Center Security

Who is Called (automatic): NNM, MRDA, MPI, all Unit ADTSs
New London, Ledyard

Who Should Call-In: 14 required State and Local Officials
NNM, MRDA, MPI, all Unit ADTSs

Scenario: Alert, Site Area Emergency, and General Emergency

Who is Paged: SERO
State and Local Officials (all)

Who is Faxed: State and Local Officials (all)
Unit 2 & 3 Control Room
Richmond Control Center Security

Who is Called (automatic): New London, Ledyard
SERO (after 15 minutes)

Who Should Call-In: 14 required State and Local Officials
SERO (all)

Attachment 4 Unit Event Backup Codes

(Sheet 1 of 1)

NOTE

If a Unit Event Backup Code notification (e.g., ID 101, 201, 301) is received, ENRS has failed.

Personnel on-call, or subject to call must immediately report to their emergency response facility for an Alert or higher classification. Table 1 indicates the event and unit involved for each designated code. For an Unusual Event, no call-in is required, however, personnel should standing by for further information.

Table 1: Unit Event Backup Codes

Event	Unit 1	Unit 2	Unit 3
Unusual Event	101	201	301
Alert	102	202	302
Site Area Emergency	N/A	203	303
General Emergency	N/A	303	403
Drill-Come In	777	777	777
Drill-Call In	888	888	888

Attachment 5 Notification and Callback Guidance

(Sheet 1 of 1)

ACTION (✓ = Required)	CLASSIFICATION			
	UE (Delta-1, 2)	ALERT (Charlie 1)	SAE (Charlie 2)	GE (Bravo) (Alpha)
<u>Nuclear IRF:</u>				
• Enter current meteorological data	✓	✓	✓	✓
• Enter "Additional Information" in first message	(a)			
• Enter "Additional Information" in update	✓	✓	✓	✓
• Issue termination in first message	✓(a)			
• Issue termination in update message	✓	✓	✓	✓
<u>CALLBACK/BACKUP NOTIFICATIONS</u>				
• Radiopager (EPI-07-03)	✓	✓	✓	✓
• REQUEST State Police call non-responding towns (EPI-07-03)	✓	✓	✓	✓
<u>OTHER:</u>				
• ENS notification to NRC (b)	✓	✓	✓	✓
• NRC Resident notification	✓	✓	✓	✓

NOTES:

- a. An Unusual Event (Delta-One or Delta-Two) may be terminated in the initial report if additional information has been reported.
- b. Due to notification to State of CT DEP.

Docket Nos. 50-245
50-336
50-423
B18641

Attachment 18

Millstone Nuclear Power Station, Unit Nos. 1, 2 and 3

Emergency Procedures Implementing (EPI) Functional Administrative Procedure (FAP)

MP-26-EPI-FAP07-002, "NRC Notification Checklist"

Major Revision 1

2/13/02
Approval Date

2/14/02
Effective Date

Document Action Request

SPG# 020312-085056

Initiated By: Patti Luckey Date 3/6/02 Department: EPD Ext: 5474

Document No.: MP-26-EPI-FAP07-003 Rev. No.: 002 001 Minor 00

Title: Notifications and Communications

For New Documents only → QA RI Title

Reason for Request/Action (attach commitments, CRs, ARs, OEs etc)

AR01007817
Includes forms FAP07-001, -002, -003

Continued

Select one if performing a change (See MP-05-DC-SAP01 sect 2.3 to determine type of change)

Intent Change (Tech IR, SQR Independent, RCD, Env Screen Required)
Other reviews may be required. See MP-05-DC-FAP 01.1 att 3

Edit Corr.:

Non-Intent Change
(Only Tech IR, SQR IR and Env. signature Required)

Editorial Correction Approval

TPC Interim Approval

Plant Mgmt Staff Member - Approval

(1) Plant Mgmt Staff Member Print/Sign/Date

(2) SM/SRO/CFH Print/Sign/Date

Procedure Request/Feedback Disposition

Priority: Perform Now Perform Later

Activity: Revision Minor Revision Cleanup Rev Biennial Review Cancellation Supercedure
See DC-GOLD1 for guidance

TPC OTC Place in VOID

Reviews continued <input checked="" type="checkbox"/>	Print	Sign	Date	SQR Qualified			/ # Comments
				Yes	No	Dept.	
RCD <input checked="" type="checkbox"/>	Kathleen Burgess	Kathleen Burgess	3/12/02	<input type="checkbox"/>	<input type="checkbox"/>		
So. 54g <input checked="" type="checkbox"/>	Kathleen Burgess	Kathleen Burgess	3/7/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
Environmental <input checked="" type="checkbox"/>	Kathleen Burgess	Kathleen Burgess	3/12/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
Licensing Basis <input type="checkbox"/>							
Tech Independent <input checked="" type="checkbox"/>	Kirk Miles	W. A. ie	3/7/02			EPD	

An NRRL Update Required YES

1. SQR Program Final Review and Approval

Approval Disapproval

Kathleen Burgess 3/21/02
SQR Qualified Independent Reviewer / Date

Patti Luckey
Dept Head / Responsible Individual

3/25/02
Approval Date

2 Final Review and Approval

SORC

RI/DH (Ref Mans, GOLs, Handbooks)

DH / RI Sign
Meeting No _____

SORC Signature _____

DH / RI Signature _____

Approval Date _____

Effective Date: 3/29/02

3/25/02

Approval Date

3/29/02

Effective Date

NRC Notification Checklist

Date: _____ IRF No. _____

Part I

1. Attempt once to notify the NRC Resident Inspector(s) using any of the following:

- NRC Resident's radiopager
- Applicable unit Resident Inspector's office or home telephone number
- Non-applicable unit Resident Inspector's office or home telephone number

Date: _____ Time: _____ notified.

2. IF not able to contact the NRC Resident Inspector, notify the NRC Operations Center of inability to reach the Resident Inspector.

Part II

1. Refer to EPA-REF08B and notify the NRC Operations Center via ENS line or fax.

2. Provide information recorded on EPI-FAP07-003 to the NRC.

Date: _____ Time: _____ notified.

3. Attach this form to the Nuclear Incident Report Form (IRF).

4. Log NRC communications.

Docket Nos. 50-245
50-336
50-423
B18641

Attachment 19

Millstone Nuclear Power Station, Unit Nos. 1, 2 and 3

Emergency Procedures Implementing (EPI) Functional Administrative Procedure (FAP)
MP-26-EPI-FAP08, "Evacuation and Assembly"
Major Revision 0, Minor Revision 4

2/13/02
Approval Date

2/14/02
Effective Date

Document Action Request

SPG#
020314-110816

Initiated By: Patti Luckey Date 3/13/02 Department: EPD Ext.: 5474

Document No.: MP-26-EPI-FAP08 Rev. No.: 000 Minor 04

Title: Evacuation and Assembly

For New Documents only → QA RI Title

Reason for Request/Action (attach commitments, CRs, ARs, OEs etc)

AR 01000841-8

Continued

Select one if performing a change (See MP-05-DC-SAP01 sect 2.3 to determine type of change)

Intent Change (Tech IR, SQR Independent, RCD, Env Screen Required)
Other reviews may be required. See MP-05-DC-FAP 01.1 att 3

Edit Corr.:

Non-Intent Change
(Only Tech IR, SQR IR and Env. signature Required)

Editorial Correction Approval

TPC Interim Approval

Plant Mgmt Staff Member - Approval

(1) Plant Mgmt Staff Member Print/Sign/Date

(2) SM/SRO/CFH Print/Sign/Date

Procedure Request/Feedback Disposition

Priority: Perform Now Perform Later

Activity: Revision Minor Revision Cleanup Rev Biennial Review Cancellation Supercedure

See DC-GDL01 for guidance

TPC OTC Place in VOID

Reviews continued <input checked="" type="checkbox"/>	Print	Sign	Date	SQR Qualified			✓ If Comments
				Yes	No	Dept.	
50-54(8) <input checked="" type="checkbox"/>	KS 3/18/02 Tom Rigney/Kathy Burgess	Kathleen Burgess	3/13/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
Environmental SQR <input checked="" type="checkbox"/>	Kathleen Burgess	Kathleen Burgess	3/13/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
RCD <input checked="" type="checkbox"/>	Kathleen Burgess	Kathleen Burgess	3/13/02	<input checked="" type="checkbox"/>	<input type="checkbox"/>	EPD	
Licensing Basis <input type="checkbox"/>							
Tech Independent <input checked="" type="checkbox"/>	Kathleen Burgess	Kathleen Burgess	3/12/02	X		EPD	✓

An NRRL Update Required YES

1. SQR Program Final Review and Approval

Approval Disapproval

SQR Qualified Independent Reviewer / Date

Dept Head / Responsible Individual

Approval Date

2 Final Review and Approval

SORC

RI/DH (Ref Mans, GDLs, Handbooks)

DH / RI Sign

Meeting No

SORC Signature

DH / RI Signature

Approval Date

Effective Date: 3/21/02

**Functional
Administrative
Procedure**



Millstone Station

Evacuation and Assembly

MP-26-EPI-FAP08

Rev. 000-04

Approval Date: 3/18/02

Effective Date: 3/21/02



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1. **PURPOSE**

1.1 **Objective**

This procedure provides guidance for actions to protect and account for on-site personnel during an emergency.

1.2 **Applicability**

Any Unit 2 or 3 Shift Manager or the ADTS may initiate this procedure when warranted by actual or projected environmental, security, radiological, or operational conditions.

Activation of the Station Emergency Response Organization (SERO) is not required to use this procedure.

The affected unit will be the lead unit for implementation. Unit 3 is normally the lead unit for non-unit specific events.

1.3 **Supporting Documents**

MP-26-EPI-FAP01-001, "CR-DSEO Checklist"

MP-26-EPI-FAP02-001, "ADTS Checklist"

MP-26-EPI-FAP04-001, "DSEO Checklist"

MP-26-EPI-FAP15, "Common Forms"

MP-26-EPA-REF08B, "Millstone Emergency Plan Resource Book "

C OP 200.6, "Storms and other Hazardous Phenomena"

4

1.4 Discussion

This procedure provides guidance for on-site protective actions for a wide range of events which may include one or more of the following:

- Radiological release
- Fire, steam, or explosion hazards
- Chemical release, including truck or rail accident
- Storm or flood related hazards

Protective responses to a hazard may include one or more of the following:

- Development of a coordinated plan of action
- Pre-deployment of Security or Health Physics personnel or both
- Early dismissal of selected (non-essential) personnel
- Local area evacuations
- Sheltering personnel
- Accounting for personnel
- Evacuating the protected area or the site

1.4.1 General

Selecting protective actions and coordinating the resources needed to implement those actions is best coordinated through the input and assistance from several groups. Security provides the logistics to facilitate any protective actions involving the movement of personnel; unaffected units need to be informed of protective actions being implemented for operational considerations; and HP and/or Chemistry support the identification of hazardous areas in radiological events.

The time required to complete actions is an important component of on-site protective actions. On-site protection action decisions should consider the following, as appropriate:

- Radiological exposure
- Transportation accidents
- Injury
- Safety and control of plant operations
- Evaluation of constraining conditions (i.e., radiological, security, or chemical threats)
- Consequences of premature or delayed actions

Any of the following protective actions are predicated on the assumption that the conditions support the actions. Since all possible scenario combinations can not be predicted or proceduralized, timing and implementation of any protective action will be controlled by the SM or ADTS, as appropriate, for the specific situation at the time of the event.

1.4.2 Precautionary Dismissal of Non-Essential Personnel

A precautionary dismissal of non-SERO personnel occurs at the Alert level declaration and can be initiated from the Control Room or TSC. The ADTS or CR-DSEO can elect NOT to conduct the precautionary dismissal if the nature of the event warrants such judgement.

A precautionary dismissal directs all non-SERO Millstone employees, contractors, and visitors to leave the site.

1.4.3 Evacuation

A site evacuation is automatically initiated at the Site Area Emergency or General Emergency classification levels. Site evacuation may be called for at the Alert level classification; however, conditions which require a site evacuation are inherently defined as Site Area Emergency events and should be classified as such. Evacuation can be accomplished in about 30 minutes. (4)

Evacuation can involve the movement of large numbers of personnel outside of the Protected Area by keying out of the turnstiles at the NAP or SAP. Evacuation may warrant station egress control by Security. Following discussion with the Connecticut State Police and the Waterford Police Departments, Security will provide specific instructions to personnel in the parking areas as requested by off-site authorities. Following dismissal, station personnel may be directed to a specific location for monitoring and decontamination. Other situations which involve the evacuation of personnel from occupied localized areas onsite must be controlled on a case by case basis.

1.4.4 Local Area Evacuation

Local area evacuation is an evacuation of a building, area, unit, or multi-units for the immediate protection of station personnel from a hazard within a limited exposure potential. A local area evacuation needs to be initiated anytime personnel in an occupied area may be at risk from an identified hazard. It is a standard response for control room personnel to take actions immediately upon acknowledging the hazard. (4)

1.4.5 Sheltering

Sheltering is a short-term action taken in specific situations where there is insufficient time available to conduct an evacuation, where the hazard is short lived, or would threaten the safety of the evacuating population. If a release or hazard is projected to occur within 30-60 minutes, sheltering in place with subsequent staggered movement of personnel may be considered.

1.4.6 Assembly

Assembly occurs at the Alert emergency classification level or higher. Non-essential personnel are not involved in assembly activities. The Assembly Areas are used to coordinate the need for any immediate additional resources and to establish a SERO shift relief roster and schedule before personnel are dismissed from the area. (4)

There are two Assembly Areas, one located in the Bldg 475 Cafeteria and one located in the Simulator Foyer. These areas would be used by SERO personnel in the event of a declared emergency. The Cafeteria is designated for SERO personnel whose assigned emergency response facility (TSC, OSC, OSC AA, and Control Room) is inside the protected area. The Simulator Foyer is designated for SERO who report to the EOF. The Assembly Areas serve as "Holding Locations" for SERO personnel until such time as all necessary positions are filled, no need for special expertise or experience for the particular event has been identified, and second shift staffing rotations have been established. (4)

1.4.7 Accountability

Accountability is automatically conducted at a Site Area Emergency or General Emergency. Accountability may be conducted at the Alert level following SERO activation and the completion of the precautionary dismissal, at the discretion of the SM or ADTS. (4)

Accountability is the process of verifying the location of personnel who are inside the Protected Area. That is, any unaccounted for person that has keyed into the Protected Area (NAP/SAP) and is not keyed into a vital area, the TSC/OSC, or the OSC Assembly Area (cafeteria) will be identified as missing. Accountability is required to be completed within 45 minutes of its initiation (the names of any missing persons identified to the ADTS and announced over the PA). (4)

Accountability targets from the time of the announcement are as follows:

- Personnel have keyed in or notified CAS within 15 minutes.
- Unaccounted personnel have been identified within 30 minutes.
- Names of unaccounted personnel have been announced within 45 minutes.
- Personnel accountability inside the protected area is continuously maintained for the duration of the event.

1.4.8 Definitions and abbreviation are contained in Attachment 1, "Definitions and Abbreviations." Responsibilities are contained in Attachment 2, "Responsibilities." (4)

2. INSTRUCTIONS

2.1 Precautionary Dismissal

2.1.1 Assess the nature, probable cause, and duration of the hazard and perform the following: ④

- a. IF event is security related and a Security assessment has *not* been completed, delay the dismissal until the assessment is completed by Security.
- b. IF event is *not* security related OR a Security assessment had been completed, provide the SSS/MOS with all available information.
- c. Consider the status of SERO activation prior to the dismissal of personnel.

2.1.2 Contact SSS/MOS and MRCA to discuss the following:

- Additional personnel assigned to the NAP and SAP to assist in the egress of large numbers of personnel as necessary.
- Estimated time to pre-position personnel to support the dismissal.
- Existence of any local area or site access restrictions. ④
- Need to sweep areas outside the protected area.

2.1.3 Notify the following of planned actions and announcements:

- a. The DSEO and the ADTS if the SERO is in the process of activation.
- b. The unaffected unit control room.

2.1.4 Perform the following:

- a. Activate the outside speakers.
- b. Select station public address system (priority page or 810).
- c. Announce the following:

Attention all personnel. Attention all personnel. All non-SERO employees, contractors and visitors leave the site at this time. ④

- d. Repeat the announcement.
- e. Log the time the announcement was completed.

2.1.5 IF the public address system is inoperable, consider using the following as alternatives for personnel notification:

- Security sweeps using bull horns
- HP personnel
- O&M radios

4

2.1.6 WHEN the precautionary dismissal has been completed, DIRECT SSS/MOS to perform accountability.

2

2.2 Sheltering

2.2.1 IF the event involves a situation where an evacuation may not be possible (i.e., Security-related, weather-related, fire, toxic gas), perform the following:

- a. Consider the following and determine the nature of the constraint:
 - Not enough time to conduct an evacuation (weather-related, rad release).
 - Short-lived hazard (chemical, toxic gas)
 - Radiological release
 - Evacuation would threaten the safety of the evacuees
 - Intrusion by a hostile force
- b. IF SERO is staffed, contact the following to discuss course of action :
 - For radiological-related, MRCA
 - For security-related, MOS
 - EOF DSEO
- c. Inform unaffected unit of the event and sheltering actions planned.

2.2.2 Refer To Attachment 3, "Examples of On-Site Protective Actions and Announcements," and prepare announcement.

2.2.3 Ensure outside speakers are activated.

2.2.4 Select the station public address system (priority page or 810) and announce the sheltering instructions.

2.2.5 Log the time of announcement.

④

2.3 Evacuation

NOTE

Evacuation is automatically conducted at a Site Area Emergency or General Emergency unless constraints exist. Other situations which involve the evacuation of personnel from occupied localized areas onsite must be controlled on a case by case basis.

4

1

2.3.1 Assess the nature, probable cause, and duration of the hazard.



Movement of personnel should consider potential on-site and off-site constraints.

- a. IF the evacuation is constrained (i.e. security related, weather related, fire or toxic gases) consider delaying evacuation until an assessment has been completed.

2.3.2 Direct the SSS/MOS to perform the following:

- a. Inform Waterford Dispatch of time and purpose of any planned on-site siren activation.
- b. Establish and maintain traffic control with the Waterford and Connecticut State Police departments.

2.3.3 Perform the announcement over the public address system as follows:

- a. Activate the outside speakers.
- b. Sound the Evacuation Alarm for 30 seconds.
- c. Select station public address system (priority page or 810).
- d. Announce the following:

Attention all personnel, Attention all personnel, All non-SERO employees, contractors, and visitors evacuate the site at this time. Security initiate accountability.

- e. Repeat the announcement.
- f. Log the time of the announcement.

4

2.3.4 IF public address system is inoperable, consider using the following as alternatives for personnel notification:

- Security sweeps using bull horns
- HP personnel
- O&M radios

2.3.5 Direct the SSS/MOS to perform the following:

- a. Coordinate security patrols to sweep the open areas, outdoors, and buildings outside the Protected Area to ensure the message has been received.
- b. Verify personnel are moving as instructed and report back on the status.
- c. Provide accountability results within 30 minutes if not previously conducted.

2.4 Accountability

- 2.4.1 Upon direction of the ADTS or declaration of a Site Area Emergency or General Emergency, direct CAS to implement accountability procedures. (4)
- 2.4.2 Within 15 to 25 minutes after station announcement, ensure CAS has run an area summary report or similar printout to account for personnel in the protected area.
- 2.4.3 Within 30 minutes of the announcement to conduct accountability, perform the following:
- a. Obtain the missing persons report.
 - b. Determine the approximate number of personnel who are unaccounted for by badge or telephone call.
 - c. Notify the ADTS of the results.
- 2.4.4 IF personnel are unaccounted for in the Protected Area, provide the ADTS with the following:
- Name of missing individual
 - Last known location of missing individual
 - Special access requirements for intended search and rescue route

NOTE

Announcement by name in 45 minutes fulfills the initial accountability commitment.

- 2.4.5 Announce the names of unaccounted personnel over station PA system.
- 2.4.6 Coordinate with the MOSC to initiate the dispatch of Search and Rescue Teams to locate any unaccounted for personnel.
- 2.4.7 Maintain continuous accountability of personnel within the protected area until directed otherwise by the ADTS.

2.5 Assembly

2.5.1 Dispatch the ERC to the Simulator Foyer Assembly Area.

2.5.2 Direct the ERC (in the Simulator Foyer) and the MOSC (in the OSC Assembly Area) to establish a roster of personnel which contains the following information:

- a. Name
- b. SERO position
- c. Home or point of contact number

2.5.3 IF any minimum staffing positions are not filled, perform the following:

- a. Obtain qualified personnel from the OSC Assembly Area or Simulator Foyer Assembly Area.
- b. IF qualified personnel are not available from the Assembly Areas, Refer To MP-26-EPA-REF08B, "Millstone Emergency Plan Resource Book," and notify an individual for each unstaffed position. ④
 - Refer To EPI-FAP15-011, "Fitness for Duty Questionnaire," and determine if notified personnel are fit for duty.
 - IF notified personnel are determined fit for duty, request personnel to report to the EOF.
 - Upon arrival, coordinate access for the responders into the Protected Area with Security as necessary.

2.5.4 Determine if any of the emergency facilities require the assistance of additional personnel and coordinate their movement as necessary.

2.5.5 IF any augmented positions are not filled, perform the following:

- a. Obtain qualified personnel from the OSC Assembly Area or Simulator Foyer Assembly Area.
- b. IF qualified personnel are not available from the Assembly Areas, Refer To MP-26-EPA-REF08B, "Millstone Emergency Plan Resource Book," and notify an individual for each unstaffed position. ④
 - Refer To EPI-FAP15-011, "Fitness for Duty Questionnaire," and determine if notified personnel are fit for duty.
 - IF notified personnel are determined fit for duty, request personnel to report to the EOF.
 - Upon arrival, coordinate access for the responders into the Protected Area with Security as necessary.

2.5.6 Begin a first relief roster and schedule for the Emergency Response Facilities from the assembled personnel.

2.5.7 Release personnel from the Assembly Areas as soon as possible as follows:

- a. Ensure personnel released from the Assembly Areas are directed to Stand-by their point of contact for further information and instructions.
- b. Coordinate the release of personnel with the MOS (Security is in contact with local law enforcement for egress and access logistics).
- c. Inform the DSEO when all personnel have been released from the Assembly Areas.

2.5.8 Discuss establishing a staging area for personnel and resources outside the 10 mile EPZ with DSEO as conditions warrant.

3. SUMMARY OF CHANGES

3.1 **Revision 000-04**

3.1.1 Minor editorial changes.

3.1.2 Added Section 2.2, Sheltering.

3.1.3 Added definitions to Attachment 1, "Definitions and Abbreviations."

3.1.4 Added example to Attachment 3, "Examples of Onsite Protective Actions and Announcements," for situations which may require sheltering.

3.2 **Revision 000-03**

3.2.1 Deleted sentences directing SERO personnel to the Simulator Foyer in first paragraph under steps 1.4.3 and 1.4.6.

3.3 **Revision 000-02**

3.3.1 Changed the word "director" to "direct" in step 2.1.6.

3.4 **Revision 000-01**

3.4.1 Added the words "unless constraints exist" to clarify the evacuation.

3.5 **Revision 000**

3.5.1 Original issue

Attachment 1

Definitions and Abbreviations

(Sheet 1 of 2)

Accountability - Accountability is used to determine if personnel are missing. A census of personnel in the protected area completed within 45 minutes.

ADTS - Assistant Director Technical Support

④

Affected Area - Location requiring protective response to include level, building, unit, open area, or site.

CAS - Central Alarm Station

④

DSEO - Director of Station Emergency Operations

EPZ - Emergency Planning Zone

④

ERC - External Resources Coordinator

Essential Personnel - Personnel directly engaged in actions required to safely operate, monitor plant functions, or mitigate accident events. Security, HP, and other personnel directed by managers. This includes emergency plan on-call and subject to call, on-shift security, HP and other personnel as directed.

MOS - Manager of Security

MRCA - Manager Radiological Consequence Assessment

NAP - North Access Point

OSM - Operations Shift Manager

④

Owner Controlled Area - All station property excluding the protected area.

PA - Protected Area

④

Protected Area - The area inside the security fence where access is controlled by security.

Protected Area Evacuation - Leaving the protected area to a designated assembly area.

SAP - South Access Point

Attachment 1

Definitions and Abbreviations

(Sheet 2 of 2)

Sheltering - Staying inside a structure with doors, windows, and exterior ventilation closed.

Site Evacuation - Leaving the protected area and existing the owner controlled property.

SM - Shift Manager

SSS - Security Shift Supervisor

TSC - Technical Support Center

4

Attachment 2 Responsibilities

(Sheet 1 of 1)

1. The Security Shift Supervisor/Manager of Security is responsible for coordinating accountability, site access control, traffic control, and assembly areas. | ④
2. The HP Manager or MRCA is responsible for providing radiological assessment and guidance concerning protective recommendations.
3. The Manager of Resources is responsible for coordinating the control and release of personnel at the Assembly Areas.
4. The following managers and staff may be designated by the Shift Manager or DSEO to support implementation of this procedure:
 - MRCA (chemical release)
 - Shift Technician or alternate designee (announcements)
 - HP Technicians (decontamination at access and assembly points)
 - Security (accountability, crowd control)

Attachment 3
Examples of On-Site Protective Actions and Announcements

(Sheet 1 of 3)

Example 1: Approaching Hurricane (station-wide, late onset, long duration)

- Objectives: a) Early release of all but essential personnel
- b) Prepare essential personnel for long-term staffing during storm

Sample Announcement

ATTENTION ALL PERSONNEL! ATTENTION ALL PERSONNEL! Hurricane conditions are projected to reach the site within 24 hours. Personnel not on call or involved in plant safety, security, or operations may leave work at 2 pm today and are excused from regular work tomorrow. All on-call SERO and operations personnel: plan to report to your assigned locations by 10 am tomorrow for the duration of the storm. Additional information will be provided.

- Follow-up: a) As storm approaches, warn all personnel to remain indoors.
- b) Announce restoration of normal conditions when appropriate.

Example 2: Radiological or Chemical Release (onset <30 minutes, duration <30 minutes)

- Objectives: a) Avoid affected areas
- b) Prompt sheltering (no time to complete assembly)

Sample Announcement

ATTENTION ALL PERSONNEL! ATTENTION ALL PERSONNEL! A brief radiological (or chemical) release from the main stack is projected to start in 15 minutes. ALL PERSONNEL! Avoid the stack and the unit ____ turbine building. Take shelter indoors; secure windows, doors and unnecessary ventilation. STAND BY FOR ADDITIONAL INSTRUCTIONS.

④

- Follow-up: a) Ensure Environmental Laboratory, SGRP, other buildings outside fence are notified (security walk through or phone call)
- b) Announce restoration of normal conditions when appropriate.

Attachment 3
Examples of On-Site Protective Actions and Announcements

(Sheet 2 of 3)

Example 3: Radiological Release (onset >30 minutes, duration >30 minutes)

- Objectives: a) Accountability within 45 minutes
- b) Retention of essential personnel

Precondition: SERO activation already announced (Alert Charlie-One or higher declared)

Sample Announcement

ATTENTION ALL PERSONNEL! ATTENTION ALL PERSONNEL! A radiological release may occur in (x) hours. HP personnel assemble in the (cafeteria/NAP/SAP). Inside the protected area, evacuate now. All personnel remaining in the protected area - key in now.

- Follow-up: a) Ensure Security uses bullhorn to retain HP, SERO, other crafts or trades at assembly areas as directed by MOR.
- b) Ensure off-site notifications are performed.
- c) Coordinate release of personnel from assembly points (NAP, SAP).

Example 4. Security Event (Intrusion by a hostile force)

- Objectives: a) Avoid injury to station personnel
- b) Prompt sheltering

ATTENTION ALL PERSONNEL! ATTENTION ALL PERSONNEL! There is a [insert nature of constraint (e.g., Security event)] _____ occurring at the station. Avoid the _____ until further notice. Take shelter indoors. Close windows and doors and stay clear of windows. Do not leave the building. Stand by for additional instructions.

- Follow-up: a) Warn personnel to avoid specific areas onsite and remain indoors.
- b) When appropriate, announce termination of hostile situation.

Attachment 3
Examples of On-Site Protective Actions and Announcements

(Sheet 3 of 3)

Example 5. Evacuation of Site (radiological release in progress, conditions degrading)

- Objectives:
- a) Emergency event declared
 - c) Off-site notifications are performed
 - d) Security notified to allow evacuation

Sample Announcement

ATTENTION ALL PERSONNEL! ATTENTION ALL PERSONNEL! Plant conditions are degrading. A site evacuation has been ordered. Personnel at NAP will be released, in groups, by security. Personnel at SAP, stand by. Avoid all areas east and south of the main stack. All personnel remaining in the protected area - key in now.

- Follow-up:
- a) Provide follow-up message and transportation for personnel at SAP who can not reach cars without passing release point (in this case, stack).