

Entergy

Indian Point 3

AP-18.1

Attachment 1

Revision 10

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TO: NRC

CONTROL COPY NO.: Doc Control Desk

FROM: EMERGENCY PLANNING

DATE: 04/9/02

SUBJECT: Emergency Planning Implementing Procedures

The enclosed revisions are for your controlled copy of the IP-3 Emergency Plan. Please discard old sheets, insert new sheets, initial/date this transmittal and return it to the IP-3 DOCUMENTS DEPARTMENT. If you have any questions regarding these changes, call Emergency Planning (x8318/271-7418).

Thank you.

Volume III - Emergency Planning Implementing Procedures

OLD

NEW

Table of Contents 3/02
IP-1050 Rev. 26 3/02

Table of Contents 4/02
IP-1050 Rev. 27 4/02

I acknowledge the receipt of these revisions to the IP-3 Emergency Plan.

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(Date)

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10	SHIFT MGR. (LUB-001-GEN)	OPERATIONS	IP3
11	CONTROL ROOM & MASTER	OPS (3PT-D001-D006 ONLY)	IP3
12	COMPUTER SERVICES MANAGER	COMPUTER SERVICES	45-2-E
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ENTERGY NUCLEAR NORTHEAST
INDIAN POINT NO. 3 NUCLEAR POWER PLANT
EMERGENCY PLAN - VOLUME III
IMPLEMENTING PROCEDURES

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INDIAN POINT NO. 3 NUCLEAR POWER PLANT
EMERGENCY PLAN - VOLUME III
IMPLEMENTING PROCEDURES

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EMERGENCY PLAN PROCEDURES

PROCEDURE NO. IP-1050

REV. 27

TITLE: ACCOUNTABILITY

THIS PROCEDURE IS TSR



THIS PROCEDURE IS NOT TSR



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EFFECTIVE DATE:

4/11/02

PROCEDURE USE IS
REFERENCE

ACCOUNTABILITY

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IP-1050

ACCOUNTABILITY

1.0 PURPOSE

This procedure describes actions to be taken to account for all Indian Point Energy Center (IPEC) personnel during an emergency.

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2.0 RESPONSIBILITIES

- 2.1 To initiate the accountability process, the Site Assembly Alarm is sounded by the Control Room (CR) at the Site Area Emergency, General Emergency, or at the discretion of the Emergency Director (ED).
- 2.2 The Security Shift Supervisor is designated Lead Accountability Officer (LAO) and is responsible for accounting for all IPEC personnel.
- 2.3 In accordance with this procedure, Clerks are responsible for performing accountability in their assigned Assembly Area and/or Emergency Response Facility (ERF).
- 2.4 Security is responsible for accounting for Security personnel, dispatching a security officer to canvas the IP3 owner control area to ensure all personnel are reporting to their ERF's and the Indian Point Training Center (IPTC), unlocking the IPTC during off-hours. Security will also serve as the IPTC point of contact (Accountability Officer) with the LAO during off-hours, if available.
- 2.5 When an ALERT has been declared or when ERFs have been activated, non-essential personnel (personnel who do not have specific emergency response duties at IPEC) and Contractors are responsible for reporting to the IPTC or the Energy Education Center (EEC).
- 2.6 Upon arrival to the ERF, Emergency Response Organization (ERO) personnel are responsible for carding-in and/or reporting to the ERF Clerk.

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3.0 REFERENCES

- 3.1 IP-1053, "Evacuation of Site"
- 3.2 Volume II, Appendix C, "Emergency Response Facility Telephone List"

4.0 PROCEDURE

NOTE

The steps in this procedure are not required to be performed in sequence.

- 4.1 At the ALERT Emergency or when the ERFs have been activated, REPORT to your ERF, the IPTC or EEC.

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NOTE

Repair and Corrective Action Teams and Nuclear Plant Operators (NPOs) performing critical work in the field, and the NPO in the Primary Auxiliary Building (PAB) are not required to report to their ERF. Instead, they shall contact their ERF and report their location. For telephone numbers, see Volume II, Appendix C, "Emergency Response Facility Telephone List".

- 4.2 Accountability will be initiated at the Site Area or General Emergency or at the discretion of the Emergency Director (ED).
- 4.3 USE the appropriate attachment, listed below, for specific Assembly Area/ERFs accountability functions.
- A. Attachment 5.2, "Lead Accountability Officer (LAO)"
 - B. Attachment 5.3, "Emergency Response Facility Accountability"
 - C. Attachment 5.4, "Radiological Meter Checklist"

5.0 ATTACHMENTS

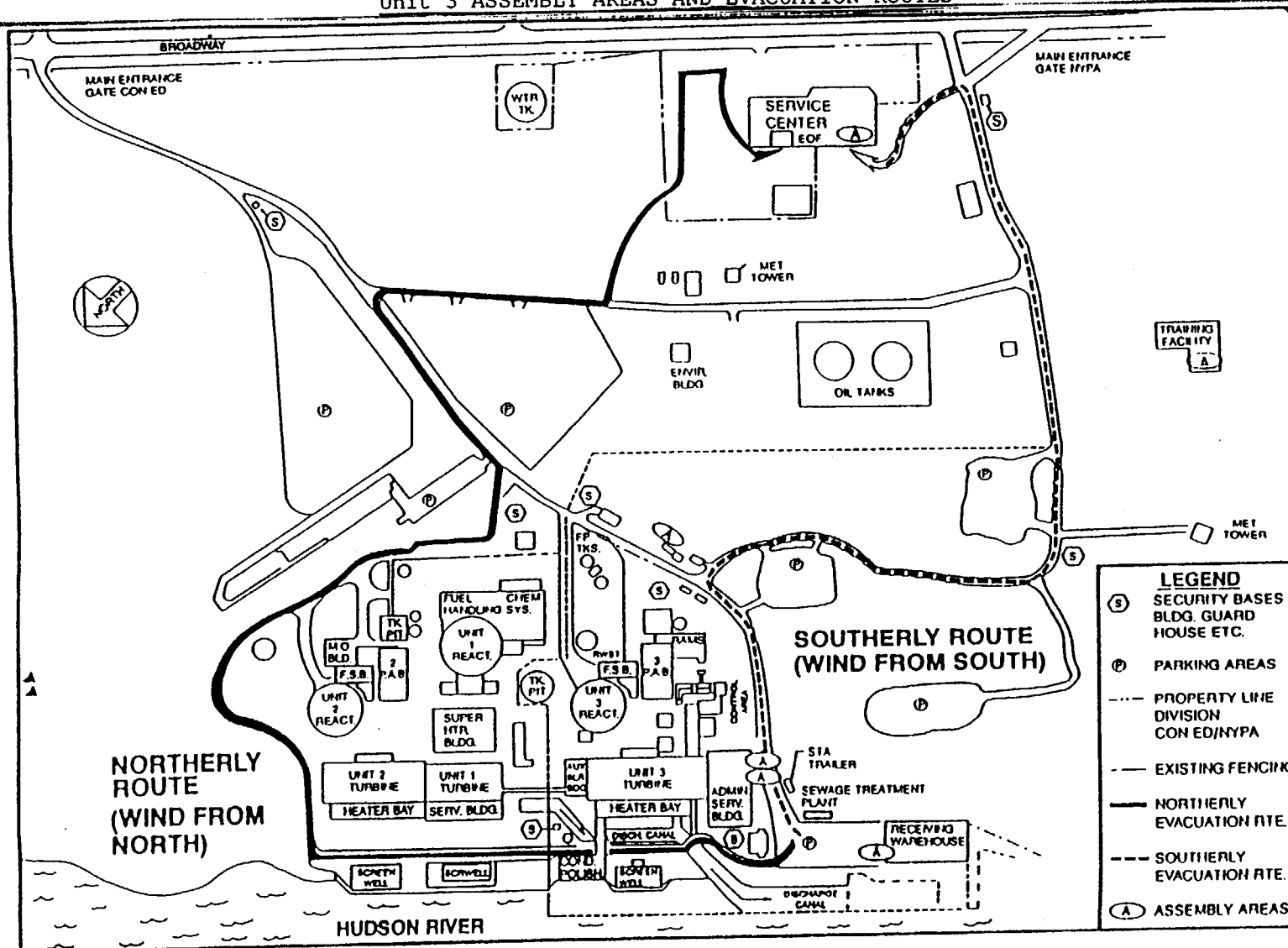
- 5.1 Unit 3 Assembly Areas and Evacuation Routes
- 5.2 Lead Accountability Officer (LAO)
- 5.3 Emergency Response Facility Accountability
- 5.4 Radiological Meter Checklist

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END OF TEXT

ATTACHMENT 5.1

Unit 3 ASSEMBLY AREAS AND EVACUATION ROUTES



ATTACHMENT 5.2

LEAD ACCOUNTABILITY OFFICER (LAO)

NOTE

Assembly Area telephone numbers are listed in Volume II, Appendix C.

1. PERFORM the following actions at an ALERT Emergency or as soon as accountability is initiated:
 - a. ENSURE the accountability card readers are activated. IF card readers are inoperable, THEN request the Visitor List from Security.
 - b. VERIFY the phones and fax machines are functional.
 - c. SET UP and TEST radiological equipment in accordance with Attachment 5.4, "Radiological Meter Checklist".
 - d. LISTEN for announcements over the Public Address (P.A.) System.
 - e. IF the P.A. cannot be heard and/or equipment is inoperable, THEN call the OSC Manager for repair (see Volume II, Appendix C for telephone numbers.)
 - f. ENSURE personnel staffing the EOF are permitted to exit the Protected Area without delay.
2. When accountability is called for, commence performing accountability as follows:

NOTE

The Indian Point Training Center and Energy Education Center are the Assembly Areas for non-essential personnel. During off-hours, send a Security Officer to the Training Building to be the point of contact with the LAO, if available.

During on-hours, contact one of the IPTC Hallway Monitors and Energy Education Center Assembly Area Coordinators (see Volume II, Appendix C for telephone numbers).

- a. DISPATCH a Security vehicle to canvas the Unit 3 owner-controlled area and check buildings to ensure all individuals have gone to the IPTC or their ERF and ensure Site access is secured.
- b. When card reader activity level has decreased (noted by either physical observation or card reader indication), but no later than 15 minutes after sounding of the Site Assembly Alarm, GENERATE an 'unaccounted for personnel list', from the POSA computer, sorted by Unit 2 personnel badge numbers and FAX to the Unit 2 Emergency Plant Manager, or designee, (via the Unit 2 OSC Manager) during on hours or the Unit 2 Shift Manager (Control Room) during off hours. Establish communications to ensure fax was received. Then GENERATE a Unit 3 'unaccounted for personnel list'.

ATTACHMENT 5.2

LEAD ACCOUNTABILITY OFFICER (LAO) (CON'T).

NOTE

Once Unit 3 has generated the missing persons list for Unit 3 and the Unit 2 Emergency Plant Manager during on hours or the Unit 2 Shift Manager (Control Room) during off hours declares that Unit 2 has generated the missing persons list for Unit 2, accountability is **COMPLETE**. This list must be generated within 30 minutes of the initiation of Accountability.

- c. Request a fax of the Unit 2 missing persons list, if required.
 - d. NOTIFY the Unit 3 ED (via the Unit 3 EOF Onsite Radiological Communicator) or the Unit 2 Emergency Plant Manager (via the Unit 2 OSC Manager) during on hours or the Unit 2 Shift Manager (Control Room) during off hours if there are any persons not accounted for in the protected area. See Volume II, Appendix C for the telephone numbers.
3. Attempt to locate the missing persons by:
 - calling the Unit 2 OSC Manager to make PA announcements
 - using the PA system
 - calling the Unit 3 OSC/TSC/Control Room
 4. INFORM the following when/if the missing persons have been found. (see Volume II, Appendix C for telephone numbers.)
 - ED (via EOF Onsite Radiological Communicator) or
 - Unit 2 Emergency Plant Manager (EPM) (via the Unit 2 OSC Manager) during on hours or the Unit 2 Shift Manager (Control Room) during off hours.
 5. UPDATE the IPTC Hallway Monitor and Energy Education Center Assembly Area Coordinator of the plant status and radiological conditions (see Volume II, Appendix C for telephone numbers.)
 6. If radiation levels in the Assembly Area are greater than 10 mR/hr, then CONTACT the H.P. Team Leader in the OSC for direction (see Volume II, Appendix C for telephone numbers.)
 7. REVIEW IP-1053, "Evacuation of Site".

ATTACHMENT 5.3

EMERGENCY RESPONSE FACILITY ACCOUNTABILITY

NOTE

The steps in this Attachment are typically completed by the Facility Clerk.

The following Emergency Response Facilities (ERFs) are staffed at an ALERT Emergency or higher. These ERFs are the Assembly Areas for the personnel listed below. The Control Room (CR), Technical Support Center (TSC) and Operations Support Center (OSC) are equipped with accountability card readers.

- CR - All Watch and non-watch Operations personnel, report to the CR and card into the accountability card reader.

If you experience problems while carding in, THEN REPORT to the Facility Clerk.
 - TSC (2nd Floor Administration Building) - All TSC designated and trained personnel report to the TSC, card into the accountability card reader.

If you experience problems while carding in, THEN REPORT to the Facility Clerk.
 - OSC (2nd Floor Administration Building) - All OSC designated and trained personnel report to the OSC, card into the accountability card reader.

If you experience problems while carding in, THEN REPORT to the Facility Clerk.
 - EOF (Service Center) - All EOF designated and trained personnel report to the EOF and sign in.
1. PERFORM the following actions in the CR, TSC and OSC at the ALERT Emergency or as soon as accountability is initiated:
 - a. ENSURE operability of the card reader.
 - 1) SWIPE Security badge through slot at bottom of the reader.
 - 2) WATCH top red light change from red to green and then back to red.
 - b. VERIFY the accountability phone is functional.
 2. PERFORM accountability as follows:
 - a. If necessary, IDENTIFY yourself as the Accountability Officer/Clerk.
 - b. ENSURE all personnel entering the ERF card into the accountability card reader (CR, TSC and OSC only).

ATTACHMENT 5.3

EMERGENCY RESPONSE FACILITY ACCOUNTABILITY (CON'T.)

- c. ACCOUNT for personnel. CONTACT supervisors to account for their personnel.
 - d. NOTIFY LAO of personnel on teams (if any) dispatched during the accountability process.
 - e. Call the LAO if anyone experiences card reader problems. (CR, TSC and OSC only).
 - f. CALL the LAO if you hear a page for someone you know is in your area (CR, TSC and OSC only).
 - g. CONTROL Assembly Area/ERF accountability at a single access point.
3. IF the card readers are inoperable, CONDUCT manual accountability as follows:

NOTE

Manual accountability should be completed as soon as possible/within 20 minutes of the call for accountability.

- a. Identify who is missing by using the Accountability List (located in your position book).
- b. When manual accountability is completed, NOTIFY the LAO.

ATTACHMENT 5.4

RADIOLOGICAL METER CHECKLIST

~~~~~  
CALL THE LAO IF ANY READING IS GREATER THAN 10 mR/HR. ON ANY METER.  
(See Volume II, Appendix C for telephone numbers)  
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THE FIXED LOCATION LUDLUM 300 G.M. METER

1. VERIFY operability of the Ludlum-300 meter by observing illumination of the green light on the front panel. This light may flash to red periodically but this is normal.
2. IF meter ALARMS, THEN:
 - a. UNLOCK cabinet (combination is 8-5-6-8).
 - b. PUSH the lock in and then pull out to unlock.
 - c. OPEN cabinet.
 - d. PUSH button marked RESET.
 - e. CALL the LAO for any readings greater than 10 mR/hr.

THE FRISKER (RM-14)

1. VERIFY operability of the frisker as follows:
 - a. PLUG into standard wall outlet or use internal battery.
 - b. MOVE switch clockwise to BATT.
 - c. CHECK that the needle moves into the BATT OK range. IF it does not, THEN CALL the LAO.
 - d. MOVE switch to the X1 position.
 - e. ENSURE the following:
 - 1) TURN UP volume control all the way right (clockwise).
 - 2) PLACE switch marked RESPONSE in the SLOW position.
 - 3) VERIFY operability by holding the probe next to the source (on side of frisker) until the alarm sounds. The alarm should sound when the frisker reads approximately 250. IF this is not the case, THEN lower the frisker alarm setpoint (on back of frisker.)
 - 4) NOTE background reading.
 - 5) PLACE the probe on its side next to the frisker.
2. IF radiological conditions exist, THEN do the following:
 - a. INSTRUCT all personnel to frisk prior to entering Assembly Area.
 - 1) FRISK hands first before picking up probe.
 - 2) START at head and work down the body keeping the probe about a 1/2" away from body.
 - 3) MOVE probe slowly (about 3"/second).

ATTACHMENT 5.4

RADIOLOGICAL METER CHECKLIST

- 4) FRISK bottom of feet last.
- b. CONTACT LAO concerning contaminated personnel who show count rates greater than 100 cpm above background.

PORTABLE SURVEY INSTRUMENT (E-520/E-530 GEIGER COUNTER)

- 1. CHECK operability of the meter as follows:
 - a. MOVE the switch clockwise to the position marked BATT.
 - b. CHECK that the needle moves into the BATT OK range on the bottom scale.
IF it does not, THEN CALL the LAO.
- 2. SURVEY Assembly Area as follows:
 - a. MOVE the switch to the X1 position if battery is good.
 - b. WALK around the area while watching the meter.
 - c. READ the top scale (0-20 mR/hr).
 - d. IF any reading is GREATER THAN 10 mR/hr., THEN CALL the LAO.

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