

May. 27, 2002

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104 - 104 - RADIATION PROTECTION COORDINATOR (RPC):
EMERGENCY PLSN-POSITION SPECIFIC PROCEDURE

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EP-PS-104

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| ADD: | EP-PS-104-M, R4 |

PROCEDURE COVER SHEET

| | | | | |
|---|--|---|--|--|
| PPL SUSQUEHANNA, LLC | | NUCLEAR DEPARTMENT PROCEDURE | | |
| <p>RADIATION PROTECTION COORDINATOR:</p> <p>Emergency Plan Position Specific Instruction</p> | | | | <p>EP-PS-104</p> <p>Revision 14</p> <p>Page 1 of 4</p> |
| <p><u>QUALITY CLASSIFICATION:</u></p> <p><input type="checkbox"/> QA Program <input checked="" type="checkbox"/> Non-QA Program</p> | | <p><u>APPROVAL CLASSIFICATION:</u></p> <p><input type="checkbox"/> Plant <input type="checkbox"/> Non-Plant</p> <p><input checked="" type="checkbox"/> Instruction</p> | | |
| <p>EFFECTIVE DATE: <u>05/24/02</u></p> <p>PERIODIC REVIEW FREQUENCY: <u>Two Years</u></p> <p>PERIODIC REVIEW DUE DATE: <u>05/24/04</u></p> | | | | |
| <p><u>RECOMMENDED REVIEWS:</u></p> <p>All</p> | | | | |
| <p>Procedure Owner: <u>Nuclear Emergency Planning</u></p> <p>Responsible Supervisor: <u>Primary Radiation Protection Coordinator</u></p> <p>Responsible FUM: <u>Supervisor-Nuclear Emergency Planning</u></p> <p>Responsible Approver: <u>General Manager-Plant Support</u></p> | | | | |

RADIATION PROTECTION COORDINATOR (RPC):

Emergency Plan-Position
Specific Procedure

WHEN: Technical Support Center (TSC) is activated

HOW NOTIFIED: Paged, phone backup

REPORT TO: TSC Emergency Director

WHERE TO REPORT: TSC

OVERALL DUTY:

Quantify and assess radiological conditions both on- and off-site, then recommend emergency classification and protective actions.

MAJOR TASKS:

TAB:

REVISION:

| | | |
|--|-------|---|
| Obtain briefing on the emergency. | TAB A | 2 |
| Activate TSC Health Physics group and, if needed, request EOF activation. | TAB B | 4 |
| Make sure initial habitability is assessed. | TAB C | 6 |
| Take inventory of information required to analyze the radiological situation. | TAB D | 4 |
| Brief Emergency Director in the TSC on what you know about radiological conditions and Health Physics staff. | TAB E | 1 |
| Assess emergency classification and confirm or recommend changes to the Emergency Director. | TAB F | 4 |
| Assess and recommend protective actions to the Emergency Director. | TAB G | 8 |
| Communicate with DEP/BRP. | TAB H | 4 |
| Continue assessing radiological situation, updating Emergency Director, TSC staff, and Health Physics staff. | TAB I | 6 |
| Evaluate and approve emergency exposure extensions. | TAB J | 1 |

| MAJOR TASKS: | TAB: | REVISION: |
|--|-------|-----------|
| Manage turn over to the next shift. | TAB K | 0 |
| Manage vehicle decontamination. | TAB L | 1 |
| Transfer Back Calculations, and responsibility for DEP/BRP communications to the EOF. | TAB M | 3 |

SUPPORTING INFORMATION:**TAB:**

| | |
|---|--------|
| Emergency Telephone Instructions | TAB 1 |
| Emergency Organization | TAB 2 |
| Response Levels for Protection Action Guides | TAB 3 |
| SSES Contamination Response Plan | TAB 4 |
| Emergency Facility Form Flow | TAB 5 |
| Emergency Classification | TAB 6 |
| Public Protective Action Recommendation Guide | TAB 7 |
| PPL Emergency Personnel Dose Assessment and Protective Action Recommendation (PAR) Guide | TAB 8 |
| TSC Rad Staff Responsibilities | TAB 9 |
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| Emergency Exposure Extensions | TAB 11 |
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| Liquid Discharge Data Sheets | TAB 14 |
| PPL Radiological Representation/Participation in FRMAC | TAB 15 |

REFERENCES:

SSES Emergency Plan

NUREG-0654, Planning Standards and Evaluation Criteria

NUREG-0731, Guidelines for Utility Management Structure and Technical Resources,
September 1980

SP-00-308, Emergency Medical Response

MAJOR TASK:

Obtain briefing on the emergency.

SPECIFIC TASKS:

HOW:

- | | |
|--|---|
| <p>1. Go to the TSC and talk with Emergency Director or Operation Coordinator and HP II Dose Calculator.</p> <p>2. Inform Emergency Director and Administrative Coordinator of your arrival.</p> <p>3. Determine need or status of additional personnel such as Health Physics management, technicians, or EOF responders.</p> <p>4. Obtain copies of any Protective Action Recommendation Forms.</p> <p>5. Determine the status of any communications to DEP/BRP.</p> | <p>1a. Key questions might include:</p> <ul style="list-style-type: none">(1) Is there a release?(2) Status of OSCAR? (Dispatch, if necessary.)(3) Are on-shift Health Physics Technicians available? in Control Room?(4) Get some indication from Emergency Director about what the plant's radiological status is. Consider:<ul style="list-style-type: none">(a) Indication of fuel damage.(b) High rad areas in plant.(c) Accident type.(d) Current met data.(e) Plume pathway.(f) Release data.(g) ARMs. <p>3a. Discuss manpower requirements with the Health Physics Specialist, (Health Physics Duty Foreman).</p> <p>NOTE: Minimum staffing requirements are ten Health Physics Technician qualified personnel.</p> <p>3b. Request the Health Physics Specialist to call-out additional Health Physics support, as needed.</p> |
|--|---|

MAJOR TASK:

Activate TSC Health Physics group and, if needed, request EOF activation.

SPECIFIC TASKS:

HOW:

1. Check status of people who work for you.

- 1a. Look for whether they are:

- (1) In TSC?
- (2) Through their setup steps?
- (3) Doing their jobs?
(Especially OSCAR.)

- 1b. Find out any relevant information they have.

HELP

TSC Rad Staff Responsibilities
See TAB 9

- 1c. Determine that the following are present or accounted for:

- (1) HP II Dose Calculator. *
- (2) OSCAR. (HP Tech 1) *
- (3) TSC Dose Calculator.
- (4) Health Physics Specialist.
- (5) Health Physics Radioman.
- (6) HPN Communicator.
* minimum staffing

HELP

Emergency Organization
See TAB 2

NOTE:

Administrative Coordinator calls-out HPN Communicator once TSC is activated.

SPECIFIC TASKS:

HOW:

- | | |
|---|---|
| 2. Brief TSC Health Physics staff on what you learned from the Emergency Director. | 2a. Specifically, you might include: <ul style="list-style-type: none">(1) Rad conditions in plant.(2) If there is accountability.(3) Accident type.(4) Any release.(5) Status of supplemental crews. |
| 3. Ensure set-up of in-plant team preparation area. | 3a. Verify this with Health Physics Specialist. |
| 4. Provide support, when required, to the "EMERGENCY MEDICAL RESPONSE, SEARCH/RESCUE TEAM." | 4a. Reference SP-00-308 (Emergency Medical Response). |
| 5. Request activation of the EOF if additional resources are needed. | 5a. EOF is automatically activated when an Alert is classified. 5b. Request the Emergency Director to activate the EOF if additional resources are needed. |

MAJOR TASK:

Make sure initial habitability is assessed.

SPECIFIC TASKS:

HOW:

1. Check that initial habitability is assessed in the TSC, Control Structure, Chem Lab In-plant Team Staging Area and Accountability Areas.

- 1a. Upon TSC activation, assess habitability based on:

- (1) CREOASS rad and chlorine monitors.

NOTE:

Chem Lab ventilation has no filters or recirculation system for airborne/chlorine protection.

- (2) TSC rad Conditions.
(3) In-plant ARM/CAMS.
(4) SPING and wind direction.

2. See that initial habitability is assessed at other inhabited areas if warranted by radiological conditions.

- 2a. Consider habitability at other inhabited areas such as:

- (1) North Gate house.
(2) South Gate house.
(3) West Building.
(4) Energy Information Center.
(5) Nuclear Learning Center.
(6) Ecology III.
(7) White House.
(8) Sewage Treatment Plant.
(9) Access Processing Facility.
(10) Peach Stand.
(11) Vehicle Maintenance Shed.
(12) Security Firing Range.

- 2b. Provide guidance as needed.

SPECIFIC TASKS:

HOW:

- 2c. Consider both radiological and non-radiological, (for example, chlorine), conditions.
- 2d. Consider mobilizing (remote) ARM's or CAM's to onsite habitability areas.

HELP

Personnel Assembly and Accountability
See TAB 10

- 3. When required, check habitability of the Offsite Chemistry Lab located in the West Building.

- 3a. Assess habitability of the offsite lab when notified by chemistry that samples from the site are to be taken there for analysis.

MAJOR TASK:

Take inventory of information required to analyze the radiological situation.

SPECIFIC TASKS:

HOW:

1. Evaluate offsite radiological conditions.

- 1a. Review available data such as:

- (1) Valid release rates (airborne and liquid).
- (2) Field measurements.
- (3) Meteorological data.
- (4) Dose calculations.
- (5) Affected sectors.

HELP

Response Levels for Protection Action Guides
See TAB 3

HELP

Liquid Discharge Data Sheets
See TAB 14

2. Evaluate onsite radiological conditions.

- 2a. Review available data such as:

- (1) ARMs.
- (2) Containment integrity.
- (3) Containment high rad monitor.
- (4) Liquid release.
- (5) CAM's.
- (6) INDIA Team's survey data.
- (7) HVAC status/conditions.
- (8) Status of turbine building doors.
- (9) Status of blow-out panels.

MAJOR TASK:

Brief Emergency Director in the TSC on what you know about radiological conditions and Health Physics staff.

SPECIFIC TASKS:

HOW:

1. Describe in-plant and offsite rad conditions.
2. Update Emergency Director on Health Physics staff situation.

MAJOR TASK:

Assess emergency classification and confirm or recommend changes to the
Emergency Director.

SPECIFIC TASKS:

HOW:

1. Quantify available radiological release
information.

1a. Quantify both airborne and/or liquid
releases.

2. Classify conditions using matrix.

HELP

Emergency Classification
See TAB 6

3. Recommend any changes in
classification to the Emergency
Director.

HELP

Liquid Discharge Data Sheets
See TAB 14

MAJOR TASK:

Assess and recommend protective actions to the Emergency Director.

SPECIFIC TASKS:

HOW:

1. Assess radiological status of plant and releases.

HELP

SSES Contamination Response Plan
See TAB 4

HELP

Public Protective Action Recommendation Guide
See TAB 7

2. If a liquid release has occurred which exceeds Technical Specification Limits, notify the Danville Water Authority, Public Information Manager and DEP/BRP.

HELP

Liquid Discharge Data Sheets
See TAB 14

NOTE:

Do not make any protective action recommendations directly to the Danville Water Authority.

3. If a liquid release has occurred for which the total PAG fraction exceeds 1.0, recommend protective actions for drinking water.

4. Evaluate protective action alternatives.

- 4a. In evaluating protective actions, consider:
- (1) Reducing projected release time based on weather conditions, total inventory, or damage control measures.
 - (2) Do not react on one piece of information until it can be verified to be correct.
 - (3) Impact of liquid releases on Danville Water Authority.

SPECIFIC TASKS:

HOW:

4b. When a Site Evacuation is initiated, discuss notification of the Learning Center and occupied buildings in the Exclusion Zone with the Security Coordinator and Emergency Director.

(1) Building to be notified, if occupied, are:

- ☐ SSES Learning Center
- ☐ Access Processing Facility
- ☐ Warehouse #2
- ☐ 500 KV Switchyard
- ☐ SSES Garage

(2) Consider sending extra staff, (example: Chemistry Tech, Maintenance, Operations or OSCAR), with a bull horn, to notify these facilities of Site Evacuation.

NOTE:

Two bull horns are located in the Security Coordinator's desk. One is located in the OSCAR van.

4c. Upon call for a site evacuation, discuss notification of personnel inside the Emergency Planning Boundary.

(1) Dispatch an individual with a bull horn and vehicle to traverse the Emergency Planning Boundary announcing, "Attention all personnel, an evacuation of PPL property has been ordered and you are requested to leave immediately."

SPECIFIC TASKS:

HOW:

- (2) Consider using 'extra' staff, (Chem. Tech, Maintenance, or Ops personnel, OSCAR, if available), to support this activity. Copies of maps outlining the Emergency Planning Boundary are available in the Radiation Protection Coordinator's desk.

NOTE:

Two bull horns are located in the Security Coordinator's desk. Another is available in the "OSCAR" van.

5. Recommend changes in protective action.

MAJOR TASK:

Communicate with DEP/BRP.

SPECIFIC TASKS:

HOW:

1. Make sure DEP/BRP radiological is notified approximately every 30 minutes.

- 1a. Complete and transmit the Protective Action Recommendation Form.

HELP

Emergency Forms
See TAB 12

HELP

Emergency Facility Form Flow
See TAB 5

NOTE:

Advise DEP/BRP when projected Thyroid dose is 25R or higher outside the EPB.

MAJOR TASK:

Continue assessing radiological situation, updating Emergency Director, TSC staff, and Health Physics staff.

SPECIFIC TASKS:

HOW:

1. Attend TSC briefing and provide radiological status.

- 1a. Give the status of the following items at the briefing:

- (1) Current radiological release status and Dose Projections.
- (2) Current and forecast weather conditions.
- (3) Oscar locations, current radiological information, and Real Time Monitoring System data.
- (4) In-plant radiological conditions.
- (5) Protective action(s) implemented or under consideration.

2. Periodically brief Health Physics staff and receive updates from them.

HELP

TSC Rad Staff Responsibilities
 See TAB 9

3. Perform frequent on-going assessment of radiological situation both offsite and onsite.

4. Periodically perform general HP operation assessment.

- 4a. Verify form flows, board is being maintained, contamination controls in place, and that staffing is adequate.

5. Provide information to Ops Coordinator on rad releases and projected doses to the public for use by Control Room personnel.

- 5a. Notify Operations Coordinator if doses are projected to exceed **1 rem TEDE or 5 rem Thyroid CDE**. Control Room needs radiological data to evaluate entry conditions and action levels for EOP procedures. These procedures require operator actions such as rapid depressurization based on projected doses.

SPECIFIC TASKS:

HOW:

NOTE:

These procedures also require that projected doses be determined when containment venting is needed.

- 5b. Discuss projection time with Ops Coordinator. (This may differ from the default projection time being used in the dose projection model.) Consider the following:

- (1) Prognosis of event.
- (2) Time to cooldown to <200 deg.
- (3) Duration & type of release.
- (4) Weather forecasts.
- (5) Protective measures already implemented.
- (6) Release pathway - possible filtration and/or monitoring.

MAJOR TASK:

Evaluate and approve emergency exposure extensions.

SPECIFIC TASKS:

HOW:

1. Approve emergency extensions.

HELP

PPL Emergency Personnel Dose Assessment
and PAR Guide
See TAB 8

HELP

Emergency Exposure Extension
See TAB 11

2. Evaluate anticipated or actual
emergency exposures.

HELP

PPL Emergency Personnel Dose Assessment
and PAR Guide
See TAB 8

- 2a. The Health Physics Specialist will
consider the use of KI and issuance
once approved.
- 2b. The Health Physics Specialist will
evaluate emergency exposures prior to
approval.
- 2c. The RPC shall assess emergency
exposures which may have occurred in
excess of station limits.

MAJOR TASK:

Manage turn over to the next shift.

SPECIFIC TASKS:

HOW:

1. Remain at your duty station with full responsibility until properly relieved.
2. Make sure all Health Physics personnel going off duty relay pertinent information to their counterparts.
 - 2a. Instruct personnel on what to relay. In short, they should:
 - (1) Relay pertinent information and data.
 - (2) Discuss in detail only that information that is directly related to their own function.
 - (3) Review logbooks and status boards, as necessary.
3. Advise off-going staff about any protective actions that should be taken when they leave the facility.
4. Brief the relieving coordinator on the status of both the emergency and shift turn over.
 - 4a. Make sure the relieving coordinator is fully briefed.
 - (1) Brief on all pertinent emergency information and data:
 - (a) Current status of plant.
 - (b) Emergency classification.
 - (c) Big Picture.
 - (d) Review assigned open items and priority of each.
 - (e) Review actions taken and results.
 - (f) Current radiological conditions.
 - (2) Make him/her aware of initial and long-term manning schedules in the facility.
5. Advise the Emergency Director when shift turn over is complete.
6. Leave a contact telephone number with the Administrative Coordinator.

MAJOR TASK:

Manage vehicle decontamination.

SPECIFIC TASKS:

HOW:

- | | |
|--|---|
| 1. Control access or egress of personnel and/or vehicle(s). | 1a. Contact the Security Coordinator to establish controls. |
| 2. Instruct the Health Physics Specialist to coordinate the surveying and decontamination of vehicle(s). | 2a. Review the plume path to determine acceptable areas to perform decontamination. |
| | 2b. Determine the method to survey and decontaminate the vehicle(s). |

HELP

SSES Contamination Response Plan
See TAB 4

MAJOR TASK:

Transfer back calculations and responsibility for DEP/BRP communications to the EOF.

SPECIFIC TASKS:

HOW:

- | | |
|--|---|
| 1. Transfer back calculations and if requested, forward calculations to the EOF Dose Assessment Staff. | 1a. Reach agreement on when the EOF should assume control. |
| | 1b. Inform the TSC DOSE CALCULATOR of transfer plans. |
| | 1c. Inform the EMERGENCY DIRECTOR of transfer plans. |
| 2. Transfer control of communications with DEP/BRP. | 2a. Inform the Dose Assessment Supervisor of the time of last communication with DEP/BRP. |
| | 2b. Ensure copies of the Protective Action Recommendation Form have been transmitted to the EOF. |
| | 2c. Coordinate with the Dose Assessment Supervisor when they will assume the next communication with DER/BRP. |
| | 2d. Inform the Emergency Director when transfer of DEP/BRP communications to the EOF have been completed. |