



Serial: RNP-RA/02-0100

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United States Nuclear Regulatory Commission
Attn: Document Control Desk
Washington, DC 20555

H. B. ROBINSON STEAM ELECTRIC PLANT, UNIT NO. 2
DOCKET NO. 50-261/LICENSE NO. DPR-23

TRANSMITTAL OF EMERGENCY PROCEDURE REVISIONS

Ladies and Gentlemen:

In accordance with 10 CFR 50.4(b)(5) and Appendix E to 10 CFR 50, Carolina Power and Light (CP&L) Company is transmitting revisions to the H. B. Robinson Steam Electric Plant (HBRSEP), Unit No. 2, Emergency Implementing Procedures. A list of the procedure revisions and the effective dates is provided in Attachment I.

Descriptions of the procedure changes are provided on the "Summary of Changes" page for each emergency procedure. Please replace the superseded procedures with the attached revisions.

If you have any questions concerning this matter, please contact Mr. C. T. Baucom.

Sincerely,

B. L. Fletcher III
Manager - Regulatory Affairs

AD45

CAC/cac

Attachments:

- I. List of Procedure Revisions and Effective Dates
 - II. EPCLA-01, "Emergency Control"
 - III. EPEOF-02, "Environmental Monitoring Team Leader"
 - IV. EPEOF-03, "Administrative and Logistics Manager"
 - V. EPJIC-00, "Activation and Operation of the Joint Information Center"
 - VI. EPJIC-02, "Joint Information Center Director"
 - VII. EPJIC-03, "Technical Spokesperson"
 - VIII. EPJIC-04, "Public Information Coordinator/Specialist"
 - IX. EPJIC-06, "Joint Information Center Generic Information"
 - X. EPNOT-01, "CR/EOF Emergency Communicator"
 - XI. EPNOT-02, "EOF State/County Emergency Communicator"
 - XII. EPOSC-03, "Environmental and Radiation Control Team"
 - XIII. EPPRO-01, "Program and Responsibilities"
 - XIV. EPTSC-02, "Plant Operations Director"
- c: L. A. Reyes, NRC, Region II (2 copies)
NRC Resident Inspector, HBRSEP
R. Subbaratnam, NRC, NRR (w/o Attachments)

List of Procedure Revisions and Effective Dates

Procedure	Revision No.	Effective Date
EPCLA-01, "Emergency Control"	12	06/05/2002
EPEOF-02, "Environmental Monitoring Team Leader"	6	06/24/2002
EPEOF-03, "Administrative and Logistics Manager"	7	06/20/2002
EPJIC-00, "Activation and Operation of the Joint Information Center"	5	06/05/2002
EPJIC-02, "Joint Information Center Director"	7	06/28/2002
EPJIC-03, "Technical Spokesperson"	5	06/28/2002
EPJIC-04, "Public Information Coordinator/Specialist"	4	06/17/2002
EPJIC-06, "Joint Information Center Generic Information"	5	06/05/2002
EPNOT-01, "CR/EOF Emergency Communicator"	11	06/17/2002
EPNOT-02, "EOF State/County Emergency Communicator"	2	06/26/2002
EPOSC-03, "Environmental and Radiation Control Team"	6	06/28/2002
EPPRO-01, "Program and Responsibilities"	12	06/28/2002
EPTSC-02, "Plant Operations Director"	5	06/25/2002

United States Nuclear Regulatory Commission
Attachment II to Serial RNP-RA/02-0100
20 Pages

EPCLA-01
EMERGENCY CONTROL
Revision 12



R
Reference
Use

CAROLINA POWER & LIGHT COMPANY
H. B. ROBINSON STEAM ELECTRIC PLANT, UNIT NO. 2

PLANT OPERATING MANUAL

VOLUME 2
PART 5

EMERGENCY PROCEDURE

EPCLA-01
EMERGENCY CONTROL

REVISION 12

SUMMARY OF CHANGES

Step	Description of Change
Quick Start Guide	Added a note to the quick start guide to address the status of the fission product barriers in the development of the Emergency Notification Form.
8.1.3.5	Added consideration for sheltering on site in the event of an external hazard, such as toxic gas (AR 57330)
8.1.3.7	Revised steps to activate all JIC personnel at the Alert classification.
8.1.3.9.a	Included the JIC for facility non-activation announcement.
8.1.3.10.a	Included the JIC for facility activation announcement. Add guidance for external hazard and sheltering announcement.
8.1.3.10.a	Add the cause to the emergency description (AR 49570)
8.1.3.10.a Note	Added note prior to the announcement of the cause of the event to use discretion when announcing the cause due to a security event.
8.1.3.11	Relocated JIC activation announcement to previous step. This will activate the JIC with all other facilities.
Attachment 8.1.5.1	Added date and time stamp for development of protective action recommendations.
Attachment 8.1.5.4 Pg. 1	Delete synchronizing clocks.

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CR EMERGENCY CONTROL QUICK START GUIDE

NOTE: This is a summary level guide and does not replace the procedure steps. EPCLA-01 is to be used with this guide.

1. Implement EALs as necessary. It is the expectation that the time between exceeding an EAL and declaration of event will not exceed 15 minutes unless extraordinary conditions prevail. Annotate time of the off normal condition on the top of the EAL board. Continue through the flowpath until a General Emergency has been identified or until the end of the flowpath.
2. Direct an Emergency Communicator to report to the Control Room at this time. This will support communication activities and augmentation of the ERO.
3. The EAL board will direct you to EPCLA-01, "Emergency Control" or to AP-030 if there is no event classification. EPCLA-01, Section 8.1.3 provides guidance for classifying emergencies and control.
4. Declare the highest event classification identified by announcing the event to the Control Room and your assuming role as the SEC. This ends the 15 minute clock for the event declaration, and starts the 15 minute clock to notify the appropriate State and County agencies. Announce classification to the Site per EPCLA-01.

NOTE: The development of the Emergency Notification Form should include the status of the fission product barriers.

5. Develop, approve, and FAX/communicate the Emergency Notification Form. Notify State and County agencies via Selective Signaling System or an alternate means. The notification clock stops after the first voice contact is established with an approved form. This is the time entered on Attachment 8.1.5.1 of EPNOT-01 page 2 of 7.
6. Fill out the Emergency Notification Form. Detailed instructions are in EPNOT-01, Attachment 8.1.5.1, page 3 through 7.
 - Click on "Emergency Preparedness Function Menu.
 - Click on "Log into Network data Base and log in as CRSS.
 - Click on Declare Event, then OK.
 - At top of screen type ER to bring up Environmental Data and print screen.
 - Click on Event Notification Form (ENF).
 - Click "ADD" on ENF.
7. Assess EALs for changing plant conditions. Attachment 8.1.5.4 in EPCLA-01 contains the checklist for turnover to the TSC.

8.1.1 PURPOSE

1. To provide consolidated guidance for classifying emergencies from the Control Room or Technical Support Center (TSC).

8.1.2 RESPONSIBILITIES

1. The Site Emergency Coordinator (SEC) has immediate and unilateral authority to implement this procedure.
2. The SEC may not delegate:
 - a. The decision to notify offsite authorities;
 - b. Making offsite Protective Action Recommendations (PAR); and
 - c. Reclassifying or terminating the emergency.
3. The responsibility to notify offsite authorities and making offsite Protective Action Recommendations transfer to the Emergency Response Manager (ERM) upon activation of the Emergency Operations Facility (EOF).
4. The SEC may authorize exposure in excess of routine yearly limits for saving of life or protecting valuable equipment per EPOSC-04, Emergency Work Control.

8.1.3 INSTRUCTIONS

1. Enter the Emergency Action Level (EAL) flowpath, EAL-1, at the first step and determine the appropriate classification.
2. Declare or validate the highest classification of emergency determined.
 - a. Announce to Control Room or TSC personnel that you are assuming the position of SEC.

8.1.3 (Continued)

3. Direct the Emergency Communicator to prepare for communication activities in accordance with EPNOT-01, CR/EOF Emergency Communicator.
4. Determine if there are any personnel injuries;
 - a. Give priority to lifesaving activities over radiological exposure control, authorize exposures in excess of normal limits if required.
 - b. Refer to EPSPA-02, First Aid and Medical Care, for additional guidance on first aid and transportation of contaminated injured personnel.
5. Determine if onsite protective actions are necessary;
 - a. Evaluate radiological, chemical and other situations which may require evacuation or sheltering.
 - b. If evacuation or administration of potassium iodide is necessary, implement EPSPA-01, Evacuation and Accountability, or EPSPA-03, Administration of Potassium Iodide, respectively. If sheltering is required onsite (such as for external gas hazard); Make a plant announcement directing personnel to shelter in the nearest facility. Ensure ventilation is isolated/secured in the OSC and other facilities/buildings that are not equipped with emergency/re-circulation modes (Control Room, TSC/EOF). (AR #57330)
 - c. Evaluate possible severe weather protective actions. (CR 22292)
6. Request any offsite assistance necessary;
 - a. The Unit 2 Control Room should contact Darlington County 911 Center for fire, police or ambulance service.
 - b. Logistics personnel may contact the 911 Center if Control Room staff are unable to request assistance.

8.1.3.6 (Continued)

- c. Contact other agencies as necessary, selected offsite agency numbers are maintained in the Emergency Response Organization (ERO) phone book.
7. Activate appropriate Emergency Response Facilities (ERFs) as noted below:
- a. **IF** all of the following occurs;
 - The Start-up Transformer is lost.
 - Backfeed through the Auxiliary Transformer is possible.
 - Only 1 (one) Emergency Diesel is powering its respective bus.

THEN staff all of the **onsite** Emergency Response Facilities to assist with back feed logistics.
 - b. For Unusual Event - no activation is required, facilities may be activated at SEC discretion.
 - c. For Alert - activate TSC, EOF, OSC and JIC.
 - d. For Site Area and General Emergency - Activate all onsite and offsite facilities.
8. Determine habitability of facilities for directing ERO personnel to the primary or alternate location via PA, pager code, etc.
9. For an Alert only, if the casualty has abated prior to or during notification of offsite agencies, ERO pagers and facilities need not be activated.
- a. If no facility activation is desired, modify the upcoming Public Address (PA) announcement with **DO NOT** activate the Emergency Response Facilities.

8.1.3 (Continued)

10. Sound applicable alarms and perform a PA announcement with the "VLC" switch in "Emergency" position;
 - a. Announce "**Attention all personnel, attention all personnel, at (state time of declaration) a(n) (give emergency declared) has been declared.**"

<p>NOTE: Discretion should be exercised when announcing the cause of the emergency due to a security event.</p>
--

The cause of the emergency is _____

_____.

If Emergency Response Facilities are being activated, then announce:

"All EOF/TSC/OSC and JIC personnel report to your designated facility."

If external hazards require sheltering on site, then announce directions for taking shelter and isolating and/or placing the facility ventilation in the emergency mode.

- b. Repeat announcement(s) and alarm (if sounded).
11. If a Site Area or General Emergency has been declared a site evacuation is mandatory unless doing so will jeopardize the safety of plant personnel. To evacuate the site, sound the site evacuation alarm for approximately 15 seconds, and announce "**All Non-Emergency Response personnel report to (give appropriate upwind location) immediately.**"
 - Repeat announcement(s) and alarm (if sounded).
 - To avoid confusion, a site evacuation should only be initiated once.

8.1.3.11 (Continued)

- Designated locations are: (others may be used if necessary)
 - East - Building 110 next to Lake Robinson or parking lot.
 - West - Unit 2 Administrative Building Cafeteria or parking lot.
- 12. If a General Emergency has been declared, formulate a protective Action Recommendation (PAR).
 - a. Use guidance in Attachments 8.1.5.1, Initial Protective Action Recommendation Flowchart and Attachment 8.1.5.3, PAR Affected Zones Based on Wind Direction to formulate the initial recommendation and zones to be evacuated based on wind direction.
 - b. Subsequent PARs are made by comparing dose projections and environmental monitoring results to Attachment 8.1.5.2, Protective Action Guidelines (PAG) and upgrading the initial recommendations as necessary.
 - c. If conditions indicate the PAR needs upgrading, the 15 minute notification standard applies as this will be a new initial message.
- 13. Develop and transmit an initial Emergency Notification Form to at least one State and County agency within 15 minutes of emergency declaration.
 - a. Follow up notifications are required at least every 30-60 minutes.
- 14. Within one hour of an Alert (or above) declaration, activate the Emergency Response Data System (ERDS) as noted below:
 - a. If the ERDS is not currently operational (ERDS = NORMAL is not displayed at the bottom of an ERFIS terminal), the SEC will ensure that ERDS is activated. Any problems should be reported to Information Technology personnel.

8.1.3 14 (Continued)

- b. Display the ERDS activation screen by:
 - Depressing the ERDS key on the ERFIS keyboard, or
 - Typing the Turn-On-Code “ERDS” at the input field, or
 - Selecting ERDS from the EP Menu.
- c. When the ERDS Control and Status Display window appears, click on the green “Start ERDS” button.
 - An “Are You Sure” message is displayed. Click yes to initiate ERDS, click no to cancel.
 - Observe the “Start ERDS” button changes to a yellow “Starting...” button.
 - When ERDS connects to the NRC Operations Center the yellow “Starting...” button will change to a red “Stop ERDS” button.
 - Other buttons are provided to review system status and data transmissions.
 - It may take several minutes for the system status in the Control and Status Display window or at the bottom of the screen to update.
- d. Within five minutes after activation, the ERDS function should become operational. This is determined by ERDS = NORMAL message displayed at the bottom of an ERFIS terminal.
- e. If ERDS fails to become operational (ERDS = NORMAL is not displayed on an ERFIS Terminal) within five minutes, stop the ERDS function by clicking the red “Stop ERDS” button and notify onsite Information Technology.

8.1.3 (Continued)

15. If the Emergency Response Facility Information System/Electronic Display System (ERFIS/EDS) is out of service initiate manual transfer of safety parameter and other relevant data.
 - a. Forms for recording data are located in EPNOT-01, "Notification and Emergency Communications.
16. Continue to assess the plant status against the EALs to confirm, upgrade or downgrade the emergency classification.
 - a. If the State and County facilities have been activated, they should be consulted prior to any downgrade of emergency classification.
17. If the TSC is activating, perform a turnover with the TSC SEC.
 - a. A turnover checklist is provided as Attachment 8.1.5.4, Turnover Checklist.
18. Perform PA announcements periodically to update personnel in the field of any changing plant conditions.
19. When appropriate based on plant conditions, coordinate with any offsite agencies which have activated and terminate the emergency.
 - a. Direct the Emergency Communicator to make termination notifications to all agencies.
 - Termination, as a change in classification, has a 15 minute time requirement.
 - b. If not previously terminated by the Nuclear Regulatory Commission (NRC), coordinate the termination of ERDS.

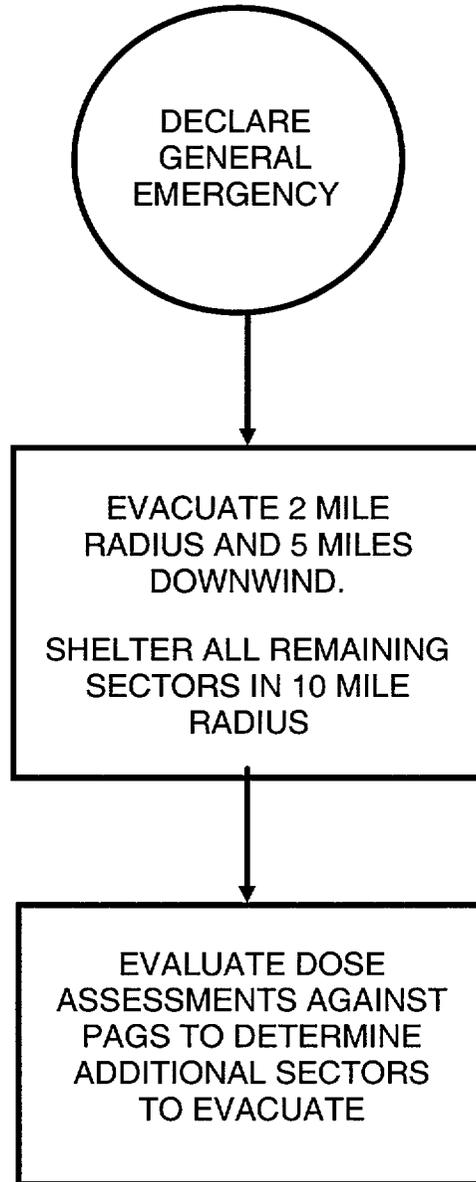
8.1.4 RECORDS

N/A

8.1.5 ATTACHMENTS

- 8.1.5.1 Initial Protective Action Recommendation Flowchart
- 8.1.5.2 EPA Protective Action Guide (PAGs) for the Early Phase
- 8.1.5.3 PAR Affected Zones Based on Wind Direction
- 8.1.5.4 Turnover Checklist

INITIAL PROTECTIVE ACTION RECOMMENDATION FLOWCHART



**INITIAL PROTECTIVE ACTION RECOMMENDATION FLOWCHART
PAR REFERENCE GUIDE AND DOCUMENTATION FORM**

RULES FOR PROTECTIVE ACTION RECOMMENDATIONS

1. SHELTER ALL REMAINING SECTORS IN THE 10 MILE RADIUS NOT EVACUATED.
2. A PROTECTIVE ACTION RECOMMENDATION MAY NOT BE REDUCED FROM THE INITIAL RECOMMENDATION FOR ANY SECTOR UNTIL THE RELEASE IS TERMINATED AND THE DECISION IS COORDINATED WITH THE STATE AND COUNTIES.
3. A PROTECTIVE ACTION REQUIRED FOR ANY PORTION OF A SECTOR REQUIRES THAT ACTION BE IMPLEMENTED FOR THE ENTIRE SECTOR.

RECOMMENDATION

PLACE A ✓ IN THE APPROPRIATE BLANK FOR EACH SECTOR.

<p>-----2 MILE RADIUS-----</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 33%;">EVACUATE</td> <td style="width: 33%;">SHELTER</td> <td style="width: 33%;">SECTOR</td> </tr> <tr> <td>_____</td> <td>_____</td> <td>A-0</td> </tr> </table> <p>-----5 MILE RADIUS-----</p> <table border="0" style="width: 100%;"> <tr> <td>_____</td> <td>_____</td> <td>A-1</td> </tr> <tr> <td>_____</td> <td>_____</td> <td>B-1</td> </tr> <tr> <td>_____</td> <td>_____</td> <td>C-1</td> </tr> <tr> <td>_____</td> <td>_____</td> <td>D-1</td> </tr> <tr> <td>_____</td> <td>_____</td> <td>E-1</td> </tr> </table>	EVACUATE	SHELTER	SECTOR	_____	_____	A-0	_____	_____	A-1	_____	_____	B-1	_____	_____	C-1	_____	_____	D-1	_____	_____	E-1	<p>-----10 MILE RADIUS-----</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 33%;">EVACUATE</td> <td style="width: 33%;">SHELTER</td> <td style="width: 33%;">SECTOR</td> </tr> <tr> <td>_____</td> <td>_____</td> <td>A-2</td> </tr> <tr> <td>_____</td> <td>_____</td> <td>B-2</td> </tr> <tr> <td>_____</td> <td>_____</td> <td>C-2</td> </tr> <tr> <td>_____</td> <td>_____</td> <td>D-2</td> </tr> <tr> <td>_____</td> <td>_____</td> <td>E-2</td> </tr> </table>	EVACUATE	SHELTER	SECTOR	_____	_____	A-2	_____	_____	B-2	_____	_____	C-2	_____	_____	D-2	_____	_____	E-2
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RECOMMENDED BY /DATE@TIME: _____ / _____ @ _____
RCD OR RCM

APPROVED BY /DATE@TIME: _____ / _____ @ _____
SEC OR ERM

ATTACHMENT 8.1.5.2
Page 1 of 1
EPA PROTECTIVE ACTION GUIDE (PAGS)
FOR THE EARLY PHASE*

<u>PROTECTIVE ACTION</u>	<u>PAG</u>	<u>COMMENTS</u>
Evacuate	1 Rem TEDE	Change any sheltering subzones/sectors to evacuate if the Total Effective Dose Equivalent dose within any area exceeds PAG.
Evacuate	5 Rem CDE	Change any sheltering subzones/sectors to evacuate if the Committed Dose Equivalent dose to the thyroid within any area exceeds PAG.

*The Early Phase is the time between the beginning of an incident and when the incident source and releases have been brought under control.

Reference: EPA 400-R-92-001, "Manual of Protective Action Guides and Protective Actions for Nuclear Incidents," U.S. Environmental Protection Agency, Washington, D.C., May 1992

ATTACHMENT 8.1.5.3

Page 1 of 1

PAR AFFECTED ZONES BASED ON WIND DIRECTION

(EVACUATION TIME IN MINUTES)²

<u>WIND FROM</u>	<u>POTENTIALLY¹ AFFECTED SECTORS</u>	<u>WINTER WEEKDAY, FAIR WEATHER</u>	<u>WINTER WEEKNIGHT, FAIR WEATHER</u>	<u>SUMMER WEEKDAY, FAIR WEATHER</u>	<u>WINTER WEEKDAY, ADVERSE WEATHER</u>
North (338° - 022°)	A-0, B-1, B-2, C-1, C-2, D-1, D-2	225	180	210	295
Northeast (023° - 067°)	A-0, C-1, C-2, D-1, D-2, E-1, E-2	225	180	210	295
East (068° - 112°)	A-0, D-1, D-2, E-1, E-2	225	180	210	295
Southeast (113° - 157°)	A-0, A-1, A-2, D-1, E-1, E-2	225	180	210	295
South (158° - 202°)	A-0, A-1, A-2, B-1, B-2, E-1, E-2	225	180	210	295
Southwest (203° - 247°)	A-0, A-1, A-2, B-1, B-2, E-1, E-2	225	180	210	295
West (248° - 292°)	A-0, A-1, A-2, B-1, B-2, C-1, C-2	225	180	210	295
Northwest (293° - 337°)	A-0, B-1, B-2, C-1, C-2, D-2	225	180	210	295
	ALL ZONES (10 MILE RADIUS)	240	180	215	315

1. Minimum recommendation for General Emergency is A-0 (2 mile radius) and affected (downwind) 5 mile radius sectors. Shelter all remaining sectors in the 10 mile radius.
2. Times listed are estimates based on evacuation times listed in the Emergency Plan.

NOTE: Conditions identified represent most limiting conditions.

ATTACHMENT 8.1.5.4
Page 1 of 3
TURNOVER CHECKLIST

This checklist is guidance for turning over Emergency Response activities from one facility to another or between personnel holding Emergency Response positions.

NOTE: Blanks are provided for place keeping ✓'s only, logs are the official record.
--

A. ONSITE SITUATION

1. Review Emergency Classification, basis for declaration, and mitigating actions. Suspend turnover if plant conditions exist that change the classification, notification, or PARs. _____
 - a. Review status of safety equipment and systems.
 - b. Review status of fission product barriers.
 - c. Review condition/stability of reactor.
 - d. Review any Emergency Action Levels exceeded.
 - e. Review cause, history, initiating events leading to declaration of emergency.
2. Review onsite protective actions taken. _____
 - a. Assembly
 - b. Shelter
 - c. Evacuations (Local, Protected Area, Site, Exclusion Area)

NOTE: If there is a Site Evacuation, Unit 1 may need to continue operating.
--

- d. Potassium Iodide Administration
- e. Complete PLP-015 Overtime Form for ERO as appropriate.

ATTACHMENT 8.1.5.4
Page 2 of 3
TURNOVER CHECKLIST

- 3. Review status of offsite assistance requested for the site. _____
 - a. Fire Department
 - b. Rescue Squad
 - c. Local Law Enforcement Agency

B. OFFSITE SITUATION

- 1. Review Status of Offsite Notifications. _____
 - State and County initial and any follow-up messages
 - NRC
 - Other: ANI, INPO, Westinghouse
 - Any needed notifications that have not been made
- 2. Review Protective Action Recommendations made and notifications made to the State and Counties. _____
- 3. Review any status received from the State or Counties regarding activation, readiness, protective actions, or requests for information. _____
- 4. Review data on any projected or actual radiological releases. _____
- 5. Review the time and content of any press releases or media briefing. _____

ATTACHMENT 8.1.5.4
Page 3 of 3
TURNOVER CHECKLIST

C. EMERGENCY RESPONSE

- 1. Review status of Emergency Response Organization Activation. _____
 - Notifications made to off-duty and offsite personnel. _____
 - Emergency Response Facilities that are activated. _____
 - Emergency Response Facilities that will be activated. _____
 - Other notifications needed. _____
- 2. Review outside organizations requested to mobilize. _____
- 3. Review assistance needed. _____
- 4. After the TSC-SEC assumes responsibilities for the event declaration, the CR-SEC maintains responsibility to keep the TSC updated of changing conditions and the urgency of declaring events based on the changing conditions. _____

D. TURNOVER COMPLETED _____

United States Nuclear Regulatory Commission
Attachment III to Serial RNP-RA/02-0100
16 Pages

EPEOF-02
ENVIRONMENTAL MONITORING TEAM LEADER
Revision 6

CAROLINA POWER & LIGHT COMPANY
H. B. ROBINSON STEAM ELECTRIC PLANT, UNIT NO. 2

PLANT OPERATING MANUAL

VOLUME 2
PART 5

EMERGENCY PROCEDURE

EPEOF-02

ENVIRONMENTAL MONITORING TEAM LEADER

REVISION 6

SUMMARY OF CHANGES

Step	Revision Comments
Quick Start Guide	Added guidance on Enmon Team Leader and Enmon Team members using appropriate maps.
8.2.3.1.d	Changed Attachment from 8.2.5.5 to 8.2.5.4.
8.2.3.6.c	Changed Attachment from 8.2.5.5 to 8.2.5.4.
8.2.3.9.a	Change Attachment from 8.2.5.4 to 8.2.5.3.

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**ENVIRONMENTAL MONITORING TEAM LEADER (ENMON TL)
QUICK START GUIDE**

NOTE: Blanks are provided for place keeping ✓'s only, logs are the official record. This is a summary level guide and does not replace the procedure steps.

1. If Dialogic was used for callout, upon arrival at the Facility, notify Dialogic at X 1777. _____
2. Verify team members are assembled in Room 420 (Library) of the TSC/EOF for an initial briefing. _____

NOTE: Room 420 is the recommended location for initial briefing of the team members. Others areas may be designated for the team briefing as deemed appropriate by the Team Leader. Preparations by team members for team dispatch may be conducted concurrently as directed by the Team Leader.

3. Assign personnel to teams for environmental monitoring activities. _____
4. Conduct a briefing of Environmental Monitoring Teams to include: _____
 - Prioritize field monitoring assignments.
 - Provide assignments.
 - Verify Enmon Team members have read (or heard, if dispatched) and understand their RWP
 - Verify both Team Leader and Enmon Team members use appropriate maps.
5. Establish radio communications. _____
6. Switch R-38, TSC/EOF ventilation radiation monitor, from "Auto" to "Hand". _____
7. Monitor wind direction/speed data. _____
8. Discuss with the Dose Projection Team Leader (DPTL) or the Radiological Control Manager (RCM) the initial field monitoring locations. _____
9. Deploy teams prior to an actual release when possible. _____
10. Initiate logs and prepare to monitor missions. _____
11. Refer to procedure steps. _____

8.2 ENVIRONMENTAL MONITORING TEAM LEADER

8.2.1 PURPOSE

1. This procedure describes the functional responsibilities and procedure steps for the Environmental Monitoring Team Leader (ENMON TL).

8.2.2 RESPONSIBILITIES

1. Provide technical and administrative direction to the Environmental Monitoring Teams (Enmon Team). Monitor field missions.
2. Provide field data to the Dose Projection Team Leader (DPTL).
3. Interface with and provide necessary information to the Radiological Control Manager (RCM).

8.2.3 INSTRUCTIONS

NOTE: Room 420 is the recommended location for initial briefing of the team members. Other areas may be designated for the team briefing as deemed appropriate by the Team Leader. Preparations by team members for team dispatch may be conducted concurrently as directed by the Team Leader.

1. Brief Enmon Team members in Room 420 (Library) of the TSC/EOF Building, as a minimum include:
 - a. Plant status,
 - b. Exposure limits (see EPOSC-04, "Emergency Work Control"),
 - c. Anticipated radiation levels and suggested routes,
 - d. Required monitoring data per Attachment 8.2.5.4,
 - e. Requirement to wear a TLD and other required protective gear.
 - f. Verify Enmon Team members have read (or heard, if dispatched) and understand their RWP. An RWP may be located in the Emergency Kit for convenience.

8.2.3 (Continued)

2. Verify radio communications via Channel 1-A. Range of the Environment Monitoring Radios is approximately 20 miles.
 - a. Turn radio on using "Vol-Off" knob.
 - b. "t S t" for self test will appear, when finished a beep will be heard.
 - c. Verify channel 1-A is indicated. IF not, THEN press the up or down arrows (right hand side) until the 1-A appears.
 - d. To talk, key the desk set with the right button (with lightening bolt symbol), wait for tone , then speak.
3. Establish priority for field missions.
 - a. Priorities depend on plant conditions, the following order is intended as a guide.
 - Dose Confirmation
 - Offsite Monitoring
 - Other required missions
4. Establish with the RCM and the DPTL the initial field monitoring locations. Monitoring locations shall be based on:
 - a. Locations near the initial dose projection [i.e., site boundary, 1, 2, 5, 10 mile(s)]
 - b. Road locations within the wind direction
 - c. Prevailing wind directions

8.2.3 (Continued)

5. Verify Enmon Teams utilize silver zeolite cartridges for air sampling and ionization chamber detectors are utilized to monitor and track a radioactive plume. For drill purposes, a charcoal iodine cartridge may be used.
6. Monitor missions after team deployment.
 - a. Advise the team(s) when the wind direction shifts more than 45°.
 - b. Advise team members of expected radiological conditions and protective gear needed.
 - c. Provide initial and subsequent environmental surveys to the DPTL or the RCM per Attachment 8.2.5.4 Environmental Sample Data.
 - d. Verify sufficient sample volumes are collected to detect $10^{-7} \mu\text{Ci/cc}$ radioiodine using the curves in EPRAD-01, Environmental Monitoring.
 - Ten minutes at 2 CFM is adequate.
 - e. If recommended by the RCM, advise the Enmon Teams when to administer potassium iodide.
 - f. If Environmental Monitoring Teams (Enmon Teams) observe radiation levels at or beyond the site boundary or other indications in excess of the following conditions, inform the RCM that an Alert may be appropriate. Report actual measurements. Environmental Concentration (EC) values are as calculated by Operations for Table 5 of the Emergency Action Levels.
 - Gaseous release > 10 EC
 - Liquid release >100 EC
 - Sustained lower wind speed >90 mph
 - Lake level < 214 ft. above mean sea level

8.2.3.6 (Continued)

- g. If Enmon Teams observe radiation levels or I-131 equivalent concentrations in excess of the following values at or beyond the site boundary, inform the RCM that a Site Area Emergency may be appropriate. Report the actual measurements and the times when measurements were obtained.
 - 500 mrem/hr or I-131 equivalent concentration of $1.9E-6 \mu\text{Ci/cc}$ and surveys indicate the plume has been present > 2 minutes
 - 50 mrem/hr or I-131 equivalent concentration of $1.9E-7 \mu\text{Ci/cc}$ > 30 minutes
 - During plant operation, sustained lower wind speed > 100 mph
 - Lake level < 210 ft. above mean sea level.
- h. If Enmon Teams observe radiation levels or I-131 equivalent concentrations in excess of the following values at or beyond the site boundary, inform the RCM that a **General Emergency** may be appropriate. Report the actual measurements.
 - 1000 mrem/hr
 - I-131 equivalent concentration $3.9E-6 \mu\text{Ci/cc}$
- i. Verify exposure limits established in EPOSC-04, Emergency Work Control.

8.2.3.6 (Continued)

- j. Ensure Enmon Teams are maintaining their exposure below the established limits on their personnel dosimetry unless:
 - A General Emergency has been declared, and
 - All recommended offsite evacuations are complete, and
 - A release is in progress.

If all three conditions are true, the exposure limit for the Enmon Teams shall be reduced by the Dosimeter Correction Factor to account for internal exposure dose.

- 7. Calculate the Dosimeter Correction Factor.
The factor is always ONE unless:
 - a. A General Emergency has been declared, and
 - b. All recommended offsite evacuations are complete, and
 - c. A release is in progress.
- 8. If the criteria in step 7 are met and adequate field data is available, calculate the Dosimeter Correction Factor using Attachment 8.2.5.3, Dosimeter Correction Factor Calculation Worksheet, otherwise go to item 9.
 - a. Complete the form
 - b. Obtain listed concurrences and approvals on the form.
 - c. Route the form to the Emergency Response Manager (ERM)

8.2.3 (Continued)

9. If adequate field data is not available and the criteria in step 7 are met, the Dosimeter Correction Factor shall be calculated utilizing the dose projection program.
 - a. Document the Dosimeter Correction Factor on Attachment, 8.2.5.3 , Dosimeter Correction Factor Calculated With Dose Projection Program. Include the time and date of calculation
 - b. Review the data used for the calculation and sign.
 - c. Obtain listed concurrences and approvals on the form.
 - d. Route the form to the ERM.
10. Utilize the following guidelines for Expanded Environmental Monitoring (per EPRAD-01, Environmental Monitoring)
 - a. Direct the initiation of the Expanded Environmental Monitoring based on release conditions (i.e., liquid releases: water and benthic organisms; radioiodine(s): grass and milk)
 - b. Direct the Environmental Monitoring Teams (Enmon Teams) to place additional TLD's along both sides of the plume centerline.
 - c. Arrange for samples to be transported to locations directed by the Radiological Control Manager (RCM).
11. Update the Enmon Teams until the teams have arrived onsite and been granted permission to disband.
12. Provide team logs and other documentation to the Assistant to Emergency Response Manager (AERM).

8.2.4 RECORDS

N/A

8.2.5 ATTACHMENTS

8.2.5.1 Communications Log

8.2.5.2 Dosimeter Correction Factor Calculation Sheet

8.2.5.3 Dosimeter Correction Factor Calculated with Dose
Projection Program

8.2.5.4 Environmental Sample Data

DOSIMETER CORRECTION FACTOR CALCULATION SHEET

1. Log the most current environmental monitoring data that is available from the centerline of the plume below.

Sample Date: _____ Time: _____ Location: _____

Iodine Activity: _____ $\mu\text{Ci/cc}$

Particulate Activity: _____ $\mu\text{Ci/cc}$

One Meter Closed Window Dose Rate: (#1) _____ mrem/hr DDE/hr

2. Using the Iodine and Particulate Activities from the previous step determine the CEDE per one hour exposure due to both Iodines and Particulates using Attachments in EPRAD-01. Record these values below in the appropriate blanks and sum them to determine the CEDE per one hour exposure to these iodine and particulate concentrations.

CEDE per one hour exposure due to Iodines: _____

CEDE per one hour exposure due to Particulates: _____

CEDE per one hour exposure (Part. and Iodines): (#2) _____
mrem per one hour exposure

3. Enter the CEDE per one hour exposure (Part. and Iodines) in the blank below which is labeled #2 and enter the one meter closed window dose rate in the blank labeled #1. The Dosimeter Correction Factor can then be calculated by dividing the **CEDE per one hour exposure #2** by the **one meter closed window dose rate DDE/hr (#1)** and adding the value of one to this quotient.

$$\frac{\#2 (\quad) \text{mrem per hour exposure}}{\#1 (\quad) \text{mrem/hr}} + 1 = \underline{\hspace{2cm}}$$

**DOSIMETER
CORRECTION FACTOR**

4. The TEDE limit shall be divided by the Dosimeter Correction Factor to determine the self reading dosimeter value that would result in the TEDE limit being received.

Completed By: _____ Date/Time: _____
Environmental Monitoring Team Leader

Reviewed By : _____ Date/Time: _____
Dose Projection Team Leader

Approved By : _____ Date/Time: _____
Radiological Control Manager

Upon approval route this form to the ERM.

ATTACHMENT 8.2.5.3
Page 1 of 1
**DOSIMETER CORRECTION FACTOR CALCULATED
WITH DOSE PROJECTION PROGRAM**

Dosimeter Correction Factor = _____

The TEDE limit shall be divided by the Dosimeter Correction Factor to determine the self reading dosimeter value that would result in the TEDE limit being received.

Performed By : _____ Date/Time: _____
Dose Projection Team Leader

Reviewed By: _____ Date/Time: _____
Environmental Monitoring Team Leader

Approved By : _____ Date/Time: _____
Radiological Control Manager

Upon approval route this form to the ERM.

ENVIRONMENTAL SAMPLE DATA

Environmental Sample Data for Dose Projection Program Entry					
Sample Location					
Distance from Plant (Miles)					
Direction from Plant (Degrees)					
Release Height: Mixed , -if Plant Vent, Otherwise- Ground					
Sample Date					
Sample Time					
Closed Window Gamma @ 1 meter (mrem/hr)					
Air Sample Volume (CF)					
Iodine Cartridge Dose Rate (mrem/hr)					
Iodine Cartridge Count Rate (cpm)					
Release Start Time					
Estimated Duration					
Release Stop Time					

United States Nuclear Regulatory Commission
Attachment IV to Serial RNP-RA/02-0100
28 Pages

EPEOF-03
ADMINISTRATIVE AND LOGISTICS MANAGER
Revision 7

CAROLINA POWER & LIGHT COMPANY
H. B. ROBINSON STEAM ELECTRIC PLANT, UNIT NO. 2

PLANT OPERATING MANUAL

VOLUME 2
PART 5

EMERGENCY PROCEDURE

EPEOF-03

ADMINISTRATIVE AND LOGISTICS MANAGER

REVISION 7

SUMMARY OF CHANGES

STEP	REVISION COMMENTS
Step 8.3.3.17.a	Deleted "onsite" and included the Joint Information Center for as one of the facilities for food arrangements.
Attach 8.3.5.5	Deleted SPDS Communicator Signoff.
Attach 8.3.5.6	Deleted SPDS Communicator position block.

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ADMINISTRATIVE AND LOGISTICS MANAGER QUICK START GUIDE

NOTE: Blanks are provided for place keeping ✓'s only, logs are the official record.
This is a summary level guide and does not replace the procedure steps.

1. Sign-in on the facility sign-in board. Ensure copiers, fax machines, computers, phones are operable. _____
2. If Dialogic was used for callout, upon arrival at the Facility, notify Dialogic at X 1777. _____
3. Track EOF/TSC augmentation using Attachment 8.3.5.1, EOF Sign-in Roster and Attachment 8.3.5.5, TSC Sign-in Roster. _____
4. Assign an A&LM staff member to report to the TSC to verify set-up of the Accident Assessment Room, Support Services Room and the Environmental & Radiation Control (E&RC) Room Recommended Layout per Attachment 8.3.5.7, Attachment 8.3.5.8 and Attachment 8.3.5.9. _____
5. Contact the Operations Support Center (OSC) Leader to track OSC augmentation. _____
6. If necessary, assign a person to be the Evacuation Assembly Area Leader _____
7. At time of EOF activation synchronize clocks with the Emergency Response Facility Information System (ERFIS). _____
8. Establish an EOF overflow facility, if required. _____
9. Ensure that appropriate access controls (e.g., doors locked, guard stationed) for the EOF/TSC have been instituted. _____
10. Receive plant status briefing. Conduct briefing as appropriate with staff located in the EOF and TSC. _____
11. Notify the Emergency Response Manager as to readiness to activate. _____
12. Refer to procedure steps. _____

8.3 ADMINISTRATIVE & LOGISTICS MANAGER (A&LM)

8.3.1 PURPOSE

1. This procedure describes the functional responsibilities and procedure steps for the Administrative & Logistics Manager (ALM).

8.3.2 RESPONSIBILITIES

1. Plan, schedule and expedite emergency logistical support (including operability, locating, ordering, receiving of equipment, screening, orientation, badging, transportation and lodging of support personnel) as well as accountability of Emergency Response personnel in the Technical Support Center (TSC), Emergency Operations Facility (EOF), and the Operations Support Center (OSC).
2. Establish cost control/accounting system as needed. Determine the need for additional contracts, facilities and services.
3. Provide technical and administrative direction to the Emergency Security Team Leader (ESTL) and Support Services. If necessary, assign a person to be the Evacuation Assembly Area Leader (EAAL).
4. Serve as a liaison between the Emergency Response Manager (ERM) and the Legal Department.
5. Ensure claims processing by CP&L and contractor insurance personnel.

8.3.3 INSTRUCTIONS

1. Determine staffing requirements and shift change assignments. Utilize Attachments 8.3.5.2, Emergency Operations Facility (EOF) Four Day Work Schedule, and 8.3.5.6, Technical Support Center (TSC) Four Day Work Schedule.

8.3.3 (Continued)

2. For evacuations:
 - a. In conjunction with the ERM and County Emergency Management officials determine appropriate shelter location for non-essential personnel.
 - b. Appropriate evacuation routes.
 - c. Coordinate Health Physics support.
 - d. Provide evacuation vehicles (if necessary).
3. Assign an individual from the TSC or EOF to provide assembled evacuees with plant status, shelter location and travel information, relief shift times and a reminder to refer questions concerning activities to the Company Spokesperson.
 - a. Release non-essential personnel as soon as possible.
4. Update the Emergency Security Team Leader (ESTL) on plant status as the Emergency progresses.
5. Notify the State and Counties regarding evacuation of personnel to their homes or shelter areas (if county shelters are open).
 - a. Notifications to State or County agencies may be made by (in order of preference):
 - State/County Emergency Communicator (dedicated line)
 - Assistant ERM (Bell line)
 - ESTL (via radio)
6. Notify the ESTL of the names and affiliations of individuals requested to report to the plant and where they will report.

8.3.3 (Continued)

7. Provide a list of incoming personnel to State and County agencies to facilitate access to the plant after traffic control is established.
8. Initiate the Florence Staging Area if required. Refer to the ERO Telephone Directory for the telephone number.
9. Provide safe routes for personnel reporting to the plant.
10. Contact Duke Power, Oconee Plant, to initiate shipment of the Hydrogen Recombiner to RNP, if required.
 - a. See INPO Resources Manual for number.
11. Coordinate request for use of government facilities through the State of South Carolina.
12. Direct requests for materials or parts to the Unit 1 issue counter, Bulk Warehouse or Unit 2 stockroom.
13. Direct clerical support requests to the Manager, Site Support Services or designee.
14. Direct requests for installation, maintenance and operation of communications facilities to the Information Technology personnel or the Help Desk. Refer to the ERO Telephone Directory for telephone numbers.
15. Ensure planned exposure control for personnel under your supervision in accordance with EPOSC-04, Emergency Work Control.
16. Determine the need for and utilize the Institute of Nuclear Power Operations (INPO) Resource Book to request additional resources from neighboring utilities.

8.3.3 (Continued)

17. Arrange for food, drinks, snacks for Emergency Response Organization (ERO) augmentees.
 - a. Determine number of personnel in each facility (TSC, EOF, OSC, Control Room, Joint Information Center).
 - For training exercises include Controller/Evaluator and Simulator staff.
 - b. Orders should be placed at least 2 hours before meals to allow for vendor preparation and delivery.
18. Arrange for hotels, motels for personnel as required.
19. Upon notification that teams are deployed, set-up state/NRC support rooms per Attachment 8.3.5.3, EOF NRC Support Room Recommended Layout and Attachment 8.3.5.10, TSC NRC Support Room Recommended Layout.
20. Perform personnel accountability of people reporting to the EOF and for other facilities as requested.
 - a. ERO personnel are accounted for by Emergency Facility.

8.3.4 RECORDS

N/A

8.3.5 ATTACHMENTS

- 8.3.5.1 Emergency Operations Facility (EOF) Sign In Roster
- 8.3.5.2 Emergency Operations Facility (EOF) Four Day Work Schedule
- 8.3.5.3 EOF NRC Support Room Recommended Layout
- 8.3.5.4 Emergency Operations Facility (EOF) Emergency Supply List
- 8.3.5.5 Technical Support Center (TSC) Sign-In Roster
- 8.3.5.6 Technical Support Center (TSC) Four Day Work Schedule
- 8.3.5.7 Accident Assessment Room Recommended Layout
- 8.3.5.8 Support Services Room Recommended Layout
- 8.3.5.9 Environmental & Radiological Control (E&RC) Support Room Recommended Layout
- 8.3.5.10 TSC NRC Support Room Recommended Layout

EMERGENCY OPERATIONS FACILITY (EOF) SIGN IN ROSTER

NOTE: The positions listed below are recommended for activation purposes, however, partial activation should be considered in order to relieve the Control Room or TSC as soon as practical.

	NAME (PLEASE PRINT)	/ TIME
_____ EMERG. RESPONSE MGR. (B1-75)	_____	/
_____ ASST. EMERG. RESP. MGR.	_____	/
_____ EMERGENCY COMMUNICATOR*	_____	/
_____ PLANT OPERATIONS ADVISOR	_____	/
_____ DOSE PROJECTION LEADER (B1-45)	_____	/
_____ ENVIRON. MON. LEADER (B1-75)	_____	/

EOF POSITIONS LISTED BELOW ARE NOT REQUIRED FOR INITIAL EOF ACTIVATION.

_____ TECHNICAL ANALYSIS MGR.	_____	/
_____ ADMIN. & LOGISTICS MGR.	_____	/
_____ RADIOLOGICAL CONTROL MGR.	_____	/
_____ SPDS PLOTTER	_____	/
_____ ERM ADMIN. ASSISTANT	_____	/
_____ EMERG. COMM. ADMIN. ASSISTANT	_____	/
_____ FEOC REPRESENTATIVE	_____	/
_____ DARLINGTON EOC REPRESENTATIVE	_____	/
_____ CHESTERFIELD EOC REPRESENTATIVE	_____	/
_____ LEE EOC REPRESENTATIVE	_____	/
_____ STATE/COUNTY COMMUNICATOR*	_____	/
_____ PUBLIC INFORMATION COMMUNICATOR*	_____	/
_____ FACILITY ADMINISTRATIVE ASSISTANTS (2)	_____	/

OVERFLOW

ERO POSITION

_____	_____	/
_____	_____	/
_____	_____	/
_____	_____	/
_____	_____	/

* Of the 3 Communicator positions (TSC and EOF), 1 additional person is required in 45 minutes and 2 additional personnel are required in 75 minutes.

EMERGENCY OPERATIONS FACILITY (EOF) FOUR DAY WORK SCHEDULE

Position	Shift	Time*	Date / /	Date / /	Date / /	Date / /
Emergency Response Manager			Name	Name	Name	Name
	1					
	2					
	3					
Assistant Emergency Response Manager			Name	Name	Name	Name
	1					
	2					
	3					
Emergency Communicator			Name	Name	Name	Name
	1					
	2					
	3					
Plant Operations Advisor			Name	Name	Name	Name
	1					
	2					
	3					
Dose Projection Leader			Name	Name	Name	Name
	1					
	2					
	3					

* Shift times may vary - i.e., (2) 12-hour shifts, (3) 8-hour shifts

If (2) 12-hour shifts - use shift 1-shift 2 boxes

If (3) 8-hour shifts - use shift 1-shift 2 and shift 3 boxes

EMERGENCY OPERATIONS FACILITY (EOF) FOUR DAY WORK SCHEDULE

Position	Shift	Time*	Date / /	Date / /	Date / /	Date / /
Facility Administrative Assistant			Name	Name	Name	Name
	1					
	2					
	3					
Facility Administrative Assistant			Name	Name	Name	Name
	1					
	2					
	3					
Environmental Monitoring Leader			Name	Name	Name	Name
	1					
	2					
	3					
Technical Analysis Manager			Name	Name	Name	Name
	1					
	2					
	3					
Administrative & Logistics Manager			Name	Name	Name	Name
	1					
	2					
	3					
Radiological Control Manager			Name	Name	Name	Name
	1					
	2					
	3					

* Shift times may vary - i.e., (2) 12-hour shifts, (3) 8-hour shifts
 If (2) 12-hour shifts - use shift 1-shift 2 boxes
 If (3) 8-hour shifts - use shift 1-shift 2 and shift 3 boxes

EMERGENCY OPERATIONS FACILITY (EOF) FOUR DAY WORK SCHEDULE

Position	Shift	Time*	Date / /	Date / /	Date / /	Date / /
ERM Administrative Assistant			Name	Name	Name	Name
	1					
	2					
	3					
FEOC Representative			Name	Name	Name	Name
	1					
	2					
	3					
Darlington EOC Representative			Name	Name	Name	Name
	1					
	2					
	3					

* Shift times may vary - i.e., (2) 12-hour shifts, (3) 8-hour shifts
 If (2) 12-hour shifts - use shift 1-shift 2 boxes
 If (3) 8-hour shifts - use shift 1-shift 2 and shift 3 boxes

EMERGENCY OPERATIONS FACILITY (EOF) FOUR DAY WORK SCHEDULE

Position	Shift	Time*	Date / /	Date / /	Date / /	Date / /
Chesterfield EOC Representative			Name	Name	Name	Name
	1					
	2					
	3					
Lee EOC Representative			Name	Name	Name	Name
	1					
	2					
	3					
State/County Communicator			Name	Name	Name	Name
	1					
	2					
	3					
Public Information Communicator			Name	Name	Name	Name
	1					
	2					
	3					

* Shift times may vary - i.e., (2) 12-hour shifts, (3) 8-hour shifts
 If (2) 12-hour shifts - use shift 1-shift 2 boxes
 If (3) 8-hour shifts - use shift 1-shift 2 and shift 3 boxes

EMERGENCY OPERATIONS FACILITY (EOF) FOUR DAY WORK SCHEDULE

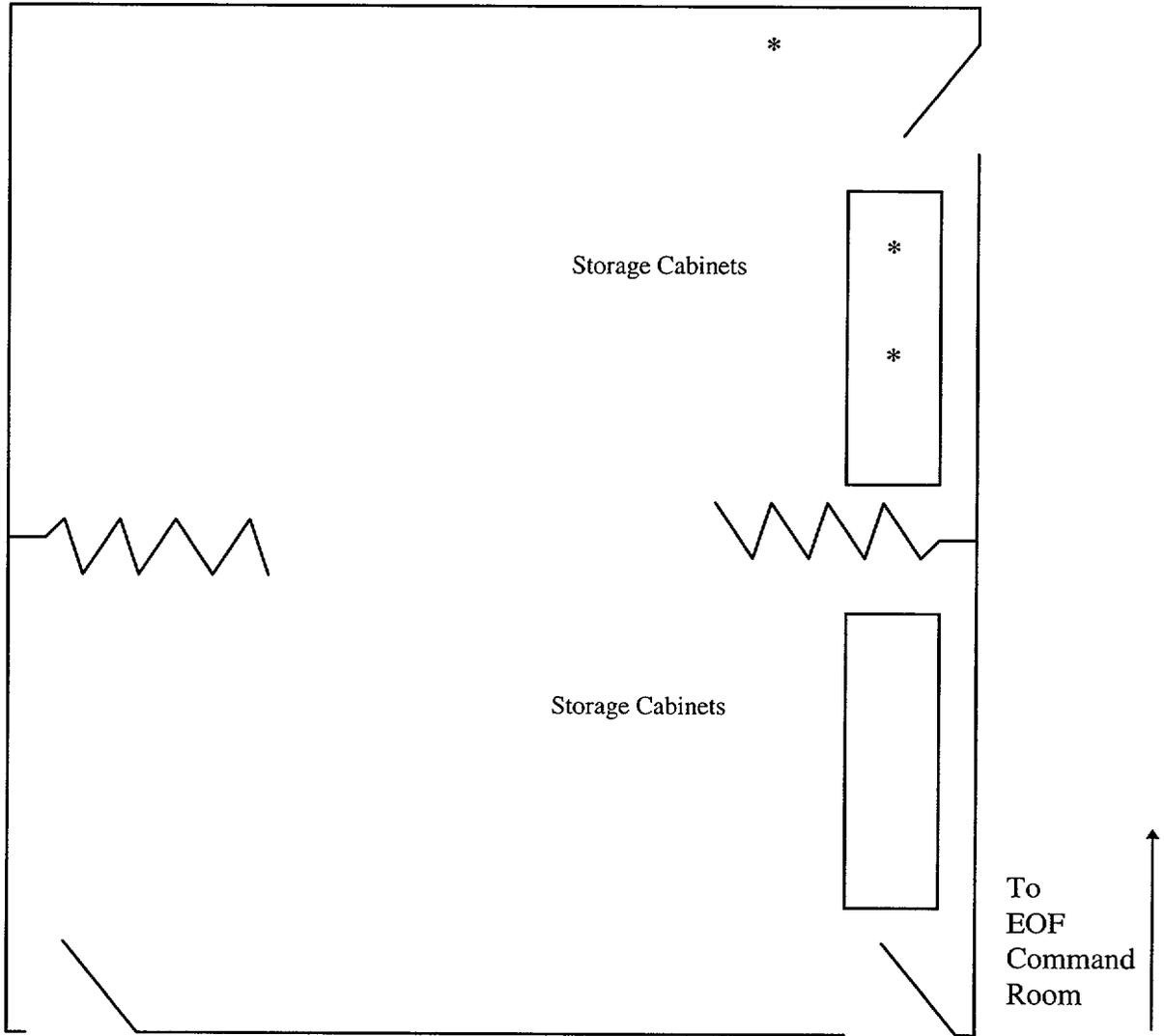
Position	Shift	Time*	Date / /	Date / /	Date / /	Date / /
Others:			Name	Name	Name	Name
	1					
	2					
	3					
			Name	Name	Name	Name
	1					
	2					
	3					
			Name	Name	Name	Name
	1					
	2					
	3					
			Name	Name	Name	Name
	1					
	2					
	3					

* Shift times may vary - i.e., (2) 12-hour shifts, (3) 8-hour shifts

If (2) 12-hour shifts - use shift 1-shift 2 boxes

If (3) 8-hour shifts - use shift 1-shift 2 and shift 3 boxes

ATTACHMENT 8.3.5.3
Page 1 of 1
EOF NRC SUPPORT ROOM RECOMMENDED LAYOUT



* NRC ETS Phones

To TSC Command Room

EMERGENCY OPERATIONS FACILITY (EOF) EMERGENCY SUPPLY LIST

<u>SUPPLIES</u>	<u>EOF LOCATION</u>
1. Telecopier	Training Library
2. Xerox Machine	Copy Room 411
3. Emergency Kit	EOF/TSC Mech. Room
4. Clock	On Wall
5. Emergency Resources Manual (INPO)	A&L/M
6. Maps	
a. 10 mile EPZ	Room 434
b. 50 mile EPZ	Room 434
c. Topo Map of Plant Environments	Room 434
7. Mechanical Systems Drawings	Training Library
8. Electrical Systems Drawings	Training Library
9. FSAR	Training Library
10. System Descriptions	Training Library
11. Technical Specifications	Training Library
12. Emergency Plans	
a. Corporate Plan and Procedures	Room 434
b. Plant Plan and Procedures	Training Library
c. State and Local Plans	Room 434
13. Emergency Notification Phone Lists	Emergency Phone Book
14. CP&L Emergency Organization Chart	Room 434

TECHNICAL SUPPORT CENTER (TSC) SIGN IN ROSTER

NOTE: The positions listed below are recommended for activation purposes, however, partial activation should be considered in order to relieve the Control Room as soon as possible.

	NAME (PLEASE PRINT)	/ TIME
____ SITE EMERGENCY COORDINATOR (B1-75)	_____	/
____ RADIOLOGICAL CONTROL DIRECTOR	_____	/
____ PLANT OPERATIONS DIRECTOR	_____	/
____ REACTOR ENGINEER (B1-45)	_____	/
____ ELECTRICAL ENGINEER (B1-75)	_____	/
____ MECHANICAL ENGINEER (B1-75)	_____	/
____ EMERGENCY REPAIR DIRECTOR	_____	/
____ ERFIS MAINTENANCE	_____	/
____ EMERGENCY SECURITY LEADER	_____	/
____ TECHNICAL ANALYSIS DIRECTOR	_____	/
____ NRC COMMUNICATOR*	_____	/

 TSC POSITIONS LISTED BELOW ARE NOT REQUIRED FOR INITIAL TSC ACTIVATION.

____ SEC ADMINISTRATIVE ASSISTANT	_____	/
____ SUPPORT SVS. COORDINATOR	_____	/
____ FACILITY ADMINISTRATIVE ASSISTANT(S)	(1) _____	/
	(2) _____	/

*Of the 3 Communicator positions (TSC and EOF), 1 additional person is required in 45 minutes and 2 additional personnel are required in 75 minutes.

TECHNICAL SUPPORT CENTER (TSC) FOUR DAY WORK SCHEDULE

Position	Shift	Time*	Date / /	Date / /	Date / /	Date / /
Site Emergency Coordinator			Name	Name	Name	Name
	1					
	2					
	3					
Radiological Control Director			Name	Name	Name	Name
	1					
	2					
	3					
Plant Operations Director			Name	Name	Name	Name
	1					
	2					
	3					
Reactor Engineer			Name	Name	Name	Name
	1					
	2					
	3					

* Shift times may vary - i.e., (2) 12-hour shifts, (3) 8-hour shifts

If (2) 12-hour shifts - use shift 1-shift 2 boxes

If (3) 8-hour shifts - use shift 1-shift 2 and shift 3 boxes

TECHNICAL SUPPORT CENTER (TSC) FOUR DAY WORK SCHEDULE

Position	Shift	Time*	Date / /	Date / /	Date / /	Date / /
Facility Administrative Assistants (2)			Name	Name	Name	Name
	1					
	2					
	3					
	1					
	2					
	3					
Electrical Engineer			Name	Name	Name	Name
	1					
	2					
	3					
Mechanical Engineer			Name	Name	Name	Name
	1					
	2					
	3					
Emergency Repair Director			Name	Name	Name	Name
	1					
	2					
	3					
ERFIS Maintenance			Name	Name	Name	Name
	1					
	2					
	3					

* Shift times may vary - i.e., (2) 12-hour shifts, (3) 8-hour shifts

If (2) 12-hour shifts - use shift 1-shift 2 boxes

If (3) 8-hour shifts - use shift 1-shift 2 and shift 3 boxes

TECHNICAL SUPPORT CENTER (TSC) FOUR DAY WORK SCHEDULE

Position	Shift	Time*	Date / /	Date / /	Date / /	Date / /
Emergency Security Team Leader			Name	Name	Name	Name
	1					
	2					
	3					
Technical Analysis Director			Name	Name	Name	Name
	1					
	2					
	3					
NRC Communicator			Name	Name	Name	Name
	1					
	2					
	3					
SEC Administrative Assistant			Name	Name	Name	Name
	1					
	2					
	3					
Support Svs. Coordinator			Name	Name	Name	Name
	1					
	2					
	3					

* Shift times may vary - i.e., (2) 12-hour shifts, (3) 8-hour shifts

If (2) 12-hour shifts - use shift 1-shift 2 boxes

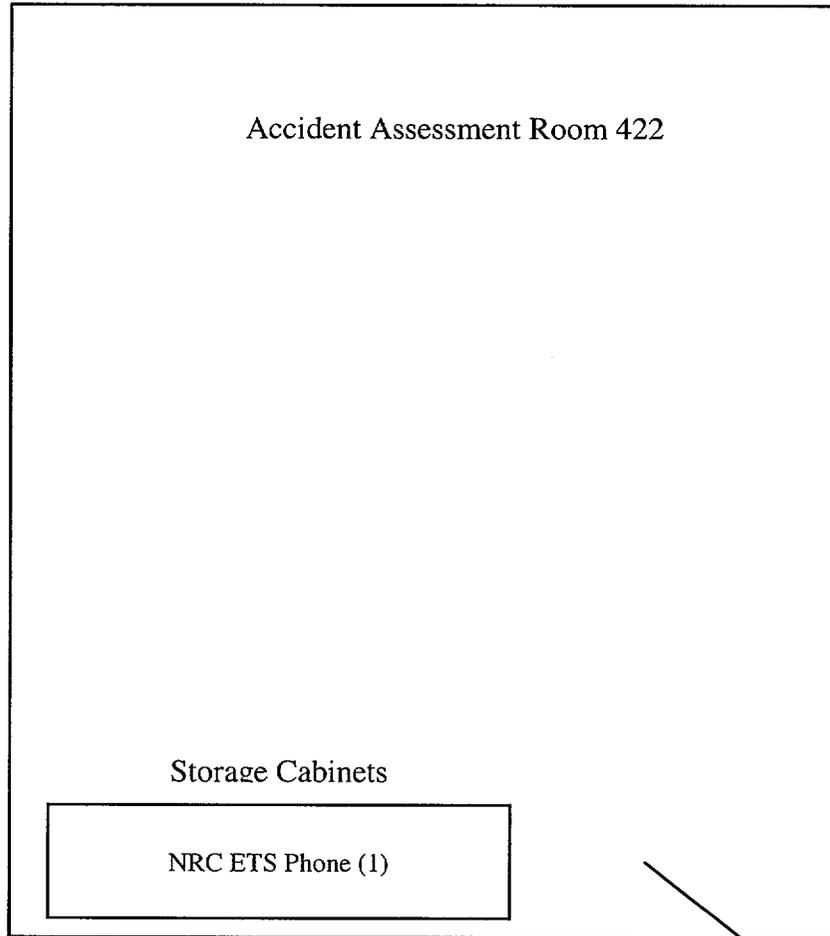
If (3) 8-hour shifts - use shift 1-shift 2 and shift 3 boxes

TECHNICAL SUPPORT CENTER (TSC) FOUR DAY WORK SCHEDULE

Position	Shift	Time*	Date / /	Date / /	Date / /	Date / /
Others:			Name	Name	Name	Name
	1					
	2					
	3					
			Name	Name	Name	Name
	1					
	2					
	3					
			Name	Name	Name	Name
	1					
	2					
	3					
			Name	Name	Name	Name
	1					
	2					
	3					
			Name	Name	Name	Name
	1					
	2					
	3					

* Shift times may vary - i.e., (2) 12-hour shifts, (3) 8-hour shifts
 If (2) 12-hour shifts - use shift 1-shift 2 boxes
 If (3) 8-hour shifts - use shift 1-shift 2 and shift 3 boxes

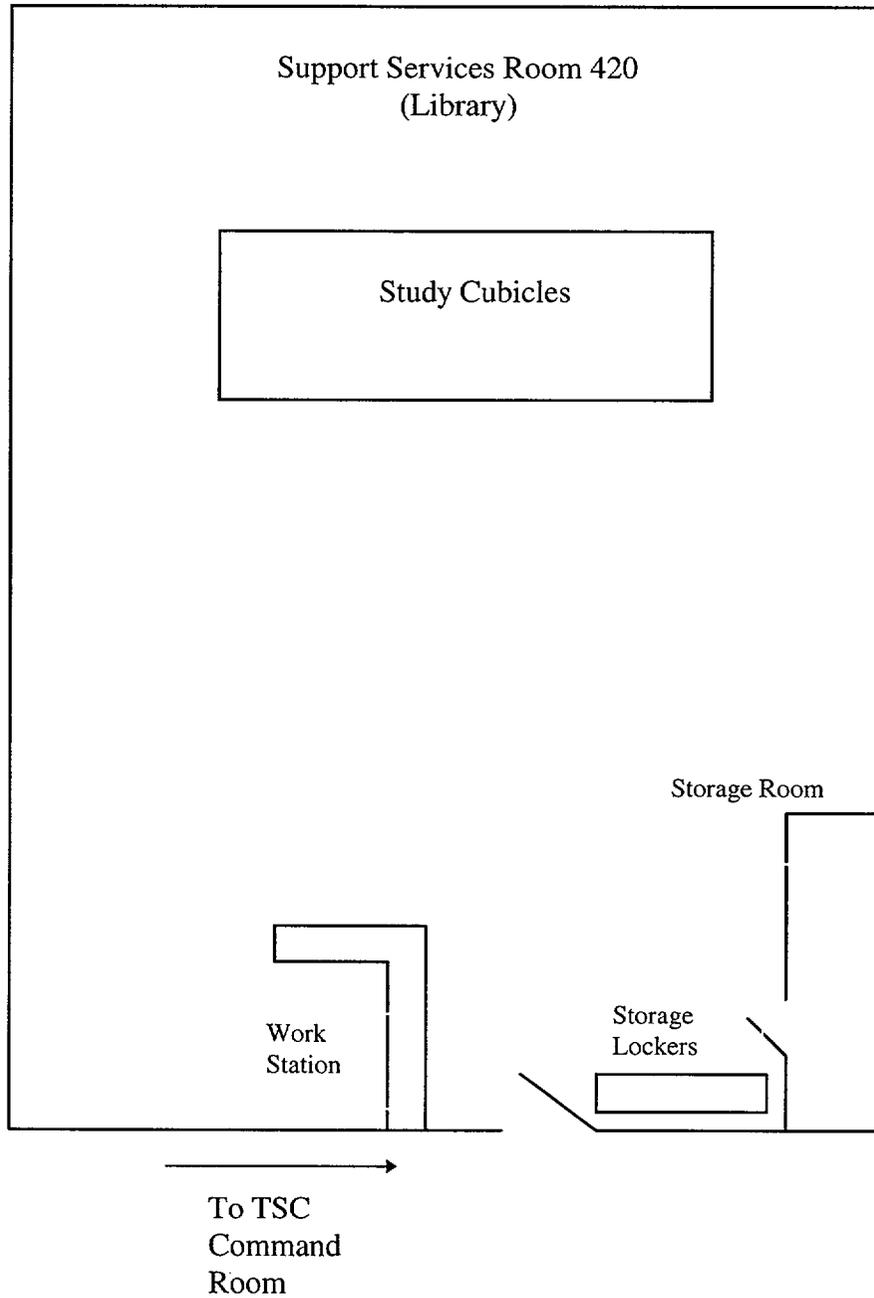
ATTACHMENT 8.3.5.7
Page 1 of 1
ACCIDENT ASSESSMENT ROOM RECOMMENDED LAYOUT



To TSC Command Room

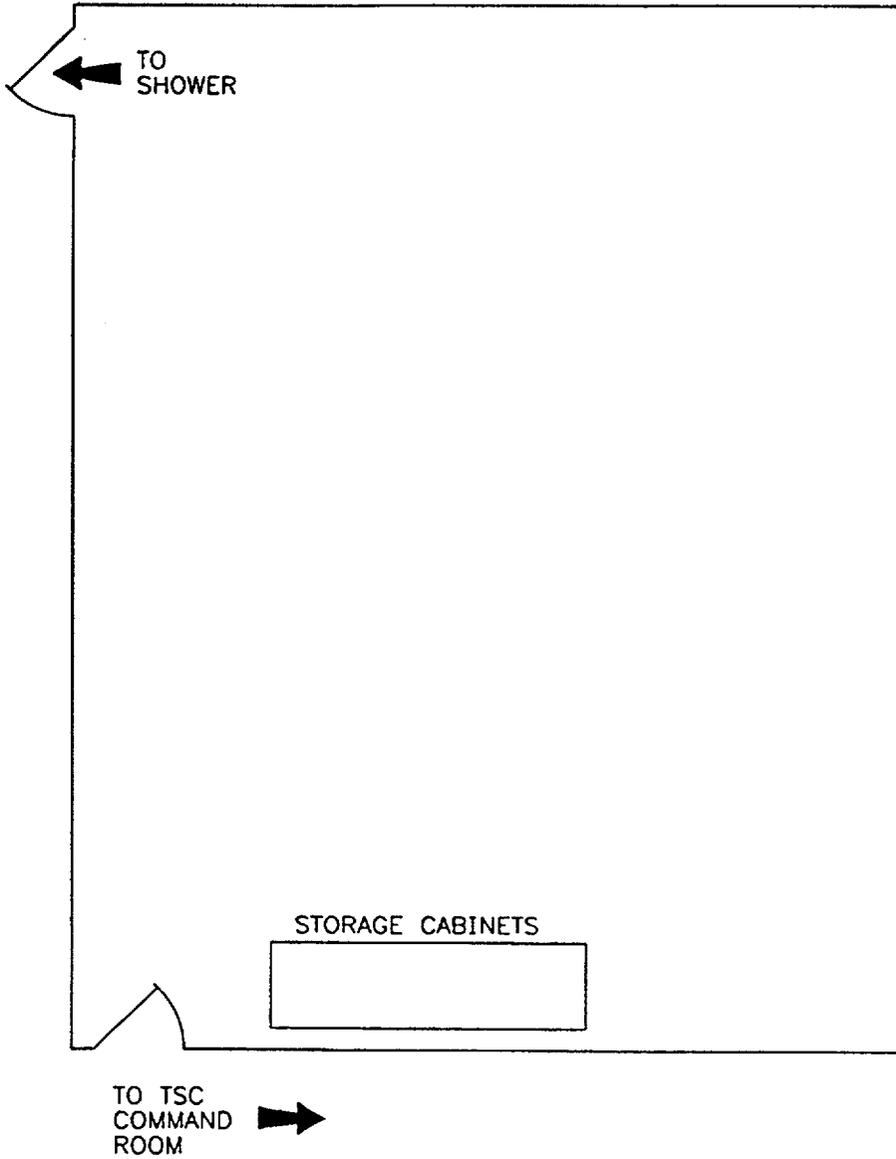


ATTACHMENT 8.3.5.8
Page 1 of 1
SUPPORT SERVICES ROOM RECOMMENDED LAYOUT

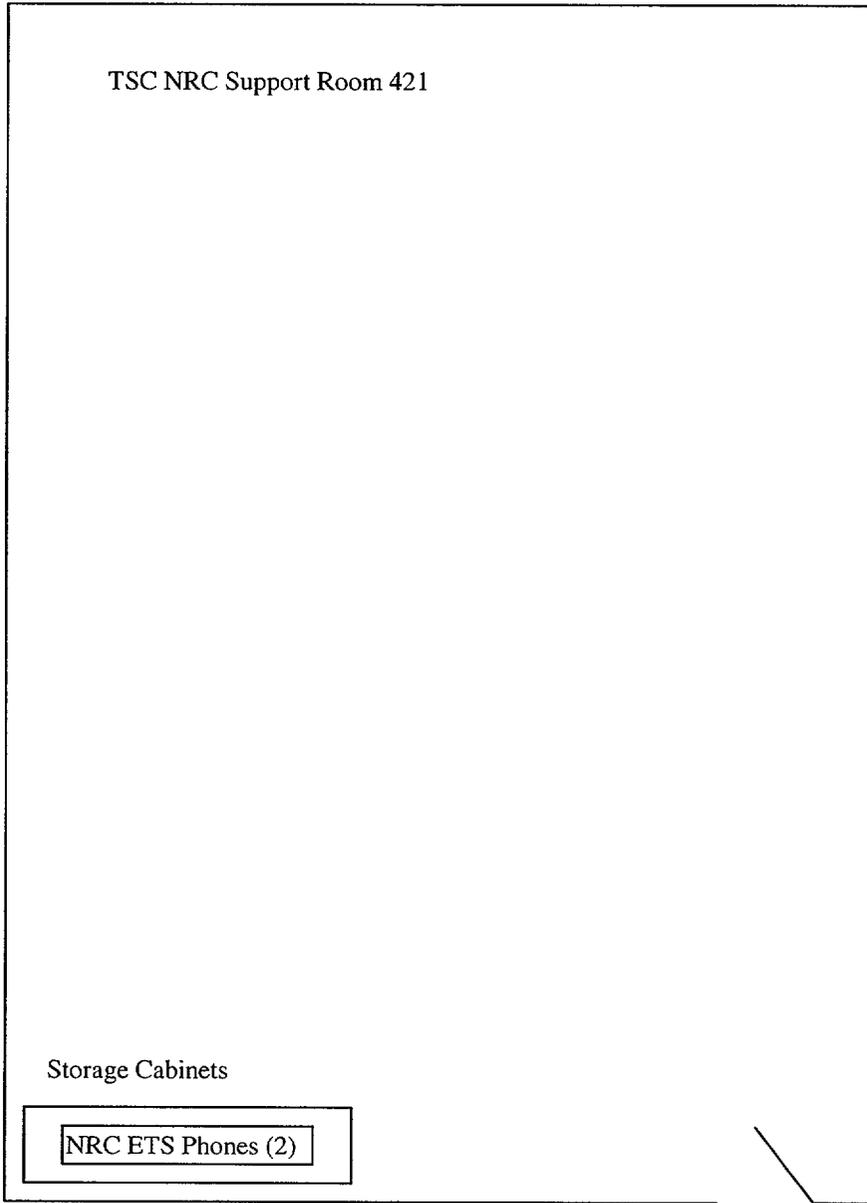


**ENVIRONMENTAL & RADIOLOGICAL CONTROL SUPPORT ROOM
RECOMMENDED LAYOUT**

ENVIRONMENTAL AND RADIOLOGICAL CONTROLS
SUPPORT ROOM
ROOM 423



ATTACHMENT 8.3.5.10
Page 1 of 1
**TSC NRC SUPPORT ROOM
RECOMMENDED LAYOUT**



To TSC Command Room



United States Nuclear Regulatory Commission
Attachment V to Serial RNP-RA/02-0100
8 Pages

EPJIC-00
ACTIVATION AND OPERATION OF
THE JOINT INFORMATION CENTER
Revision 5



R
Reference
Use

CAROLINA POWER & LIGHT COMPANY
H. B. ROBINSON STEAM ELECTRIC PLANT, UNIT NO. 2

PLANT OPERATING MANUAL

VOLUME 2
PART 5

EMERGENCY PROCEDURE

EPJIC-00

***ACTIVATION AND OPERATION OF THE JOINT
INFORMATION CENTER***

REVISION 5

SUMMARY OF CHANGES

STEP #	REVISION COMMENTS
Step 3.1	Revised emergency action level for activation of the Joint Information Center from a Site Area Emergency to an Alert. Added statement for beepered and non-beepered staff to activate the JIC within two hours of the declaration of an ALERT.
Step 3.2	Revised step to indicate that the Joint Information Center may be activated at a lower classification as determined by the Emergency Response Manager and the Company Spokesperson.
Step 4.1	Changed Site Area Emergency to Alert
Step 4.2	Changed Site Area Emergency to Alert

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5.0 PRECAUTIONS & LIMITATIONS	5
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1.0 **PURPOSE**

- 1.1 This procedure provides instructions for activation, operation and deactivation of the Joint Information Center (JIC).
- 1.2 This procedure meets NUREG-0654, Parts 3a, b, 4a, b and c.

2.0 **REFERENCES**

- 2.1 PLP-007, Robinson Emergency Plan
- 2.2 NUREG-0654, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants

3.0 **RESPONSIBILITIES**

- 3.1 Activation of the Joint Information Center is required following the declaration of an ALERT. Beepered and non-beepered JIC staff are responsible for activating the Joint Information Center within two hours of the declaration of an Alert.
- 3.2 JIC activation prior to an Alert classification may occur at the discretion of the Emergency Response Manager and Company Spokesperson.
 - Early activation may be due to media/public attention or state/county request.
- 3.3 Upon activation, the Joint Information Center will become the primary location for release of information to the news media and general public through both written and verbal communications.
- 3.4 The JIC staff is responsible for providing up-to-date and accurate information to the news media and general public regarding an emergency at H. B. Robinson Steam Electric Plant, Unit 2 including:
 - 3.4.1 Coordinating the dissemination of information to the news media and the public with State, County and Federal agencies.
 - 3.4.2 Providing written news releases
 - 3.4.3 Ensuring timely approval of written news releases

3.0 **RESPONSIBILITIES** (Continued)

3.4.4 Conducting press conferences

3.4.5 Responding to telephone inquiries

3.4.6 Providing plant status and public information response updates to Corporate Communications personnel.

3.5 The JIC Organization is illustrated in Attachment 10.1. Suggested staffing levels are indicated in parenthesis. However, the JIC may be activated at any time the Company Spokesperson determines that key/necessary functions can be maintained without a full staffing complement.

4.0 **PREREQUISITES**

4.1 An Alert or higher emergency classification is declared, or

4.2 Activation of the JIC is requested or initiated prior to an Alert classification level.

5.0 **PRECAUTIONS & LIMITATIONS**

N/A

6.0 **SPECIAL TOOLS AND EQUIPMENT**

N/A

7.0 **ACCEPTANCE CRITERIA**

N/A

8.0 **INSTRUCTIONS**

See Individual Sections

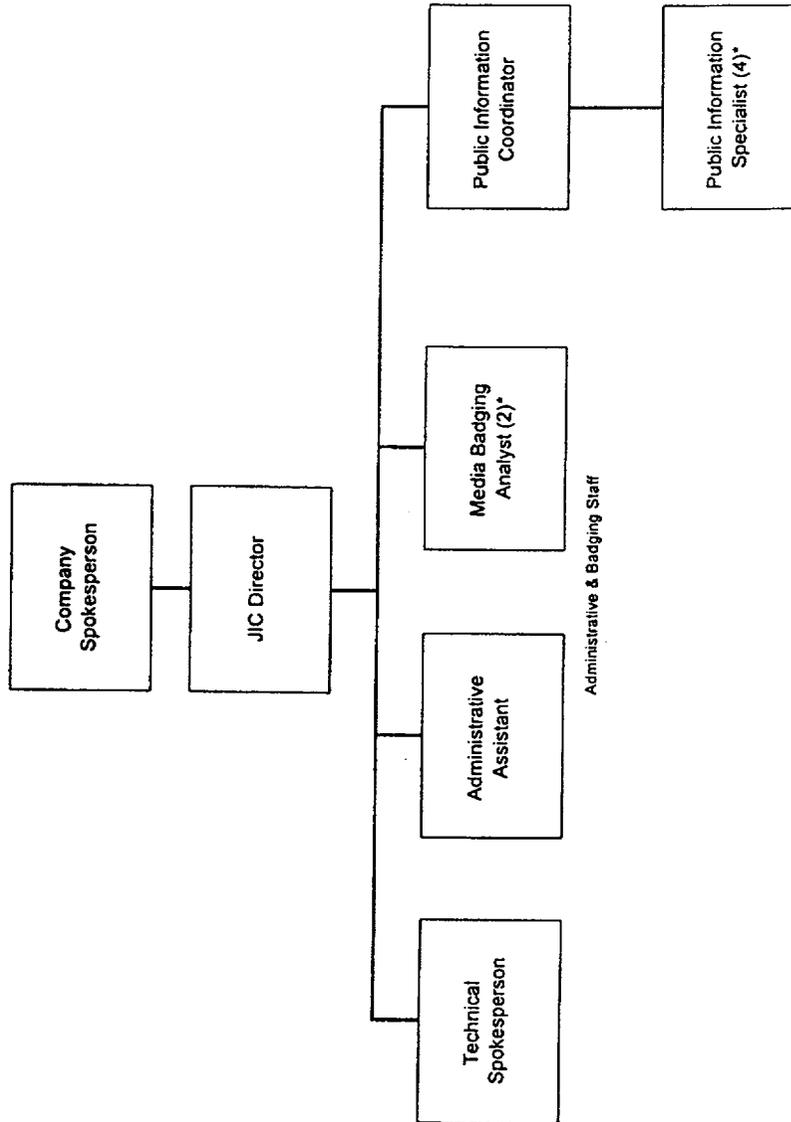
9.0 **RECORDS**

N/A

10.0 **ATTACHMENTS**

10.1 Joint Information Center (JIC) Organization

ATTACHMENT 10.1
Page 1 of 1
JOINT INFORMATION CENTER (JIC) ORGANIZATION



* Numbers in parenthesis are suggested staffing levels, however, the JIC may be activated at any time the Company Spokesperson determines that key/necessary functions can be maintained without a full staffing complement.

United States Nuclear Regulatory Commission
Attachment VI to Serial RNP-RA/02-0100
10 Pages

EPJIC-02
JOINT INFORMATION CENTER DIRECTOR
Revision 7

CAROLINA POWER & LIGHT COMPANY
H. B. ROBINSON STEAM ELECTRIC PLANT, UNIT NO. 2

PLANT OPERATING MANUAL

VOLUME 2
PART 5

EMERGENCY PROCEDURE

EPJIC-02

JOINT INFORMATION CENTER DIRECTOR

REVISION 7

SUMMARY OF CHANGES

STEP #	REVISION COMMENTS
8.2.3.2.a	Delete number for the JIC and reference the ERO phonebook
8.2.3.2	Delete the specific phone numbers and customer service center

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JOINT INFORMATION CENTER (JIC) DIRECTOR QUICK START GUIDE

NOTE: Blanks are provided for place keeping ✓'s only, logs are the official record. This is a summary level guide and does not replace the procedure steps.

1. Sign in on the JIC Organization Board, sign-in log, and obtain position badge. _____
2. If Dialogic is utilized for callout, upon your arrival at the JIC, contact Dialogic at (9-857-1777). _____
3. Initiate documentation of activities in the electronic log or in the logbook. _____
4. Contact the Public Information Emergency Communicator at 5002 to receive plant status briefing from the EOF. _____
 - Obtain copies of press releases that have been issued from the EOF. _____
5. Verify interface between JIC and Emergency Operations Facility (EOF) computers are working properly. If required, utilize back-up fax capability.
 - Log in to the Local Area Network (LAN) using your log in name AND password. _____
6. Delegate Administrative/Badging Staff responsibilities/tasks per EPJIC-05, if necessary, until the arrival of the Administrative/Badging Staff. _____
7. Coordinate JIC staffing requests and establish JIC relief shift plans with the Administrative & Logistics Manager in the EOF. _____
8. Assign available Administrative/Badging personnel to fill positions as needed. _____
9. Direct the Administrative Assistant to fill other JIC Emergency Response Organization (ERO) positions as necessary. _____
10. Establish interface with offsite agencies at the JIC. _____
11. Notify the Company Spokesperson as to readiness to activate. _____
12. Refer to procedure steps. _____

8.2 JOINT INFORMATION CENTER (JIC) DIRECTOR

8.2.1 PURPOSE

1. This procedure describes the functional responsibilities and procedure steps for the Joint Information Center (JIC) Director **AFTER** the JIC is activated.

8.2.2 RESPONSIBILITIES

1. Prepare non-technical press releases for issuance.
2. Receive, coordinate, ensure approval and issuance of press releases from the Emergency Operations Facility (EOF).
3. Assume duties of the Company Spokesperson, if required.

8.2.3 INSTRUCTIONS

NOTE: Non-technical press releases containing only information regarding JIC activation, media/public inquiry telephone numbers, or press conference times do not require the Emergency Response Manager (ERM) approval.

1. Prepare the initial non-technical press release announcing JIC activation, media/public inquiry telephone numbers for the JIC, and the time of the initial press conference, (if available).
 - a. Obtain approval from the Company Spokesperson.
 - b. Inform the Public Information Emergency Communicator (PIEC) in the EOF when press releases are issued.
2. Notify Distribution Control Center upon activation of the JIC.
 - a. Provide the number for rumor control per the ERO phone book such that future calls may be appropriately directed.

8.2.3 INSTRUCTIONS (Continued)

NOTE: Technical press releases require approval by the Emergency Response Manager. Technical revisions to approved press releases require an additional approval by the ERM. Non-technical revisions do not require additional approval by the ERM.

3. Coordinate timely preparation of technical press releases with the EOF.
 - a. Following the activation of the JIC, press releases should be available for issue to the news media following:
 - A change in emergency classification, or
 - A radiological release as a result of the emergency, or
 - Other significant events provided to the offsite agencies via an Emergency Notification Form.
 - b. Obtain press release numbers from the Public Information Emergency Communicator (PIEC) to prevent duplicate press release numbers.

NOTE: Attachment 8.2.5.1, Press Release Flowchart, describes the process for coordination of press release initiation, approval, and distribution.

- c. Ensure that press releases for review are maintained in the Draft Press Releases Public Folder.
 - Hard copies for approval should be controlled by marking them "draft" either by word processing or pen and ink.

NOTE: General information for sharing the press releases via computer is included in the Emergency Press Release Folder.

4. Verify with the EOF through the PIEC that the NRC Director of Site Operations, if staffed, has reviewed copies of the CP&L press releases. The PIEC shall obtain this review prior to transmission to the JIC.

8.2.3 INSTRUCTIONS (Continued)

5. Coordinate timely JIC review of press releases with the Company Spokesperson.
 - a. Inform the PIEC of non-technical revisions.
 - b. Ensure that approved press releases are marked with an issuance time.
 - c. Place approved press releases in the Approved Press Releases Public Folder.
6. Coordinate the issuance of CP&L press releases with the distribution of press releases from offsite agencies who are present at the JIC.
7. Direct the Administrative Staff to issue press releases to the designated locations per EPJIC-05, Attachment 8.5.5.4, Press Release Distribution Log.
 - a. Ensure the NRC Emergency Communicator is notified of the issuance of each press release so that he may complete the required NRC notifications.
8. Provide significant plant status changes as they occur discreetly to the Company Spokesperson during press conferences (e.g., via hand carried note).
9. Ensure Corporate Communications is up-to-date on plant status and continue updates throughout the emergency.

8.2.3 INSTRUCTIONS (Continued)

10. Ensure State/County and Federal agency public information officers are updated on the plant status. Agencies not currently located in the JIC should be notified via telephone until their arrival at the JIC.
 - Refer to the ERO Telephone Directory for telephone numbers.
 - Request Corporate Communications personnel assistance if needed.
11. Deactivate the JIC as directed.
 - Ensure equipment and supplies are returned to the appropriate storage locations, as applicable.
 - Ensure that Corporate Communications and State/County and Federal agencies (not located in the JIC) are notified of the deactivation.
12. Ensure all documentation generated during the emergency or drill/exercise is forwarded to the Emergency Preparedness Staff.

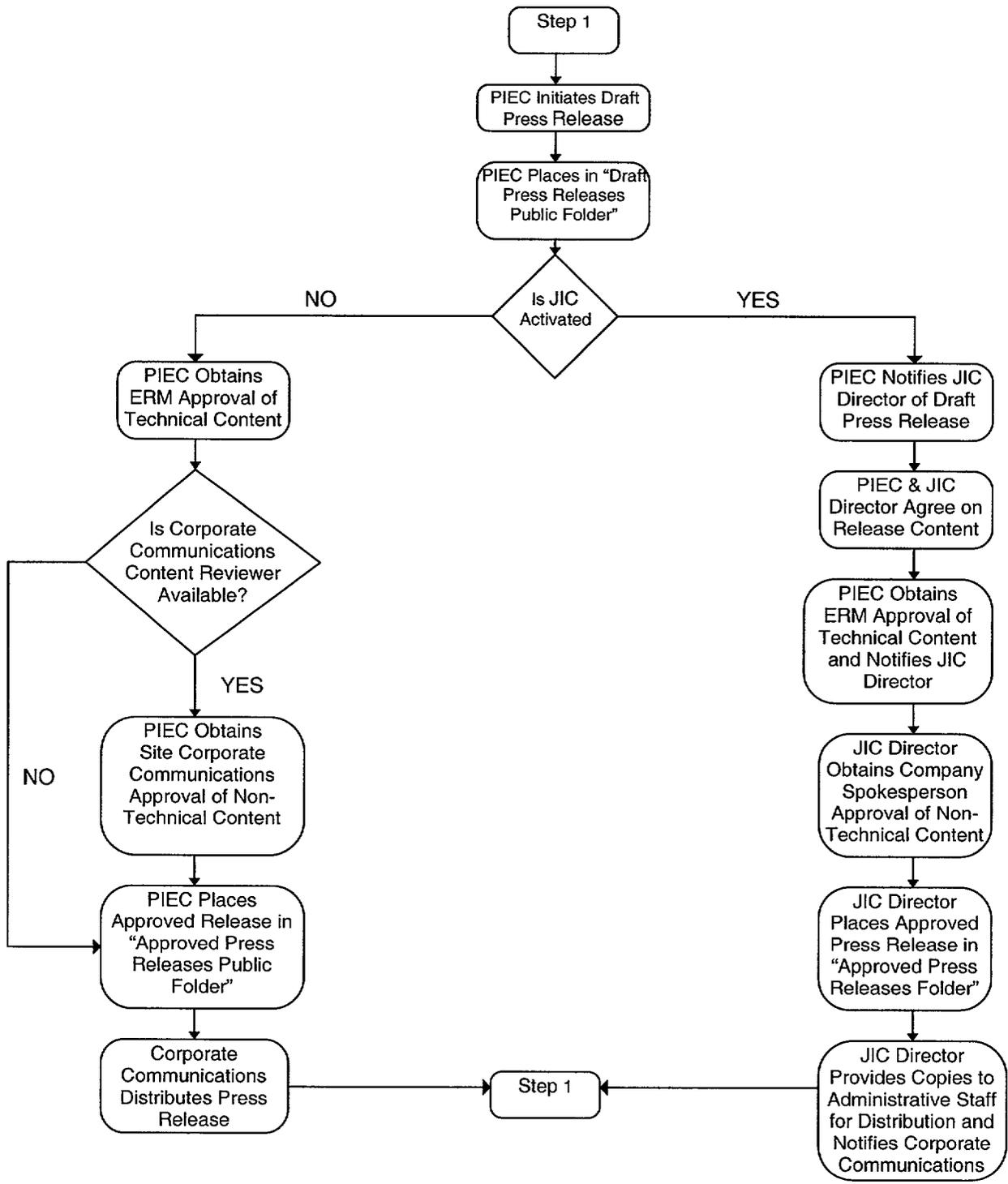
8.2.4 RECORDS

N/A

8.2.5 ATTACHMENTS

- 8.2.5.1 Press Release Flow Chart

Attachment 8.2.5.1
Page 1 of 1
Press Release Flow Chart



United States Nuclear Regulatory Commission
Attachment VII to Serial RNP-RA/02-0100
10 Pages

EPJIC-03
TECHNICAL SPOKESPERSON
Revision 5

CAROLINA POWER & LIGHT COMPANY
H. B. ROBINSON STEAM ELECTRIC PLANT, UNIT NO. 2

PLANT OPERATING MANUAL

VOLUME 2
PART 5

EMERGENCY PROCEDURE

EPJIC-03

TECHNICAL SPOKESPERSON

REVISION 5

SUMMARY OF CHANGES

STEP #	REVISION COMMENTS
8.3.2	Add to responsibilities assuming duties of Co. Spokesperson
8.3.3.1 d.	Add reference to attachment 8.3.5.1
8.3.3.1 i.	Replace with reference to the attached Technical Information Guide

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8.3.5.1 Technical Information Guide	3-8

TECHNICAL SPOKESPERSON QUICK START GUIDE

NOTE: Blanks are provided for place keeping ✓'s only, logs are the official record. This is a summary level guide and does not replace the procedure steps.

1. Sign in on the Joint Information Center (JIC) sign-in log and board. _____
2. If dialogic is utilized for callout, upon your arrival at the JIC, notify dialogic (9-857-1777). _____
3. Verify interface between the JIC and Site Computer System. _____
 - Log on to the Emergency Response Facility Information System (ERFIS)/Electronic Display System (EDS). _____
4. Establish communications with the Technical Analysis Manager in the Emergency Operations Facility (EOF) to obtain plant status update. (8-450-5050) _____
5. Obtain complete plant status information from the EOF. Provide plant status update during initial JIC facility briefing. _____
6. Notify the Company Spokesperson as to readiness to activate. _____
7. Provide ERFIS time to the Administrative & Badging Staff for synchronizing JIC clocks. _____
8. Refer to procedure steps. _____

8.3 TECHNICAL SPOKESPERSON

8.3.1 PURPOSE

1. This procedure describes the functional responsibilities and procedure steps for the Joint Information Center (JIC) Technical Spokesperson **AFTER** The JIC is activated.

8.3.2 RESPONSIBILITIES

1. Technical Spokesperson
 - a. Provide plant status updates during press conferences and JIC facility briefings.
 - b. Gather, assess and formulate information for the media/public from the Emergency Operations Facility (EOF).
 - c. Provide the JIC primary interface with the EOF.
 - d. Assume duties of the Company Spokesperson if required.

8.3.3 INSTRUCTIONS

1. Technical Spokesperson
 - a. During JIC facility briefings, set up a conference call with the Corporate Communications Department (CCD) representative responding to the emergency to allow the CCD representative to hear the JIC facility briefings via telephone (function can be delegated).
 - b. Participate in pre-press conference briefings by providing plant technical information to be issued to the media at the press conference.
 - c. Maintain primary and regular telephone and computer interface with the EOF.
 - Monitor EOF facility briefings as time permits.

8.3.3.1 (Continued)

- d. Participate in press conferences by providing plant technical information to the media.
 - Respond to technical media inquiries at the press conference.
 - Ensure all information being released has been approved by the Emergency Response Manager (ERM).
 - After JIC activation, a press conference shall be conducted within 60 minutes after declaration of an emergency classification, radiological release as a result of the emergency, JIC activation or other significant event provided to the offsite agencies via an Emergency Notification Form.
 - See attachment 8.3.5.1
- e. If requested, provide response to inquiries received by the JIC Public Information Specialists.
- f. Provide feedback from the press conferences to the EOF.
- g. Coordinate follow up on inquiries from previous press conferences where responses were not readily available.
- h. Coordinate with the Company Spokesperson to address rumors and/or negative trends from news reports or telephone inquiries.
- i. Reference the attached Technical Information Guide.

8.3.4 RECORDS

N/A

8.3.5 ATTACHMENTS

8.3.5.1 Technical Information Guide

ATTACHMENT 8.3.5.1
Page 1 of 2
TECHNICAL INFORMATION GUIDE

Declaration of emergency classifications

- Times
- Plant conditions creating classification

Status of plant

- Shutdown (Hot, Cold, Standby)
- Degrading conditions
- Corrective actions
- Power reduction rate
- Fission product barrier breached or in jeopardy

Status of Emergency Notification Forms to offsite agencies

- Agencies
- Times

Activation times of onsite and offsite emergency facilities

- Facilities
- Times
- Who is in charge

Personnel concerns

- Site evacuation, accountability
- Injured, contaminated, transported, by whom & where

Meteorological data

- Wind speed, direction, precipitation

Release of radiation to the environment

ATTACHMENT 8.3.5.1
Page 2 of 2
TECHNICAL INFORMATION GUIDE

Dose projection [Whole body (TEDE) and Thyroid (CDE)], and actual field readings

- Hypothetical versus actual dose
- Location: site boundary, 2 mile, 5 mile and 10 mile
- Radiation monitoring teams, where

Plant radiation monitors

- Abnormal readings-where
- Impact on plant activities

Site repair teams

- Repairs, priorities
- Estimated completion

Protective action recommendations-accepted/not accepted

- Basis for recommendation
- Shelter, evacuation, zones involved
- Sirens sounded/projected

Request for offsite assistance (fire, rescue, ambulance, etc.)

- Why, from where
- Arrival and departure

EOF briefing information

Recovery status

United States Nuclear Regulatory Commission
Attachment VIII to Serial RNP-RA/02-0100
10 Pages

EPJIC-04
PUBLIC INFORMATION COORDINATOR/SPECIALIST
Revision 4



R
Reference
Use

CAROLINA POWER & LIGHT COMPANY
H. B. ROBINSON STEAM ELECTRIC PLANT, UNIT NO. 2

PLANT OPERATING MANUAL

VOLUME 2
PART 5

EMERGENCY PROCEDURE

EPJIC-04

PUBLIC INFORMATION COORDINATOR/SPECIALIST

REVISION 4

SUMMARY OF CHANGES

STEP	REVISION COMMENTS
Public Information Coordinator Quick Start Guide	Deleted step 2 and renumbered. Change step 2 to reflect current materials available at each PI Specialist work station.
Public Information Specialist Quick Start Guide	Deleted step 2 and renumbered.
8.4.3.1.b	Changed to reflect "attend or monitor" press conference. This will be consistent with the Qualification Checklist.
8.4.3.1.c	Changedobtain responses from the "Company Spokesperson" versus the Company Technical Spokesperson.
8.4.3.2	Revised step 2 of NOTE, should be corrected to reflect the material that will be in the PI Specialist Folders. Changed to "materials".

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8.4.5.1 Public/Media Telephone Inquiry Log	4-9

PUBLIC INFORMATION COORDINATOR QUICK START GUIDE

NOTE: Blanks are provided for place keeping ✓'s only, logs are the official record. This is a summary level guide and does not replace the procedure steps.

1. Sign in on the Joint Information Center (JIC) sign-in log and board. _____
2. Verify current materials available at each Public Information Specialist work station. _____
3. If available, establish point of contact with State rumor control staff. _____
4. Update Public Information Specialist work area status boards (event, Emergency Classification, Facility Activation, Press Release/Press Conference). _____
5. Notify the Company Spokesperson as to readiness to activate. _____
6. Refer to procedure. _____

PUBLIC INFORMATION SPECIALIST QUICK START GUIDE

NOTE: Blanks are provided for place keeping ✓'s only, logs are the official record. This is a summary level guide and does not replace the procedure steps.

1. Sign in on the Joint Information Center (JIC) sign-in log and board. _____
2. Obtain briefing of Plant and Public Information Status from status board and/or JIC staff . _____
3. Refer to procedure. _____

8.4 PUBLIC INFORMATION COORDINATOR/PUBLIC INFORMATION SPECIALIST

8.4.1 PURPOSE

1. This procedure describes the functional responsibilities and procedure steps for the Joint Information Center (JIC) Public Information Coordinator and Public Information Specialist.

8.4.2 RESPONSIBILITIES

1. Public Information Coordinator
 - a. Coordinate/monitor Public Information Specialist activities.
 - b. Coordinate with State rumor control personnel.
2. Public Information Specialist
 - a. Respond to media/public telephone inquiries.
 - b. Inform Public Information Coordinator of trends or rumors.

8.4.3 INSTRUCTIONS

1. Public Information Coordinator.
 - a. Attend JIC facility briefing. Provide briefing to the Public Information Specialist staff.
 - b. Attend or monitor press conference.
 - Provide briefing to the Public Information Specialist staff.
 - c. When responses to inquires are not readily available, obtain responses from the Company Spokesperson.

8.4.3 (Continued)

- d. Report rumors and/or trends received via telephone inquiries to the Company Spokesperson and the Company Technical Spokesperson.
- e. Provide turnover briefing to the Public Information Specialist staff as a group prior to the relief shift manning the telephones.

2. Public Information Specialist

NOTE: Collect calls can be accepted. Request callers to call back when a response to an inquiry is not readily available. Callbacks shall be conducted only at the direction of the Company Spokesperson.

Utilize the following information to respond to inquires:

1. News releases (state, county, CP&L, NRC, FEMA, Industry)
2. Materials in the media handbook
3. State Emergency Alert System (EAS) messages
4. Event status board
5. Information received via verbal or written briefings from the Public Information Coordinator

- a. Answer the phone: "Robinson Emergency Information. May I help you?"
- b. Maintain a log of calls utilizing Attachment 8.4.5.1, Public/Media Inquiry Telephone Log.
- c. Refer non-CP&L related offsite inquires to the State individuals if available.
- d. Report trends/rumors to the Public Information Coordinator.

8.4.4 RECORDS

N/A

8.4.5 ATTACHMENTS

8.4.5.1 Public/Media Telephone Inquiry Log

PUBLIC/MEDIA INQUIRY TELEPHONE LOG

Date _____ Public Information Specialist _____ Page ___ of ___

TIME: _____ NAME: _____ LOCATION: _____

QUESTION:

ANSWER:

TIME: _____ NAME: _____ LOCATION: _____

QUESTION:

ANSWER:

TIME: _____ NAME: _____ LOCATION: _____

QUESTION:

ANSWER:

TIME: _____ NAME: _____ LOCATION: _____

QUESTION:

ANSWER:

United States Nuclear Regulatory Commission
Attachment IX to Serial RNP-RA/02-0100
9 Pages

EPJIC-06
JOINT INFORMATION CENTER GENERIC INFORMATION
Revision 5

CAROLINA POWER & LIGHT COMPANY
H. B. ROBINSON STEAM ELECTRIC PLANT, UNIT NO. 2

PLANT OPERATING MANUAL

VOLUME 2
PART 5

EMERGENCY PROCEDURE

EPJIC-06

***JOINT INFORMATION CENTER GENERIC
INFORMATION***

REVISION 5

SUMMARY OF CHANGES

Step	Reason Comments
8.6.3.2	Revised emergency level for JIC activation. All JIC positions will activate at the JIC for an Alert or higher classification.

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	4. Deactivation	6-7
8.6.4	RECORDS	6-8
8.6.5	ATTACHMENTS	6-8

8.6 JOINT INFORMATION CENTER (JIC) GENERIC INFORMATION

8.6.1 PURPOSE

1. This procedure describes the generic functions in the JIC.

8.6.2 RESPONSIBILITIES

N/A

8.6.3 INSTRUCTIONS

1. Location and Organization
 - a. The Joint Information Center (JIC) is located at the CP&L Southern Region Operations Site at 1755 Mechanicsville Road in Florence, SC. The facility contains work space for Carolina Power & Light, state, county, and federal agencies. Work space is adjacent to the news media briefing area for the news media.
 - b. A JIC organization chart is illustrated in Attachment 10.1, JIC Organization, of the parent procedure, EPJIC-00.
2. Activation
 - a. JIC activation is required following declaration of an Alert or higher emergency classification.
 - b. JIC activation prior to an Alert classification may occur at the discretion of the Emergency Response Manager and Company Spokesperson.
 - Early activation may be due to media/public attention or state/county request.

8.6.3.2 (Continued)

- c. The JIC ERO shall be notified to activate the JIC via any combination of beeper, Public Address, and Dialogic.
- d. The JIC Emergency Response Organization (ERO) shall sign-in and obtain a badge from the Administrative and Badging staff.
 - The ERO shall sign-in on the JIC organization chart in the JIC command room.
- e. Emergency Response Organization (ERO) members shall verify operability of equipment and availability of reference materials necessary to function.
 - Report deficiencies to the Administrative Staff.
 - Public Information Specialists report deficiencies to Public Information Coordinators.
- f. ERO personnel other than the Public Information Specialist and Administrative Assistants shall initiate documentation of activities in the Electronic Display System (EDS) or in a logbook using black ink.
 - Sign and date logbook prior to entry of activities.
 - Public Information Specialist and Administrative Assistants shall maintain EPJIC-04, Attachment 8.4.5.1, Public/Media Telephone Inquiry Log, and EPJIC-05, Attachment 8.5.5.4, Press Release Distribution Log, respectively.
- g. Announce your name, ERO position title and state of readiness.

8.6.3.2 (Continued)

- h. Provide JIC facility briefing times to those individuals that you are in contact with so that you will be available for the facility briefings.
 - Avoid phone conversations during JIC facility briefings unless there is emergent information to share with the group.
 - Avoidance of phone conversations does not apply to the Public Information Specialists.
 - i. Receive plant status briefing.
 - j. Each position with a specific procedure to direct their activities (except Administrative and Badging Staff) shall initiate a written or electronic log of significant emergency response activities. Generally, logs for teams will be maintained by the team leader.
 - Log your name and the date prior to entry of activities for that shift.
 - Logs shall include communications, key decisions and data collected or transmitted in support of those decisions.
 - For convenience, log books are available for positions required to maintain a log. Scraps of paper, napkins, etc. are not appropriate for final versions of logs. Final versions of logs should be maintained current.
3. Turnover
- a. The Administrative Assistant shall coordinate shift change with the Administrative and Logistics Manager (ALM) in the EOF.
 - b. Each ERO member shall brief their relief on event status. Relief staff Public Information Specialists shall be briefed as a group by the Public Information Coordinator before completing turnover.

8.6.3.3 (Continued)

- c. Current shift ERO members shall sign and date the logbook or log out of EDS as applicable.
 - d. Relief personnel shall log in to EDS or sign and date the logbook prior to assuming duties of their specific position.
4. Deactivation
- a. The decision to deactivate the JIC shall be coordinated with the Emergency Response Manager (ERM).
 - b. Evaluate condition of equipment/supplies.
 - Report deficiencies to the Administrative Assistant.
 - Public Information Specialists shall report deficiencies to the Public Information Coordinator.
 - c. Sign and date logbook and other documentation.
 - Provide these materials to the Administrative Assistant.
 - If applicable, log off of the EDS system.
 - d. The Administrative Assistant will ensure that all documentation is turned over to the Emergency Preparedness (EP) staff.

8.6.4 RECORDS

N/A

8.6.5 ATTACHMENTS

N/A

United States Nuclear Regulatory Commission
Attachment X to Serial RNP-RA/02-0100
45 Pages

EPNOT-01
CR/EOF EMERGENCY COMMUNICATOR
Revision 11

CAROLINA POWER & LIGHT COMPANY
H. B. ROBINSON STEAM ELECTRIC PLANT, UNIT NO. 2

PLANT OPERATING MANUAL

VOLUME 2
PART 5

EMERGENCY PROCEDURE

EPNOT-01

CR/EOF EMERGENCY COMMUNICATOR

REVISION 11

SUMMARY OF CHANGES

STEP #	REVISION COMMENTS
Table of Contents	Revised title of Attachment 8.1.5.7 to “Back-up Method for Teleconferencing With State and County Warning Points (WPs)”
CR Emergency Communicator Quick Start	Revised Step 2 to state “Use Teleconference Method”
Step 8.1.3.8.b, bullet 1	Corrected reference to Attachment 8.1.5.7 to “Back-up Method for Teleconferencing With State and County Warning Points (WPs)”.
Step 8.1.3.9 g	Revised step to clarify instructions for augmenting the ERO in the event of a Dialogic System failure.
Attachment 8.1.5.1, Page 3 of 7, paragraph 2	Revised paragraph 2 to provide guidance on the disposition of the follow-up message when a change in classification occurs coincident with completion of the follow-up message. (AR #49591)
Attachment 8.1.5.1, Page 5 of 7, Step 7	Added guidance for addressing the status of all three Fission Product Barriers. (AR #47291)
Attachment 8.1.5.4	Added scenario number 42 for remote facility activation using Dialogic and added event code 3 to the facility event code 3 to be displayed on the group pager. (AR #57330)
Attachment 8.1.5.6, Page 2 of 11, Step 1.0.3.8	Corrected reference to Attachment 8.1.5.7 to “Back-up Method for Teleconferencing With State and County Warning Points (WPs)”.
Attachment 8.1.5.6, Page 6 of 11	Revised the description of the RNP Emergency Radio System in Steps 4.1.1 and 4.1.2. Revised Step 4.1.3 to reflect operating instructions for the Motorola GTX unit.
Attachment 8.1.5.7	Deleted the specific reference to phones in the control room and EOF; Revised instructions for performing teleconference calls to include phones with system speed and conference call features.

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CR EMERGENCY NOTIFICATIONS QUICK START GUIDE

NOTE: Blanks are provided for place keeping ✓'s only, logs are the official record. This is a summary level guide and does not replace the procedure steps.

<u>Equipment</u>	<u>Equipment</u>	<u>Copies:</u>
Fax Machine	EP Procedures	8.1.5.1 (ENF and roll call form)
ERO Phonebook	CR SSO Terminal	8.1.5.2 (Communications Checklist)
Dialogic Password Card	Selective Signaling	8.1.5.3 (Communications Log)
NRC ETS Phone		8.1.5.4 (Dialogic)
CR Beeper		8.1.5.12 (Event Notification Worksheet)

1. Log on to an EDS terminal, If not operable then use manual Emergency Notification form and fax by hand. _____
 F3 → EP Functions → Login (as CRSS and name) → Declare Event

2. Complete EP Notification Form (Attachment 8.1.5.1)* _____
 Primary Notification Process
 Fax to off site agencies by clicking on "FAX" on the form.
 Contact State and County agencies on Selective Signaling (Dial A1)
 Press to Talk
 Alternate Notification Process
 Use Teleconference Method (Attachment 8.1.5.7)
 Use ESSX phones(Attachment 8.1.5.6)
 Call Roll → Read Message and Authenticate if required

3. ERO Callout:* _____
 Complete form (Attachment 8.1.5.4)
 SSO/SEC approval
 Dialogic not functional? → Manual beeper initiation (Attachment 8.1.5.11)
 → Contact non-beeper staff using NREC instructions in the ERO phonebook

4. Notify resident NRC inspector(s). _____

5. NRC Notification per EPNOT-04 _____

6. Alert or above? Notify ANI and INPO within 2 hours. _____

7. Terminate Beeper Callouts with 0*0*0 _____

- * These items may be performed in parallel or by multiple personnel to expedite notifications.

EOF EMERGENCY COMMUNICATOR QUICK START GUIDE

NOTE: Blanks are provided for place keeping \checkmark 's only, logs are the official record.
This is a summary level guide and does not replace the procedure steps.

1. Check equipment operable. _____
2. Log on to EDS. _____
3. Declare an event. (First Notification Only) _____
4. Receive turnover from Control Room staff. _____
- 5.* Complete the Emergency Notification Form. _____
6. Obtain ERM approval. _____
7. Transmit to State and Counties. _____
8. Refer to procedure. _____

* These items may be performed in parallel or by multiple personnel to expedite notifications.

8.1.1 PURPOSE

1. Direct the activities of the Control Room and EOF Emergency Communicator.

8.1.2 RESPONSIBILITIES

1. The CR Emergency Communicator's responsibilities are:
 - a. Overall coordination of communications to ensure that required notifications are made per requirements of this procedure until relieved by another qualified individual.
 - b. Ensure that appropriate ERO staff is augmented via Dialogic or other means.
 - Dialogic may be initiated by any individual trained on the operation of the system.
2. The EOF Emergency Communicator's responsibilities are:
 - a. Overall coordination of communications to ensure that required notifications are made per requirements of this procedure until relieved by another qualified individual.
 - b. Keep the ERM and EOF staff informed of communications activities and needs of the communications staff.

8.1.3 INSTRUCTIONS

1. Staff the Emergency Communicator function as follows:
 - a. Control Room
 - 1 Emergency Communicator;
 - IF ERFIS is OOS, assign 1 person for SPDS data communication. Attachment 8.1.5.5.

8.1.3.1 (Continued)

- b. EOF
 - 1 Emergency Communicator;
 - 1 State/County Emergency Communicator;
 - 1 Public Information Emergency Communicator;
 - c. TSC
 - 1 NRC Emergency Communicator;
 - IF ERFIS is OOS, assign 1 person for SPDS data communication. Attachment 8.1.5.5.
 - d. Practice
 - As desired, use appropriate Attachment, 8.1.5.9, Control Room Practice Scenario Use or 8.1.5.10, Simulator Dialogic Scenario Use for Control Room or Simulator.
2. If the Electronic Display System (EDS) is not operable:
- a. Complete emergency notification forms manually and fax forms using a stand alone fax machine.
 - Manual log and notification forms are included as Attachments 8.1.5.1, Emergency Notification Form and Instructions and 8.1.5.3, Communications Log.
 - SPDS sheets are in Attachment 8.1.5.5

8.1.3 (Continued)

3. If EDS is operable, log on to the system.
 - a. Control Room staff should use the Control Room Shift Supervisor (CRSS) position login for appropriate access to forms and approval authority.
4. For first notification only, declare an event on EDS.

NOTE: If there are any means practical, notification of offsite agencies and the ERO should be performed simultaneously.

5. Complete the Emergency Notification Form.
 - a. Instructions for completing the manual form are included as an Attachment 8.1.5.1 to this procedure.
 - b. For electronic forms, avoid placing the cursor in the approval section of the form prior to actual approval of the form. Premature approval will not allow any SEC/ERM comments to be incorporated without clearing the entire form.
 - c. An optional checklist for required notification is available as Attachment 8.1.5.2, Communications Checklist.
6. If time allows, during SEC/ERM notification form approval, begin working on completing information required to initiate Dialogic.
 - a. Dialogic initiation forms are included as Attachment 8.1.5.4, Automated ERO Notification Form (Dialogic).
 - b. During EP supervised drills, Dialogic use will be specified. The ERO may be activated either by scenario, number 3333, or manual beeper initiation. (Attachment 8.1.5.11)

8.1.3 (Continued)

7. Obtain SEC/ERM approval for information on the emergency notification form and fax to offsite agencies.
8. Transmit notification form to offsite agencies:
 - a. Use Selective Signaling System, or
 - Dial A1 on Selective Signaling phone to simultaneously conference all parties.
 - The press-to-talk bar must be depressed for other personnel to hear your voice.
 - The external speaker is active for the first 10 seconds after a call is placed. Any sounds or conversation will be transmitted over the external speaker to offsite phones.
 - b. Northern Telecommunications (Meridian) or ESSX phone system.
 - Instructions for use of the Northern Telecommunications phone are included as Attachment 8.1.5.7, Back-up method for TeleConferencing With State and County Warning Points (WPs).
 - Emergency communications protocols and instructions as well as ESSX instructions are provided as Attachments 8.1.5.6, Emergency Communications Equipment Instructions/Protocol and 8.1.5.8, ESSX Telephone Service Off-Site Communications System.

8.1.3.8 (Continued)

- c. Notifications are required within:
 - 15 minutes of an initial classification, or
 - 30-60 minutes for a follow up notification.
 - d. Document time of first voice contact is made after Notification Form approval.
 - e. Conduct a roll call by agency to determine locations on line. Place a check next to locations contacted (items A 1-4) on page 2 of the Notification Form (Attachment 8.1.5.1).
 - Roll call is to determine that at least one representative from each agency is on line.
 - f. Review the Notification Form with offsite agencies and answer questions.
 - g. Enter names, titles, times, and date of personnel on line (items C 1-4). This time will be the "start" time for the follow up notification.
9. The Control Room Staff will augment the Emergency Response Organization, as appropriate, by:
- a. The assigned person will obtain a copy of Attachment 8.1.5.4, Automated ERO Notification Form (Dialogic) to initiate the system.
 - b. Enter the current date and time on the form.

8.1.3.9 (Continued)

- c. Check the box next to the appropriate scenario using information obtained from the SEC/ERM or designee.
 - For training not associated with ERO training exercises, use ONLY scenario 3334 or 3335 as these will only activate the Control Room or Simulator beeper respectively.
 - For ERO training exercises use the method specified by Controller/Evaluator staff
 - * Scenario 3333 may be used to call out ERO personnel for training exercises (drills).
 - Use of the Manual Initiation of the ERO Beepers attachment will initiate ALL ERO beepers.
- d. Choose the appropriate event code (numbers displayed in the group call beepers) using information obtained from the SSO/SEC or designee.
- e. Enter the event code in the spaces provided below the description of the choices.
- f. Dialogic will fax an execution report to the Control Room FAX machine. Include this report with all information sent to the EP Staff.
- g. If the beepers were not activated due to Dialogic System failure;
 - Manually initiate the beepers, per Attachment 8.1.5.11, Manual Initiation of the ERO Beepers, and
 - Augment the non-beeper staff using the Control Room instructions for contacting NREC “A” in the ERO phonebook.

8.1.3 (Continued)

10. The Dialogic System should not be initiated a second time if ERO call out has already been initiated.
 - a. Escalation of the emergency classification after initial callout should be announced via manual beeper initiation. See manual activation Attachment 8.1.5.11, Manual Initiation of the ERO Beepers.
11. Immediately upon completion of State and County notifications and within 60 minutes of declaration of the emergency, notify the NRC.
 - a. Forms are included as Attachment 8.1.5.12, Event Notification Worksheet.
 - b. Use ETS (primary) or Meridian phone for notification.
 - c. Additional information is available in EPNOT-04, TSC NRC Emergency Communicator.
12. ERO augmentation or spurious activations may be terminated by manually initiating the beepers with a 0*0*0 code.

8.1.3 (Continued)

13. Make follow up notifications to the State and County agencies:
 - a. Follow up notifications are required:
 - Every 30 - 60 minutes, or
 - for any event which could increase or decrease public safety or affect protective action recommendations. Examples include fires, bomb threats, changes in release rate greater than 15% of previously reported value, site evacuations, entry into recovery operations, etc.
14. If the classification is Alert or higher, make notifications to American Nuclear Insurers (ANI) and the Institute of Nuclear Power Operations (INPO).
 - a. Notifications are required within 2 hours.
 - b. Off site phone numbers are available in the ERO phone book.
15. Obtain responses for questions from offsite agencies.
 - a. Information not contained on status boards or concerning future status of the plant must be approved by the SEC/ERM or ERM depending on facility activation status.
16. If the TSC and EOF are activating, perform a turnover with NRC and EOF Emergency Communicators.
 - a. Ensure completion times of the last notification (i.e., the Emergency Notification Form) are available, via fax or electronic means, for the EOF Communications Staff.
17. Upon event termination, ensure notification of off site agencies which have activated.
18. Inform the Information Technology group of system use (on next business day if weekend, holiday or nightshift) so the databases may be cleared. This maintains the system ready for the next use. This notification may be accomplished via e-mail or telephone.

8.1.4 RECORDS

N/A

8.1.5 ATTACHMENTS

- 8.1.5.1 Emergency Notification Form
- 8.1.5.2 Communications Checklist
- 8.1.5.3 Communications Log
- 8.1.5.4 Automated ERO Notification Form (Dialogic)
- 8.1.5.5 Safety Parameter Display System/Plant Status Data Sheet
- 8.1.5.6 Emergency Communications Equipment Instructions
Operating Protocol
- 8.1.5.7 Back-up Method for TeleConferencing With State and
County Warning Points (WP)
- 8.1.5.8 ESSX Telephone Service Off-Site Communications System
- 8.1.5.9 Control Room Practical Scenario Use
- 8.1.5.10 Simulator Dialogic Scenario Use
- 8.1.5.11 Manual Initiation of the ERO Pagers
- 8.1.5.12 Event Notification Worksheet

EMERGENCY NOTIFICATION FORM

1. THIS IS A DRILL ACTUAL EMERGENCY INITIAL FOLLOW-UP*
2. SITE: H.B. ROBINSON UNIT: 2 REPORTED BY: _____
3. TRANSMITTAL TIME/DATE: _____ / _____ / _____ CONFIRMATION PHONE NO.: _____
 (Eastern) mm dd yy
4. AUTHENTICATION (If Required): _____ (No.) _____ (Code)

5. EMERGENCY CLASSIFICATION:

NOTIFICATION OF UNUSUAL EVENT ALERT SITE AREA EMERGENCY GENERAL EMERGENCY

6. EMERGENCY DECLARATION AT (If B, go to number 16) TERMINATION AT TIME/DATE: _____ / _____ / _____
 (Eastern) mm dd yy
7. EMERGENCY DESCRIPTION /REMARKS: _____

8. PLANT CONDITION: IMPROVING STABLE DEGRADING
9. REACTOR STATUS: SHUTDOWN TIME/DATE: _____ / _____ / _____ _____ % POWER
 (Eastern) mm dd yy
10. EMERGENCY RELEASE(S): NONE (Go to Item 14) POTENTIAL (Go to Item 14)
 IS OCCURRING HAS OCCURRED

- **11. TYPE OF RELEASE: ELEVATED GROUND LEVEL
- AIRBORNE: STARTED _____ / _____ / _____ STOPPED _____ / _____ / _____
 (Eastern Time) mm dd yy (Eastern Time) mm dd yy
- LIQUID: STARTED _____ / _____ / _____ STOPPED _____ / _____ / _____
 (Eastern Time) mm dd yy (Eastern Time) mm dd yy

- **12. RELEASE MAGNITUDE: CURIES/SEC. CURIES NORMAL OPER. LIMITS: BELOW ABOVE
- NOBLE GASES _____ IODINES _____
- PARTICULATES _____ OTHER _____

- **13. ESTIMATE OF PROJECTED OFF-SITE DOSE: NEW UNCHANGED
- | | | | |
|---------------|-------|-------------|--------------------------------|
| | TEDE | Thyroid CDE | PROJECTION TIME: _____ |
| | mrem | mrem | (Eastern) |
| SITE BOUNDARY | _____ | _____ | |
| 2 MILES | _____ | _____ | ESTIMATED DURATION: _____ HRS. |
| 5 MILES | _____ | _____ | |
| 10 MILES | _____ | _____ | |

- **14. METEOROLOGICAL DATA: WIND DIRECTION (from) _____ SPEED (mph) _____
 STABILITY CLASS _____ PRECIPITATION (type) _____

15. RECOMMENDED PROTECTIVE ACTIONS:

NO RECOMMENDED PROTECTIVE ACTIONS EVACUATE _____
 SHELTER IN-PLACE _____ OTHER _____

16. APPROVED BY: _____ TIME/DATE: _____ / _____ / _____
 (Name) (Title) (Eastern) mm dd yy

* If items 8-14 have not changed, only items 1-7 and 15-16 are required to be completed.
 ** Information may not be available on initial notifications.

EMERGENCY NOTIFICATION FORM

PERSONS AND AGENCIES ALERTED

TIME FIRST VOICE CONTACT IS MADE AFTER ENF APPROVAL: _____

A) Perform roll call.

- 1. State of South Carolina Warning Point ____: Backup Warning Point ____:
- 2. Darlington County Warning Point ____: EOC ____:
- 3. Lee County Warning Point ____: EOC ____:
- 4. Chesterfield County Warning Point ____: EOC ____:

B) Read the Emergency Notification Form. (ENF)

C) After the ENF is read, record name, title, and time.

1.	State of South Carolina			/	
	Name	Title	Date	Time*	
2.	Darlington County			/	
	Name	Title	Date	Time*	
3.	Lee County			/	
	Name	Title	Date	Time*	
4.	Chesterfield County			/	
	Name	Title	Date	Time*	
5.	Nuclear Regulatory Commission (via ETS or Bell Phone)			/	
	Name	Title	Date	Time	
6.	NRC Resident Inspector			/	
	Name	Title	Date	Time	

* This time will indicate final voice contact, the last time listed will become "start time" for subsequent follow up notifications.

ATTACHMENT 8.1.5.1
Page 3 of 7
EMERGENCY NOTIFICATION FORM
INSTRUCTIONS FOR COMPLETION

Initial notifications are to be made in 15 minutes. Follow-up notifications are required within 30 - 60 minutes.

All efforts should be expended to obtain information required for the Emergency Notification Form. However, in instances where information is not available or known incorrect at the time a message is due, "to be provided" should be placed in the appropriate blank(s). If an upgrade in classification occurs when the follow-up message is due, then "upgraded ENF forthcoming" should be annotated in the description. This information is to be promptly retrieved or corrected and transmitted to the State and County agencies as soon as it is available.

Messages should include an up-to-date description of what is happening at the plant within the constraints of timely notifications. To ensure messages contain adequate and accurate information about current plant conditions, messages should be developed as promptly as possible and, if time permits, reviewed by the State/County Communicator prior to approval. This review will also allow the State/County Communicator a better understanding of the message and therefore should result in a more successful transmission. It may be necessary to determine a "cut off time" for new message information so that these reviews can be made.

Item

Instructions

Message # The message number is consecutive from the initial notification to the termination message. It does not begin again at 1 for any reason during the course of an emergency event.

1. To protect the health and safety of the public:

IF this event is **NOT** an actual event, **THEN** indicate **"THIS IS A DRILL"** on the Emergency Notification Form.

IF this event **IS** an actual event, **THEN** indicate **"ACTUAL EMERGENCY"** on the Emergency Notification Form.

All messages other than changes in classification are follow-up.

2. Verify "H. B. Robinson" and Unit 2 are on the form and the person who will be reading the message to the State and County personnel is the name to be written in the "reported by:" space. Normally this individual will be the State/County Communicator when messages are transmitted from the EOF.

ATTACHMENT 8.1.5.1
Page 4 of 7
EMERGENCY NOTIFICATION FORM

<u>Item</u>	<u>Instructions</u>
-------------	---------------------

3. "Transmittal time/date:" Is automatically placed on electronic form. Time of first voice contact with any offsite agency is verified on the phone by roll call and is recorded on the notification form*.

Confirmation number is a number that any offsite agency can call to verify the message is authentic. **Ensure the number given is a location where the phone will be answered. DHEC is required to verify the message by their procedure in 15 minutes.** Suggested confirmation numbers depend on the origin of the notification call:

Control Room - 843-383-3685 (Shift Tech. Aide's Desk ESSX phone)

EOF -843-383-3681 (EOF EC desk ESSX Phone)

Simulator - Use the confirmation number established for this purpose.
(843-857-5039)

4. Authentication is not required but the State/County representatives should be asked, "Would anyone like to authenticate this message?" If yes, they will pick a number and you respond with the corresponding word (see the authentication code list in each Communicator binder). Both the number and word are logged on the form or "N/A" if no authentication is required. This information will be entered after the form is initially developed and transmitted to off site agencies.

* The times on the Emergency Notification Form should be in the proper chronological order. Item 6 (declaration time) should be the first time recorded followed by Item 16 (approval time) and the last should be Item 3 (transmittal time). For example Item 6 at 12:00 and Item 16 at 12:10 and Item 3 at 12:14. The first voice contact time should not be documented until an approved form is available.

5. Mark the classification that is being declared if it is an initial message for that classification, or the same classification as the last notification if it is a follow-up or a termination message. Any plant conditions/events which trigger emergency classifications shall be listed in the Description section (Item 7) but only the highest classification shall be marked.

ATTACHMENT 8.1.5.1
Page 5 of 7
EMERGENCY NOTIFICATION FORM

- | <u>Item</u> | <u>Instructions</u> |
|-------------|---|
| 6. | Emergency declaration or termination is to be marked with the time* the event in Item 5 was declared. This time should not change unless the classification has changed or the event has been terminated. If termination is chosen only Steps 1 through 6 and 16 should be completed. |
| 7. | Emergency description/remarks should contain a short narrative of the event in progress. All three Fission Product Barriers should be addressed; statement should be made of "Intact, Jeopardized, or Breached" This narrative should be in "layman's terms" and not include any slang or acronyms (i.e., ATWS, RCP, WGDT, etc.) commonly used at the plant. This description must be easily understood by individuals without nuclear industry experience. |
| 8. | The appropriate plant condition is to be marked. The Plant Operations Advisor, or the Technical Analysis Manager should be consulted if assistance is needed in making this determination. If there is any doubt about the condition of the plant, mark the status <u>degrading</u> . |
| 9. | If Reactor is shutdown, mark this choice and fill in the time and date of shutdown. If the Reactor is at power, "N/A" the time and date and indicate the current Reactor power. |
| 10. | Mark appropriate block for emergency release. Potential should be marked if, based on plant data, a trend can be observed that will predict when the final barrier to release will be breached and there are no systems capable of mitigating the trend. |
| 11. | Mark appropriate block for type of release. The release location will be determined by the RCM. For multiple release locations, the majority contributor is used for the determination of location. If the release location is unknown, assume a ground level release. If the release is from the stack, mark elevated regardless of wind speed. A release from any location other than the stack is considered a ground level release. Mark if the release is airborne or liquid. Record the start and stop time and date of ACTUAL RELEASE in the spaces provided. If the release is underway, put N/A in the block for time release stopped. |

ATTACHMENT 8.1.5.1
Page 6 of 7
EMERGENCY NOTIFICATION FORM

- | <u>Item</u> | <u>Instructions</u> |
|-------------|--|
| 12. | Check the release units as "CURIES." Check the block for "BELOW" or "ABOVE" beside "NORMAL OPER. LIMITS" if the release is below or above the Technical Specifications operating release limits. Enter the release magnitude as Xe ¹³³ TEDE Equivalent in the "NOBLE GASES" blank and I ¹³¹ CDE Equivalent in the "IODINES" blank. Enter "N/A" in the blanks for "PARTICULATES" and "OTHER." The values for Xe ¹³³ TEDE Equivalent and I ¹³¹ CDE Equivalent are provided by the Dose Projection Program and may be obtained from the Radiological Control Manager or the person performing the dose projection. |
| 13. | Mark the appropriate box for estimate of projected offsite dose. Mark the new box if this is the first dose projection or if the release/release rate has changed significantly (approximately 15%). Check with the SEC, Plant Operations Director, or the Technical Analysis Manager for an estimate of the release duration. The estimated duration must start from the beginning of the release until the estimated (or actual) end of the release. Use 1 hour if the expected duration of release is not yet available. Complete the dose columns in (mrem) for each distance away from the site. Ensure that units are in mrem, and do not change the units on the form. Enter the time that the dose projection data was collected (check computer output) in the blank for "PROJECTION TIME." |
| 14. | Obtain the required meteorological data from ERFIS, or the National Weather Service Office (see ERO Telephone Book), as available. Ensure the wind direction is "from" if it is obtained from a source other than ERFIS. Stability class is available in the procedure for dose projection (EPRAD-03) if ERFIS is not available. |

ATTACHMENT 8.1.5.1
Page 7 of 7
EMERGENCY NOTIFICATION FORM

- | <u>Item</u> | <u>Instructions</u> |
|-------------|---|
| 15. | Mark the appropriate box for the recommended protective action. If evacuate or shelter in place are chosen, list the sectors for which the recommendation is applicable (i.e., A-0, A-1, B-1, etc.). <u>If the General Emergency is declared you can not check "No Recommended Protective Action"</u> . |
| 16. | The message is to be signed (approved) by the Site Emergency Coordinator if transmitted from the Control Room or TSC, or by the Emergency Response Manager if transmitted from the EOF. This approval* must be obtained prior to transmitting the notification to the State and County agencies. Any changes made between this signature and the release of the message must be initialed/approved by the SEC or ERM. |

<p>NOTES: (at bottom)</p>	<p>If Items 8 through 14 (Plant Condition and Dose Projection Information) have not changed, then only Items 1 through 7 along with 15 and 16 are required to be completed on subsequent notifications. For initial notifications if the information in Items 11 through 14 is not available, it may be so noted on the form by writing "to be provided".</p>
--------------------------------------	---

* The times on the Emergency Notification Form should be in the proper chronological order. Item 6 (Declaration Time) should be the first time recorded followed by Item 16 (Approval Time) and the last should be Item 3 (Transmittal Time). For example Item 6 at 12:00 and Item 16 at 12:10 and Item 3 at 12:14. The first voice contact time should not be documented until an approved form is available.

ATTACHMENT 8.1.5.2
Page 1 of 1
COMMUNICATIONS CHECKLIST

Event Classification:

Unusual Event Alert Site Area Emergency General Emergency

Required Emergency Notifications

Time Declared	Maximum Contact Time (Min.)	Notif. Due By	Notif. Complete	Follow-up Due w/in	Agency	Phone/ Backup
_____	+ 15 = ASAP and no greater than 15	_____	_____ State _____ Darling _____ Lee _____ Chester	30-60 minutes	Counties WP & EOC State Warning Point & Backup Warning Point	Sel. Sig. A1 (See ERO Phone Book for back-up numbers)
_____	+ 60 = ASAP and no greater than 60	_____	_____	As needed	NRC	ETS See sticker or Emergency Response Phone Book

Recommended Emergency Notifications

Time Declared	Contact Time (Min.)	Notif. Due By	Notif. Complete	Follow-up Due w/in	Agency	Phone/ Backup
_____	+ 60 =	_____	_____	As Needed	NRC Site Inspector	See Emergency Response Phone Book
Following applicable to ALERT or higher classification only						
_____	+ 120 =	_____	_____	As Needed	ANI	See Emergency Response Phone Book
_____	+ 120 =	_____	_____	As Needed	INPO	See Emergency Response Phone Book

Instructions: This form may be used for each change in event classification.

AUTOMATED ERO NOTIFICATION FORM (DIALOGIC)

Date: _____ Time: _____

<u>Check Choice</u>	<u>Scenario Number</u>	<u>Description</u>	<u>Run Time</u>
<input type="checkbox"/>	30	Beeper Failure	45
<input type="checkbox"/>	31	GE approach - west	45
<input type="checkbox"/>	32	GE approach - east	45
<input type="checkbox"/>	33	GE approach - south	45
<input type="checkbox"/>	34	GE approach - north	45
<input type="checkbox"/>	35	GE no approach inst.	45
<input type="checkbox"/>	36	Site Area Emergency	45
<input type="checkbox"/>	37	Alert	45
<input type="checkbox"/>	38	UE with facility act.	45
<input type="checkbox"/>	39	UE no facility act.	15
<input type="checkbox"/>	42	Remote Facility Activation	45
<input type="checkbox"/>	3332	Pager system test (all pagers)	05
<input type="checkbox"/>	3333	Training Exercise Scenario	75
<input type="checkbox"/>	3334	Ops Practice Scenario	10
<input type="checkbox"/>	3335	Sim. Dialogic Scenario	05

EVENT CODES (DISPLAYED ON GROUP CALL PAGER)

<u>CLASSIFICATION</u>	<u>FACILITY</u>	<u>INFORMATION</u>
0 = none	0 = none	0 = test
1 = U.E.	1 = all	1 = call 857-1777
2 = Alert	2 = alternate	2 = call 857-1778
3 = S.A.E.	3 = Remote	3 = Real
4 = G.E.		4 = Drill/Exercise

Code chosen: _____ * _____ * _____
 (Enter No.) (star) (Enter No.) (star) (Enter No.)

Approved by: _____
 SEC/ERM

Time Dialogic was activated _____ by _____ (initials).
 (Time)

ATTACHMENT 8.1.5.5

Page 1 of 1

SAFETY PARAMETER DISPLAY SYSTEM/PLANT STATUS DATA SHEET

EMERGENCY CLASSIFICATION (CIRCLE)
 UNUSUAL EVENT SITE AREA EMERGENCY

Date/Time: _____ / _____

Completed By: _____

ALERT

GENERAL EMERGENCY

ENVIRONMENTAL SYSTEMS

GROUND WIND SPEED (MPH) _____
 ELEVATED WIND SPEED (MPH) _____
 GROUND WIND DIR. (° FROM) _____
 ELEVATED WIND DIR. (° FROM) _____
 AIR TEMPERATURE (°F) _____
 STABILITY CLASS _____

AREA RADIATION MONITORS

R-1 CONTROL ROOM (mrem/HR) _____
 R-2 CONT. AREA (mrem/HR) _____
 R-3 PASS PANEL AREA (mrem/HR) _____
 R-4 CHG. PUMP RM (mrem/HR) _____
 R-5 SPENT FUEL PIT (mrem/HR) _____
 R-6 SAMPLING ROOM (mrem/HR) _____
 R-7 IN-CORE INST (mrem/HR) _____
 R-8 DRUM. RM. (mrem/HR) _____
 R-9 FAILED FUEL (mrem/HR) _____
 R-33 MON BLDG (mrem/HR) _____

PROCESS RADIATION MONITORS

R-11 CV VENT PART. (CPM) _____
 R-12 CV VENT GAS (CPM) _____
 R-14A "P" PLT VNT (CPM) _____
 R-14B "I" PLT VNT (CPM) _____
 R-14C "NG" PLT VNT (CPM) _____
 R-15 COND. AIR EJEC. (CPM) _____
 R-16 CV FAN CW (CPM) _____
 R-17 COMP. CW (CPM) _____
 R-18 WASTE DISPOSAL (CPM) _____
 R-19A S/G A BLOWDOWN (CPM) _____
 R-19B S/G B BLOWDOWN (CPM) _____
 R-19C S/G C BLOWDOWN (CPM) _____
 R-20 FUEL HDLG BASE (CPM) _____
 R-21 FUEL HDLG UPPER (CPM) _____

ACCIDENT RADIATION MONITORS

R-30 F.H. BASE HI RG (mrem/HR) _____
 R-31A "A" MN STM (mrem/HR) _____
 R-31B "B" MN STM (mrem/HR) _____
 R-31C "C" MN STM (mrem/HR) _____
 R-32A CV HI RG (REM/HR) _____
 R-32B CV HI RG (REM/HR) _____
 R-14D PLT VNT GAS (MID) (CPM) _____
 R-14E PLT VNT GAS (HI) (CPM) _____
 R-37 CONDENSATE POLISHER (CPM) _____

CONTAINMENT STATUS

PRESSURE (PSIG) _____
 TEMPERATURE (°F) _____
 HYDROGEN CONC. (%) _____
 SUMP LEVEL (INCHES) _____
 RWST LEVEL (%) _____

PRIMARY SYSTEM

RCS PRESSURE (PSIG) _____
 PZR LEVEL (%) _____
 TAVE (°F) _____
 LOOP A TH (°F) _____
 TC (°F) _____
 ΔT (°F) _____
 LOOP B TH (°F) _____
 TC (°F) _____
 ΔT (°F) _____
 LOOP C TH (°F) _____
 TC (°F) _____
 ΔT (°F) _____
 SUBCOOLING (°F) _____

CHARGING FLOW (GPM) _____
 LETDOWN FLOW (GPM) _____
 REACTOR POWER (%) _____
 ACTIVITY:
 GROSS (Uci/mi) _____
 ¹³¹I (Uci/mi) _____
 AVG 5 HOTTEST T/Cs (°F) _____
 BORON CONC. (PPM) _____

SECONDARY SYSTEM

S/G A
 LEV.-WR(%) _____ NR(%) _____
 PRESS (PSIG) _____
 FEED (MPPH) _____
 STEAM (MPPH) _____
 ACT. (Uci/ml) _____
 S/G B
 LEV.-WR(%) _____ NR(%) _____
 PRESS (PSIG) _____
 FEED (MPPH) _____
 STEAM (MPPH) _____
 ACT. (Uci/ml) _____
 S/G C
 LEV.-WR(%) _____ NR(%) _____
 PRESS (PSIG) _____
 FEED (MPPH) _____
 STEAM (MPPH) _____
 ACT. (Uci/ml) _____
 PRI/SEC. LK. RT (GPM) _____

ENGINEERED SAFETY FEATURES

SI ACTUATED: TIME _____
 RESET: TIME _____
 CS ACTUATED: TIME _____
 RESET: TIME _____
 CONT. ISO. A ACTUATED: TIME _____
 RESET: TIME _____
 CONT. ISO. B ACTUATED: TIME _____
 RESET: TIME _____
 SPRAY ADD TANK LEVEL (%) _____
 SI COLD-LEG FLOW (GPM) _____
 SI HOT-LEG INJECT START _____

EQUIPMENT STATUS

N = NOT AVAILABLE
 A = AVAILABLE (NOT OPERATING)
 O = OPERATING
 E = ENERGIZED

PRIMARY

RCP A _____ B _____ C _____
 CHG PUMP A _____ B _____ C _____
 SI PUMP A _____ B _____ C _____
 CS PUMP A _____ B _____
 RHR PUMP A _____ B _____
 HVH 1 _____ 2 _____ 3 _____ 4 _____

SECONDARY

CST LEVEL (%) _____
 FEED PUMP A _____ B _____
 COND PUMP A _____ B _____
 AFW MOTOR A _____ B _____
 AFW STEAM _____
 MSIV A _____ B _____ C _____

ELECTRICAL

EDG A _____ B _____
 DS/DG _____
 OFFSITE _____
 EMER. BUS E1 _____ E2 _____
 FROM: OFFSITE _____ D.G. _____

FANS

HVE 1A _____ 1B _____
 HVE 2A _____ 2B _____
 HVE 5A _____ 5B _____
 HVE 15 _____ 15A _____

LEGEND:

OSH = OFF SCALE HIGH
 OSL = OFF SCALE LOW
 OOS = OUT OF SERVICE
 ISOL = ISOLATED

**EMERGENCY COMMUNICATIONS EQUIPMENT INSTRUCTIONS/OPERATING
PROTOCOL**

1.0 RNP SELECTIVE SIGNALING SYSTEM

1.0.1 The RNP Selective Signaling System consists of equipment and circuits linking RNP with the offsite agencies involved in initial emergency notifications.

1.0.2 The Control Room, TSC, EOF and the Work Control Center have these phones.

1.0.3 This system can quickly conference the offsite agencies for notifications using the following:

1.0.3.1 Lift the handset, NO dial tone will be heard;

NOTE: Tones will be heard on the handset when the keys are depressed on the key pad. No ringing will be heard.

1.0.3.2 Dial the appropriate number from the listing below for the agencies to be contacted;

<u>TO DIAL</u>	<u>DIALING CODE</u>
All WPs and EOCs	A1
All WPs	A2
All EOCs	A3
All CPL locations	A4
Decision Line	A5

For individual Dialing Codes, see EPPRO-02 "Maintenance and Testing", Attachment 8.2.30.2 "Selective Signaling System Dialing Codes".

NOTE: After dialing the phones being called will ring, flash a red light, and turn on the phone speaker for 10 seconds, or until answered. Do Not talk for the first 10 seconds except to address the people on the line.

1.0.3.3 When people answer, press the "Press to Talk" bar and ask them to hold for a message/drill/test;

**EMERGENCY COMMUNICATIONS EQUIPMENT INSTRUCTIONS/OPERATING
PROTOCOL**

- 1.0.3.4 When people are no longer coming on line, hold a roll call and proceed with the message/drill/test;
- 1.0.3.5 If a location did not answer or you need to add another party, dial the appropriate dialing code from above that is associated with those agencies.
- 1.0.3.6 If problems with this system occur during drills, exercises or emergencies, notify the Administrative and Logistics Manager.
- 1.0.3.7 If problems occur at any other time, notify Telecommunications.
- 1.0.3.8 If Selective Signaling System is inoperable, use the Northern Telephone System or the Corporate Telephone System as shown on ATTACHMENT 8.1.5.7, Back-up Method for Teleconferencing With State and County Warning Points (WPs).
- 1.1 **RNP EMERGENCY TELEPHONE SYSTEM (NORTHERN TELECOM)**
 - 1.1.1 The RNP emergency telephone consists of dedicated lines between facilities at RNP and other CP&L locations. These lines are accessed via a Northern Telecom Meridian private branch exchange (PBX). This system supports the general plant environment as well.
 - 1.1.2 The following are phone features used on the Meridian phones:
 - 1.1.2.1 Volume Control - The adjustment for ringing, headset and speaker volume is accomplished through the rocking switch below the keypad.
 - 1.1.2.2 Line/Feature Buttons - Located to right of keypad and have liquid crystal display (LCD) status indications.
 - 1.1.2.3 KEYPAD - Centrally located to right of handset and used for call placement or feature usage.

**EMERGENCY COMMUNICATIONS EQUIPMENT INSTRUCTIONS/OPERATING
PROTOCOL**

- 1.1.3 The following are feature buttons used on the Meridian phones:
- 1.1.3.1 **HANDSFREE/MUTE** - The Handsfree/Mute key is located as the top left button of the Line/Feature button strip. It is used to alternate between full "speaker phone" capability. Receiving calls, press **HANDSFREE/MUTE** and speak. To place a call, press **HANDSFREE/MUTE** and dial number. To suppress microphone during handsfree call, press **HANDSFREE/MUTE**. To reconnect microphone, press **HANDSFREE/MUTE**.
- 1.1.3.2 **TRANSFER** - Allows calls to be transferred to another number. Press **TRANSFER**, dial number to transfer to, announce caller if desired, press **TRANSFER**, and hang up. Unannounced transfer is allowed.
- 1.1.3.3 **CONFERENCE CALLS** - Up to six parties can be included on one conference. Parties can be a combination of extensions and outside lines. Up to five outside lines. To establish a conference call: Dial first party and establish contact. Press **CONFERENCE**, dial next party, and press **CONFERENCE** to connect all parties. Repeat previous step for each successive party to be added.
- 1.1.3.4 **CALL FORWARD** - Call Forward allows incoming calls to be redirected to another phone. To forward your calls, press **FORWARD**, dial forward to number, press **FORWARD**. To cancel forwarding, press **FORWARD**.
- 1.1.3.5 **RING AGAIN** - Ring Again allows you to have the system monitor a busy extension or trunk and notify you when it is available to take your call. To activate Ring Again on busy signal, press **RING AGAIN**, press **RLS** or hang up. When target is free you will receive Ring Again tone. To establish call, press **RING AGAIN**. To cancel Ring Again, press **RING AGAIN** before receiving notification (Ring Again) tone.
- 1.1.3.6 **AUTODIAL** - This feature allows you to store and retrieve a frequently called number. To store a number, select and press an **AUTODIAL** key, dial number (up to 23 digits), press **AUTODIAL** key again. To place call, select and press **LINE** key, select and press **AUTODIAL** key

**EMERGENCY COMMUNICATIONS EQUIPMENT INSTRUCTIONS/OPERATING
PROTOCOL**

- 1.1.3.7 **LAST NUMBER REDIAL** - Allows most recently dialed number to be called again. To operate, select line where number was previously dialed and press **LINE** key twice.
- 1.1.3.8 **HOLD** - This button allows you to place a call on hold while you attend to another matter. To operate, press **HOLD**, press RLS or hang up. To retrieve call, press **LINE** key with slow flashing indicator.
- 1.1.3.9 **PROGRAM** - The **PROGRAM** key allows you to set seven attributes of the Meridian phone. To set attributes:
- A. **VOLUME** - Press **PROGRAM**, Dial 00, use volume rocker switch to adjust down («) or up (»), press **PROGRAM** to save.
 - B. **CONTRAST ADJUSTMENT** - Press **PROGRAM**, Dial 02, use volume rocker switch to adjust lighter («) or darker (»), press **PROGRAM** to save.
 - C. **CALL TIMER** - Enables time display of call duration. Press **PROGRAM**, Dial 03, use either side of volume rocker switch to turn on or off, press **PROGRAM**.
 - D. **IDLE SCREEN FORMAT** - Eight possible selections. Press **PROGRAM**, Dial 04, use volume rocker switch up («) or down (») to make selection, press **PROGRAM**.
 - E. **KEY CLICK** - Enables/Disables audible key click. Press **PROGRAM**, Dial 09, use either side of volume rocker switch to turn on or off, press **PROGRAM**.

NOTE: Two other attributes (LANGUAGE SELECTION and PREDIAL RECALL) are seldom used. To alter these attributes, consult Meridian Quick Reference Card - Display Module.

**EMERGENCY COMMUNICATIONS EQUIPMENT INSTRUCTIONS/OPERATING
PROTOCOL**

- 2.0 CP&L CORPORATE TELEPHONE SYSTEM
- 2.1 Corporate Telephone System (Voicenet) - Interconnected through the plant PBX, the Corporate Telephone System provides a means to communicate with any other CP&L locations as well as off system locations. The system can use the public switched network or company owned circuits to complete calls.
- 2.2 Dedicated Telephone System to Load Dispatcher - This system provides links between the Control Room and the load dispatcher. Transmission facilities are microwave radio. These lines appear on several phones in the control room and are selected by pushing the appropriate button on a multi-button phone. The lines are automatically rung at the load dispatcher identifying Robinson as the caller.
- 3.0 NRC TELEPHONE SYSTEMS
- 3.1 NRC Emergency Telecommunication System (ETS)- Phones connected to a dedicated independent telephone system route. A 10 digit telephone number must be dialed to access the NRC Operations Center. NRC ETS phones are located in the Control Room, Technical Support Center, Emergency Operations Facility and the NRC Residents Office.
- 3.2 NRC Health Physics Network (ETS)
The NRC will also use the dedicated telephone system for communications to NRC regional and national offices. Telephones connected to this system are located for access by Health Physics, and NRC personnel.

**EMERGENCY COMMUNICATIONS EQUIPMENT INSTRUCTIONS/OPERATING
PROTOCOL**

- 4.0 RNP EMERGENCY RADIO SYSTEM - consists of commercial two-way radio transceivers that are used for onsite, in plant, offsite environmental monitoring and State of S.C. point to point radio communications. Those radio systems available are:
- 4.1 Motorola - is the FM two-way radio base station and remote consoles that provides a "Private Line" tone coded squelch. The console includes provisions for tone remote control operation of the private line. Equipment is identified as follows:
- 4.1.1 Aerotron - Base station located in the EOF Communications Equipment Room 416. Remote radios located in TSC, EOF, and EP staff area. Provides a means to communicate with the Counties and State of South Carolina.
- 4.1.2 Motorola GTX mobile radio -is a compact remote control console located in the EOF. This console provides point to point communications for: Environmental Monitoring/dose projection This console has hand held portable versions to be used in the field that function essentially the same.
- 4.1.3 Operating instructions:
- 4.1.3.1 Ensure GTX unit is plugged into AC wall circuit.
- 4.1.3.2 Motorola GTX unit has to be on to talk. Ensure indicated station matches selected station on portable units.
- 4.1.3.3 Check for channel activity by a green or yellow LED.
- 4.1.3.4 When clear, press PTT and speak into microphone area. The red LED will illuminate continuously while transmitting.
- 4.1.3.5 Turn system off when not in use.

EMERGENCY COMMUNICATIONS EQUIPMENT INSTRUCTIONS/OPERATING PROTOCOL

5.0 ESSX TELEPHONE SYSTEM

5.1 ESSX Telephone System (Back-up) - Dark brown phones connected by Southern Bell using separate lines from all plant communication systems. This system allows communication with all outside agencies. The purpose of the ESSX Telephone System is to ensure that priority back-up communications are available for communications to emergency response personnel at the Federal, State, and local governments and other Carolina Power & Light facilities, as well as Ebasco and Westinghouse.

5.2 Motorola Series 90 Desk Top Controllers - are local control desk sets provided to state personnel in the TSC and the EOF to allow message transmittal to dedicated points.

5.2.1 All of base-station received messages can be monitored at the desk set.

5.2.2 The remote control desk set operator can transmit via the base-station switch.

5.2.3 May have a supervisory override switch.

5.2.4 The EOF desk set is located in the Command Room.

6.0 EMERGENCY RADIO SYSTEM OPERATING PROTOCOL

6.1 Using a 2-way Radio

6.1.1 A radio transceiver requires good operating techniques and consideration for other users. Quick and precise transmissions will enable the system to be used efficiently and effectively by all. This is vital during emergencies. Carolina Power & Light is licensed by the Federal Communications Commission (F.C.C) to transmit only those messages that are essential to the efficient conduct of the Company's business.

6.1.2 Definitions

6.1.2.1 Base Station - A transmitter-receiver station intended for operation at a permanent location.

6.1.2.2 Mobile Unit - A radio transceiver unit intended to be used while in motion or during halts at specified points. This includes pack and hand carried units as well as those installed in vehicles.

**EMERGENCY COMMUNICATIONS EQUIPMENT INSTRUCTIONS/OPERATING
PROTOCOL**

6.1.2.3 Radio Operator - Any person authorized by the Company to operate a radio transceiver.

6.1.3 Microphone Procedure -

A transmission is generated by pressing the transmit button on the side of the portable unit or on the side of the microphone.

Every operator should be aware that the microphone button may be accidentally depressed, thereby keying the transmitter. In this condition every spoken word intentional or otherwise will be transmitted over the air. Be suspicious if everything gets too quiet. Check the red transmit light on mobile units frequently. There is no way for the base station to detect which transmitter is keyed in a large mobile net. Accidental keying of the mobile portable unit can severely disrupt the overall net operations and make communications very difficult.

6.1.4 Authorization to use Radio -

No person shall operate a Base Station or Mobile Unit Transmitter unless he/she is so authorized by the Company.

6.1.5 Authorized Messages -

- a) Messages dealing with safety of personnel or the protection of property.
- b) Messages for the performance of work-related matters.

6.1.6 Forbidden messages

The following types of messages are not permitted:

- a) Between Base Stations - Except for: Authorized radio tests or any other permitted messages when telephone facilities are inoperative.
- b) Personal Messages - Except for: Messages concerning a family emergency may, at the discretion of a Base Station Radio Operator, be relayed to an employee.
- c) Foul Language - No exceptions.

6.1.7 Secrecy of Message -

Federal law requires you to keep secret all messages not directed to you which you overhear on any private radio system.

6.1.8 Intentional Interruptions

Such as miscellaneous and unnecessary transmitter keying. These types of "horseplay" can be as dangerous as the physical kind. Emergency or urgent messages could be interrupted or masked out.

**EMERGENCY COMMUNICATIONS EQUIPMENT INSTRUCTIONS/OPERATING
PROTOCOL**

6.1.9 Operating Procedures -

a) Operational Techniques

1. All Radio Operators:

Talk in a normal tone of voice. Do not shout. Best results are obtained by using a normal speaking level with the microphone about one inch from the mouth. Good microphone technique requires a clear articulation and correct talking speed.

<p>NOTE: During an exercise announce, "This is an exercise message," about every three (3) to five (5) minutes.</p>
--

2. Base Station Operators:

Good microphone techniques pays off in better understanding and faster communication.

3. Brevity:

All communications regardless of their nature should be restricted to the minimum practical transmission time. Before transmitting - think. Keep it brief and to the point.

4. Identification and Channel Clearance:

Most of the base stations are shared by several control points. Because of the sharing, it is important for all base and mobile operators to indicate when they are finished with a contact. This is done by identifying the station with the station "call signs" or mobile call signs or either the word "clear" or "off".

For example: The base station operator may say "KGA825 clear" or the mobile may say "KA3664 off" (the mobile unit identification number).

REMEMBER - At the beginning of each transmission identify your unit - clearly and precisely.

Always give your complete call sign at the end of each total message.

EMERGENCY COMMUNICATIONS EQUIPMENT INSTRUCTIONS/OPERATING PROTOCOL

- b) The equipment is turned on by an "ON-OFF" or power switch. Allow about 30 seconds for new equipment and about two minutes for some of the older sets to warm-up before transmitting.
- c) The control marked VOLUME adjusts the loudness of the incoming signal. It has no effect on the outgoing signal.
- d) The control marked SQUELCH affects the sensitivity of the set. It cuts off the loudspeaker except when a signal is received, keeping the static from being heard in the absence of a signal. To set the squelch-control, rotate it to one side until a rushing noise is heard, then reverse it just far enough to cut off the noise. Sometimes, at extreme range, the signal is so weak that the squelch opens and closes rapidly, chopping up the incoming signal. To correct this, open the squelch manually. When through talking to a weak station, turn the squelch back until the noise ceases. Reduction of volume at this point may improve your reception.
- e) On all units having the dual channel feature, the operating frequency is controlled by either a two or four frequency selector control. When you transmit, your switch must be turned to the correct channel.

7.0 MITSUBISHI SATELLITE PHONE

- 7.1 The Mitsubishi Satellite Phone and power supply is normally stored in the Training Facility Library closet. It should only be used if all other normal and back up communication systems have failed. All controls are located on the handset. The top of the lid with the Mitsubishi symbol is the antenna.
- 7.1.1 Plug the power supply into the phone and/or install the battery. The plug is located under the handset. Place the phone in a window facing Old Camden Road on a flat surface.
- 7.1.2 Open the lid approximately halfway (45°) and aim the Mitsubishi symbol toward the satellite in the southern sky. A compass is available in the phone case.
- 7.1.3 Press and hold the PWR key for approximately one second.
- 7.1.4 The Beam number and the Signal Strength Level will be displayed as B**S** (numbers will be displayed in place of the **). NO SVC will be displayed until a signal is established per this procedure.

**EMERGENCY COMMUNICATIONS EQUIPMENT INSTRUCTIONS/OPERATING
PROTOCOL**

- 7.1.5 Slowly rotate the phone and adjust the antenna lid until the Received Signal Strength is at maximum. (00 = least, 80 = best). A minimum of 09 is required.
- 7.1.6 Momentarily press the * key to initiate satellite signal acquisition. This may take approximately 1 - 2 minutes. The NO SVC will disappear and ON will be displayed.
- 7.1.7 When NO SVC indication clears from the display and "ON" is displayed, the unit is ready for making or receiving calls.
1. To send call , always enter the area code and number, Then press the SEND key.
 2. To receive a call, press any key except the PWR key.
 3. To end a call, press END.

**BACK-UP METHOD FOR TELECONFERENCING
WITH STATE AND COUNTY WARNING POINTS (WPs)**

The following instructions should be used for contacting the State and Counties using a Northern Telecom Meridian phone with the SYS SPEED feature or CONFERENCE feature:

IF the phone is equipped with the SYS SPEED feature, THEN

1. Contact the Darlington County Warning Point.
 - A. Get dial tone, press SYS SPEED and dial 06. (See Emergency Response Phone Book for other phone numbers.)
 - B. When party answers, identify yourself, and state purpose of your call (drill message or real emergency message).
 - C. Request party to standby while conference call is established.
2. Contact Chesterfield County Warning Point.
 - A. Press CONFERENCE, then press SYS SPEED and dial 05. (See Emergency Response Phone Book for other phone numbers.)
 - B. When party answers, identify yourself, and state purpose of your call (drill message or real emergency message).
 - C. Request party to standby while conference call is established.
 - D. Press CONFERENCE to connect all parties.
3. Contact Lee County Warning Point (Lee County 911 Center).
 - A. Press CONFERENCE, then press SYS SPEED and dial 04. (See Emergency Response Phone Book for other phone numbers.)
 - B. Repeat Steps 2B, C, and D.
4. Contact State Warning Point.
 - A. Press CONFERENCE, then press SYSTEM SPEED and dial 09. (See Emergency Response Phone Book for other phone numbers.)
 - B. Repeat Steps 2B, C, and D.
5. When parties are in conference, perform roll call and read the Emergency Notification Message.

<p>NOTE: If you make a mistake while dialing or receive a busy signal, press RLS to disconnect. To return to the call, press the key beside the fast flashing indicator.</p>

**BACK-UP METHOD FOR TELECONFERENCING
WITH STATE AND COUNTY WARNING POINTS (WPs)**

IF the phone is equipped with the CONFERENCE feature, THEN

1. Contact the Darlington County Warning Point.
 - A. Get dial tone, dial the number as listed in the "OFFSITE ORGANIZATION AND CORPORATE COMMUNICATIONS. (See Emergency Response Phone Book for other phone numbers.)
 - B. When party answers, identify yourself, and state purpose of your call (drill message or real emergency message).
 - C. Request party to standby while conference call is established.
 - D. Press CONFERENCE. (This action places the party on conference hold.)
2. Contact the Chesterfield Warning Point.
 - A. Get dial tone, dial the number as listed in the "OFFSITE ORGANIZATION AND CORPORATE COMMUNICATIONS. (See Emergency Response Phone Book for other phone numbers.)
 - B. When party answers, identify yourself, and state purpose of your call (drill message or real emergency message).
 - C. Request party to standby while conference call is established.
 - D. Press CONFERENCE. (This action places the party on conference hold.)
3. Contact Lee County Warning Point (Lee County 911 Center).
 - A. Get dial tone, dial the number as listed in the "OFFSITE ORGANIZATION AND CORPORATE COMMUNICATIONS. (See Emergency Response Phone Book for other phone numbers.)
 - B. Repeat Steps 2B, C, and D.
4. Contact State Warning Point.
 - A. Get dial tone, dial the number as listed in the "OFFSITE ORGANIZATION AND CORPORATE COMMUNICATIONS. (See Emergency Response Phone Book for other phone numbers.)
 - B. Repeat Steps 2B, C, and D.
5. Press Conference. (All parties should be on line).
6. Perform roll call and read the Emergency Notification Message.

ESSX TELEPHONE SERVICE OFF-SITE COMMUNICATIONS SYSTEM

ESSX service is provided by the local telephone carrier (Southern Bell). ESSX essentially provides PBX type service based out of a Southern Bell Central Office (CO). This service satisfies the off-site communications requirements. There are eight lines provided; two each in the Unit 2 Control Room, the TSC Command Room, the EOF Command Room, and the OSC. The numbers are: 383-3680, 383-3681, 383-3682, 383-3683, 383-3684, 383-3685, 383-3686, and 383-3687. The numbers are paired sequentially into pickup groups (i.e. 383-3680 and 383-3681).

1. OPERATION

- A. To place call between ESSX stations, dial the last four digits of the line (i.e., 3680 for 383-3680).
- B. To call an outside line, dial 9, then dial outside number (include "1" or 1 + Area Code for long distance calls).
- C. Calls to Plant Voicenet locations may be made via Direct Inward Dial (DID) service (i.e., 9 + Appropriate prefix and extension). Calls to other Voicenet locations may be made via Direct Inward System Access (DISA).
Dial
9+667-9132, wait for dial tone, dial 2868 (security code), wait for dial tone, dial number (i.e., 770-XXXX).

2. FEATURES

- A. **CALL TRANSFER** - To transfer a call, press hookswitch momentarily, wait for dial tone, dial number to transfer call, hangup or wait until answered to announce call (then hangup).
- B. **THREE WAY CALL (3-WAY CONFERENCE)** - To add third party to call, press hookswitch momentarily, wait for dial tone, dial number of third party, wait for answer and announce conference call, press hookswitch momentarily to reconnect first party.
- C. **CALL PICKUP** - To answer another ESSX call, dial #95.
- D. **CALL FORWARD** - Incoming calls can be forwarded to other ESSX lines or outside lines.
 - 1. To activate, dial #72, wait for dial tone, dial number to forward calls to, wait for confirmation tone (this may take 10 to 15 seconds), hang up.
 - 2. If calls are forwarded outside ESSX service, forwarded phone will ring once as a reminder.
 - 3. To cancel forwarding, dial #73, wait for stutter dial tone, hang up.

CONTROL ROOM PRACTICE SCENARIO USE

1. Obtain Shift Supervisors permission to utilize the Dialogic System for practice.
2. Using a phone in the Control Room dial 1003.
 - Be prepared to **immediately** enter the password when the system begins the greeting. Passwords are provided in pre-designated locations.
3. Immediately upon hearing the greeting (i. e., Hello, you have reached...) enter the password.
 - If the first digit of the password is not entered in time or an incorrect password is entered, the activation number must be called again.
4. Do not use any scenario number other than the one below as these will cause the system to begin actual call out of ERO personnel. When prompted for Scenario number, enter **3334**.
5. Input desired responses at the prompt from the system.
6. Dialogic should initiate the Control Room Verification Beeper with the previously entered "Event Code."
7. Dialogic should fax a System Execution Report to the Control Room fax machine.
8. Dialogic should call extension 1530 and request an identification number.
9. Enter 333-33-3333 as your identification number.
10. Provide responses to the system questions as desired.
 - The practice scenario will remain active for 10 minutes from initiation. If you disqualify (e.g., answer no to fitness for duty or 60 minute response) in your responses, it will not attempt to call you again.
11. If the Verification Beeper did not activate, verify proper operation by calling the individual beeper number.
12. If expected response is not received after verification of proper beeper operation, report the deficiency to Emergency Preparedness for investigation.
13. Inform Emergency Preparedness of system use (on next business day if weekend, holiday or nightshift) so that practice records may be purged from the system.

SIMULATOR DIALOGIC SCENARIO USE

1. Using the designated phone line in the Simulator Control Room, dial 1003.
 - Be prepared to **immediately** enter the password when the system begins the greeting. Passwords are provided in pre-designated locations.
2. Immediately upon hearing the greeting (i. e., Hello, you have reached...) enter the password.
3. If the first digit of the password is not entered in time or an incorrect password is entered, the activation number must be called again.

<p>NOTE: Use of the Manual Initiation of the ERO Beepers attachment bypasses the Dialogic System and will initiate <u>ALL</u> ERO beepers.</p>

4. Do not use any scenario number other than the one below as these will cause the system to begin actual call out of ERO personnel. When prompted for Scenario number, enter **3335**.
5. Input desired responses at the prompt from the system.
6. Dialogic should initiate the Simulator Control Room Verification Beeper with the previously entered "Event Code."
 - For drill purposes Controller/Evaluator staff may direct the use of the beeper system manual initiation.
 - The Simulator Dialogic scenario will remain active for 5 minutes from initiation.
7. If the verification Beeper did not activate, verify proper operation by calling the individual beeper number.
8. If expected response is not received after verification of proper beeper operation, report the deficiency to Emergency Preparedness for investigation.
9. Inform Emergency Preparedness of system use (on next business day if weekend, holiday or nightshift) so that practice records may be purged from the system.

MANUAL INITIATION OF THE ERO BEEPERS

NOTE: This section is not for use with the Control Room Practice or Simulator Dialogic Scenario, except for drills evaluated by Emergency Preparedness.

1. Dial the Manual Beeper Initiation number as listed on password card.
2. At the Beeper System prompt, enter the appropriate code from the Event Codes on ATTACHMENT 8.1.5.4. Do not enter the phone number from which the call is placed.
3. VERIFY THE BEEPERS WERE INITIATED WITH THE APPROPRIATE CODE VIA THE CONTROL ROOM VERIFICATION BEEPER OR SECURITY BEEPER.
4. Notify the Non-Responding Emergency Communicator (NREC) of any required call out of beeper and/or non-beeper personnel.

NRC FORM 361 (12-2000)	U.S. NUCLEAR REGULATORY COMMISSION OPERATIONS CENTER		
REACTOR PLANT		EN #	
EVENT NOTIFICATION WORKSHEET			

NRC OPERATION TELEPHONE NUMBER: PRIMARY -- 301-816-5100 or 800-532-3469*, BACKUPS -- [1st] 301-951-0550 or 800-449-3694*, [2nd] 301-415-0550 and [3rd] 301-415-0553
*Licensees who maintain their own ETS are provided these telephone numbers.

NOTIFICATION TIME	FACILITY OR ORGANIZATION	UNIT	NAME OF CALLER	CALL BACK #
	H. B. ROBINSON	2		843-857-

EVENT TIME & ZONE	EVENT DATE	POWER/MODE BEFORE	POWER/MODE AFTER
-------------------	------------	-------------------	------------------

EVENT CLASSIFICATIONS		1-Hr. Non-Emergency 10 CFR 50.72(b)(1)		(v)(A) Safe S/D Capability		AINA
GENERAL EMERGENCY	GEN/AAEC	TS Deviation	ADEV	(v)(B) RHR Capability	AINB	
SITE AREA EMERGENCY	SIT/AAEC	4-Hr. Non-Emergency 10 CFR 50.72(b)(2)		(v)(C) Control of Rad Release	AINC	
ALERT	ALE/AAEC	(i) TS Required S/D	ASHU	(v)(D) Accident Mitigation	AIND	
UNUSUAL EVENT	UNU/AAEC	(iv)(A) ECCS Discharge to RCS	ACCS	(xii) Offsite Medical	AMED	
50.72 NON-EMERGENCY (see next columns)		(iv)(B) RPS Actuation (scram)	ARPS	(xiii) Loss Comm/Asm/Resp	ACOM	
PHYSICAL SECURITY (73.71)	DDDD	(xi) Offsite Notification	APRE	60-Day Optional 10 CFR 50.73(a)(1)		
MATERIAL/EXPOSURE	B???	8-Hr. Non-Emergency 10CFR 50.72(b)(3)		Invalid Specified System Actuation	AINV	
FITNESS FOR DUTY	HFIT	(ii)(A) Degraded Condition	ADEG	Other Unspecified Requirement (identify)		
OTHER UNSPECIFIED REQMT. (see last column)		(ii)(B) Unanalyzed Condition	AUNA		NONR	
INFORMATION ONLY	NINF	(iv)(A) Specified System Actuation	AESF		NONR	

DESCRIPTION

Include: Systems affected, actuations and their initiating signals, causes, effect of event on plant, actions taken or planned, etc. (Continue on back)

NOTIFICATIONS	YES	NO	WILL BE	ANYTHING UNUSUAL OR NOT UNDERSTOOD? <input type="checkbox"/> YES (EXPLAIN ABOVE) <input type="checkbox"/> NO
NRC RESIDENT				DID ALL SYSTEMS FUNCTION AS REQUIRED? <input type="checkbox"/> YES <input type="checkbox"/> NO
STATE(s)				
LOCAL				MODE OF OPERATION UNTIL CORRECTED: ESTIMATE FOR RESTART DATE: ADDITIONAL INFO ON BACK <input type="checkbox"/> YES <input type="checkbox"/> NO
OTHER GOV AGENCIES				
MEDIA/PRESS RELEASE				

United States Nuclear Regulatory Commission
Attachment XI to Serial RNP-RA/02-0100
8 Pages

EPNOT-02
EOF STATE/COUNTY EMERGENCY COMMUNICATOR
Revision 2

CAROLINA POWER & LIGHT COMPANY
H. B. ROBINSON STEAM ELECTRIC PLANT, UNIT NO. 2

PLANT OPERATING MANUAL

VOLUME 2
PART 5

EMERGENCY PROCEDURE

EPNOT-02

EOF STATE/COUNTY EMERGENCY COMMUNICATOR

REVISION 2

SUMMARY OF CHANGES

STEP #	REVISION COMMENTS
8.2.3.6.c	This revision is to provide guidance for fax machine usage.

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STATE/COUNTY EMERGENCY COMMUNICATOR QUICK START GUIDE

NOTE: Blanks are provided for place keeping ✓'s only, logs are the official record. This is a summary level guide and does not replace the procedure steps.

1. Check equipment status. _____
2. Log on to Electronic Display System (EDS). _____
3. Refer to procedure. _____
4. Request or make copies of page 2 of the Emergency Notification Form. _____
5. Notify EOF Emergency Communicator when ready to assume duties. _____
6. Refer to procedure. _____

8.2.1 PURPOSE

1. To provide instructions for notifications by the EOF State/County Emergency Communicator to State and County agencies.

8.2.2 RESPONSIBILITIES

1. Accurately transmit notifications to State and County agencies.

8.2.3 INSTRUCTIONS

1. Review previous notifications to determine time of next required notification.
2. Notify the EOF Emergency Communicator when you are ready to assume duties.
3. Coordinate with the EOF Emergency Communicator to transmit notifications to State and County agencies.
 - a. At least one agency per County and State should be contacted. It does not matter whether it is an Emergency Operations Center (EOC), Warning Point (WP), or, in the case of the State of South Carolina, a Back Up Warning Point.
 - b. Time of notification will be the time that verbal contact is made with the first individual as noted in the instructions for completing the Emergency Notification Form.
 - c. Monitor status of electronic form or manual form to ensure prompt transmission upon completion.
4. Dial A1 on the Selective Signaling Phone to simultaneously conference all required parties.
 - a. The press-to-talk bar on the hand set must be depressed for other personnel on line to hear your voice.

8.2.3.4 (Continued)

- b. The external speaker is active for the first 10 seconds after a call is placed. Any sounds or conversation will be transmitted over the speaker to offsite phones.
 - c. Notifications are required within:
 - 15 minutes of an initial classification, or
 - 30-60 minutes for a follow up notification.
 - d. Conduct a roll call by agency to determine locations on line.
 - Roll call is to determine that at least one representative is on line from each agency.
5. If the State or any County cannot be contacted via the Selective Signaling, utilize the back-up numbers to contact missing agencies after completing the original message.
- a. A procedure for utilizing the Northern Telecommunications (meridian) phone from extension 5001 is included as part of the EOF Emergency Communicator section, EPNOT-01 CR\EOF Communicator, Attachment 8.1.5.7 Backup Method to Teleconferencing State and County Warning Points (WPs) using Northern Telecom Telephone System.
 - b. State and County back up numbers are located in the ERO phone book.
6. Read message to agencies on line.
- a. Verify fax is legible upon arrival at each location.
 - b. Verify the message is understood and there are no questions.

8.2.3.6(Continued)

- c. If the fax does not initiate from ERFIS, use the Fax machine in the facility.
 - 1) Place the document in the machine as indicated by the picture.
 - 2) Dial the appropriate number as indicated on the machine.
 - 3) Press send.
- 7. Document personnel contacted and time on Page 2 of the Notification Form (Attachment 8.1.5.1, Emergency Notification Form to EPNOT-01, CR/EOF Communicator).
 - a. Enter names, titles, times, and date.
- 8. Notify EOF Emergency Communicator of time contact was made and message completion.
 - a. Notification times should be posted on the facility log.
 - Contact time is when first voice contact is made.
 - b. Message completion time on second page of Notification Form will be "start time" for next follow up notification.
- 9. Upon event termination, ensure all State and County agencies are notified.
 - a. Termination messages are changes of classification, as such, notifications are required in 15 minutes.

8.2.4 RECORDS

N/A

8.2.5 ATTACHMENTS

N/A

United States Nuclear Regulatory Commission
Attachment XII to Serial RNP-RA/02-0100
10 Pages

EPOSC-03
ENVIRONMENTAL AND RADIATION CONTROL TEAM
Revision 6

CAROLINA POWER & LIGHT COMPANY
H. B. ROBINSON STEAM ELECTRIC PLANT, UNIT NO. 2

PLANT OPERATING MANUAL

VOLUME 2
PART 5

EMERGENCY PROCEDURE

EPOSC-03

ENVIRONMENTAL AND RADIATION CONTROL TEAM

REVISION 6

SUMMARY OF CHANGES

SECTION/STEP	REVISION
Step 8.3.3.9	Added new step for guidance for updating teams.

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ENVIRONMENTAL AND RADIATION CONTROL TEAM QUICK START GUIDE

NOTE: Blanks are provided for place keeping ✓'s only, logs are the official record. This is a summary level guide and does not replace the procedure steps.

1. If Dialogic was used for callout, upon arrival at the Facility, notify Dialogic at X 1777. _____
2. Upon arrival at the Operational Support Center (OSC) establish communications with the Radiation Control Director (RCD) in the Technical Support Center (TSC). _____
3. Prepare the E&RC work area in the OSC. _____
4. Assure that adequate E&RC staffing is available. _____
5. Monitor OSC habitability. _____
6. Report the E&RC Personnel readiness to the OSC Leader. _____
7. Obtain respirator qualification printout for use during respirator issue. _____
8. If necessary, refer to Attachment 8.3.5.1, E&RC Team Activity Priorities. _____
9. Refer to procedure. _____

8.3 ENVIRONMENTAL AND RADIATION CONTROL TEAM

8.3.1 PURPOSE

1. The purpose of this procedure is to provide the guidelines to be used by the OSC Leader or, if available, an E&RC Supervisor from the RC Technician staff in the OSC.

8.3.2 RESPONSIBILITIES

1. The E&RC Team is responsible to the OSC Leader for general Radiation Control, Plant Monitoring, ALARA, Personnel Protection and Mission Support.
2. An E&RC Supervisor, assigned lead technician, or the OSC Leader is responsible for providing information to the RCD pertaining to the execution of radiation protection and in-plant and on-site radiation monitoring activities during an emergency.
3. An E&RC Supervisor, assigned lead technician, or the OSC Leader is also responsible for ensuring that Emergency Worker Dose Limits are correctly implemented and approved by Management.

8.3.3 INSTRUCTIONS

1. E&RC personnel assigned to the OSC shall report to the facility at the declaration of an ALERT or higher emergency classification or when requested to activate by the Site Emergency Coordinator (SEC).
2. Upon arriving at the OSC, an available E&RC Supervisor or assigned team member will perform the following:
 - a. Establish communications with the RCD in the TSC.
 - b. Prepare the E&RC work area in the OSC in conjunction with the OSC Leader.
 - c. Assure that adequate E&RC staffing is available as indicated on the appropriate sections of the OSC tag board.

8.3.3.2 (Continued)

- d. Establish and monitor the habitability of the OSC.
 - e. Report the E&RC Personnel accountability and state of readiness to the OSC Leader.
 - f. Assure that a respirator qualification printout or an approved database is available and used by E&RC personnel issuing respirators.
 - g. Ensure a sufficient number of TLDs and self reading dosimeters are available for use (SRPD or Electronic Dosimeters).
 - h. Prioritize activities.
 - Attachment 8.3.5.1, E&RC Team Activity Priorities, presents a general outline of task priorities developed to address emergency situations.
3. Assign, brief, direct, and debrief any teams dispatched, as well as the personnel assigned to Plant Access Points, and Assembly Areas.
- a. These briefings may be done by ALARA Personnel, Specialists, Supervisors, or Lead Technicians.
 - b. For each monitoring assignment, brief the team members on the following:
 - Monitoring and sample collection location(s);
 - Required data;
 - Anticipated radiological conditions;
 - Required protective gear and dosimetry;
 - Primary and alternate ingress/egress routes;
 - Maximum stay times and radiation field limitations requiring special authorization.

8.3.3 (Continued)

4. Assign and dispatch personnel to the TSC/EOF to conduct dosimetry and habitability activities.
5. Sign any necessary OSC documents on behalf of the RCD.
6. If the OSC must be evacuated, and the back-up OSC established, assure that the E&RC status board, records, and necessary radiation monitoring and personnel protection equipment and supplies are available in the back-up OSC as described in EPOSC-01, Operational Support Center Leader.
7. If decontamination of personnel vehicles is needed outside the Protected Area, a special plan for this activity will be developed in conjunction with the RCD.
8. Complete Attachment 8.3.5.2, E&RC Activity Briefing Form. If a medical emergency exists, verbal authorization may be given for team dispatch as long as the information is documented in the OSC Team Leader log.
9. Consider planning for updating teams out in the field on plant status.

8.3.4 RECORDS

N/A

8.3.5 ATTACHMENTS

- 8.3.5.1 E&RC Team Activity Priorities
- 8.3.5.2 E&RC Activity Briefing Form

ATTACHMENT 8.3.5.1
Page 1 of 1
E&RC TEAM ACTIVITY PRIORITIES (*)

1. Assign personnel to accompany Search and Rescue and First Aid: Life Saving Only
 2. Set up OSC, including Fax machine
 3. Assure habitability and badging of Emergency Response Facilities
 4. In-plant surveys to calculate Initial Source Term
 5. Provide personnel to accompany initial Damage Control Team and Support Operations
 6. Provide personnel to monitor at the Access Control Point for Radiation/Contaminated Areas
 7. Assign personnel to accompany emergency first aid and decontamination mission: not Life-saving
 8. Provide personnel to accompany follow-up reentry teams
 9. Personnel exposure control routine dosimetry assurance and completion of Special Radiation Work Permits
 10. Place badges on fenceline
 11. Release vehicles at plant entrances
 12. Follow-up in-plant/onsite monitoring and sample collection
 13. Sample analysis
 14. Assign personnel to accompany minor First Aid and Decontamination
- (*) This list of activity priorities is sequenced in a "likely order" for a fast breaking radiological emergency when personnel resources may be limited. Personnel assignments should be made as needed by the specific plant and personnel requirements.

ATTACHMENT 8.3.5.2
Page 1 of 1
E&RC ACTIVITY BRIEFING FORM

1. Team Number: _____

2. Activity Description: _____

3. Team Member(s): _____

4. Assigned personnel have been briefed on their activities, plant conditions, and necessary precautions. _____ / _____
E&RC Lead Date

5. The RCD and OSC Leader have been notified and the E&RC Status Board has been updated. _____ / _____
E&RC Lead Date

United States Nuclear Regulatory Commission
Attachment XIII to Serial RNP-RA/02-0100
35 Pages

EPPRO-01
PROGRAM AND RESPONSIBILITIES
Revision 12

CAROLINA POWER & LIGHT COMPANY
H. B. ROBINSON STEAM ELECTRIC PLANT, UNIT NO. 2

PLANT OPERATING MANUAL

VOLUME 2
PART 5

EMERGENCY PROCEDURE

EPPRO-01
PROGRAM AND RESPONSIBILITIES

REVISION 12

SUMMARY OF CHANGES

STEP #	REVISION COMMENTS
Attachment 8.1.14.6	Added signoff lines as place keeping aids. (AR #51965).
Table of Contents	Deleted the word "conducting" from title of Attachment 8.1.14.6 to match the other references in the procedure.
Attachment 8.1.14	Deleted reference to Attachment 8.1.14.4, Scenario Development Team Assignments. This attachment does not exist. Renumbered Attachments.
8.1.2.2.d	Added new step with instructions for conduct of the integrated Fire/DSP/ERO Drill biennially. (AR #53849)

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8.1 PROGRAM AND RESPONSIBILITIES

8.1.1 DRILL AND EXERCISE PARTICIPATION

1. ERO personnel are expected to drill/exercise with their designated team.
 - a. If they will be unavailable for the drill it is their responsibility to ensure some one from another team will fill their position.
 - b. Relief team personnel will participate in at least one team Drill, Exercise, or Tabletop each year.
 - c. Non-Team designated ERO personnel are expected to coordinate with the other persons qualified for their position to ensure the position is staffed for each drill/exercise and that each ERO member participates in at least one Drill per calendar year.
2. ERO personnel filling critical positions shall be observed at least once in a calendar year performing their ERO duties.
3. Unless otherwise directed by Emergency Preparedness (EP), ERO personnel should respond during augmentation for their facility.
 - a. Those personnel available to respond should establish 24 hour coverage for the position.
 - b. Personnel on night shift may be exempted from augmentation, but should be used to establish 24 hour coverage.
 - c. After the rotation is established, personnel may be simulated to be sent home and return to their place of work.
 - d. Personnel are required to keep the manager responsible for their accountability informed of their location should an evacuation be conducted at a later time.

8.1.2 DRILLS AND EXERCISES

1. Emergency Response Organization (ERO) personnel will participate in periodic drills at least once each calendar year. Additionally one team, on a rotational basis, will participate in the Graded Exercise. The purpose of conducting drills is to ensure that each team has the skills to successfully deal with a real emergency. The following are the types of drills conducted:
 - a. Medical Emergency Drills: Medical emergency drills will be conducted annually. They will involve a simulated contaminated and injured individual. Off-site portions of these drills may be conducted as part of an exercise.
 - b. HP/PASS Drills: Health Physics drills, including response to and analysis of simulated elevated airborne and liquid samples and direct radiation measurements, will be conducted semi-annually.
 - At least one of these radiation protection drills will involve the use of the Post Accident Sampling System.
 - These drills may also include the Medical Services drill.
 - c. Combined Functional Drills: Combined Functional Drills may include any of the required drills and serve as the primary method of practical training for new ERO members and continuing training for existing members.
2. An Exercise will be conducted as required by 10 CFR, Part 50, Appendix E.
 - a. The scenario which will ultimately escalate to at least a Site Area Emergency.
 - b. The scenario will be varied from year to year such that major elements of the Plant, County, and State Plans and emergency organizations are tested within a six (6)-year period. Major elements to be demonstrated are outlined as drill/exercise objectives in Attachment 8.1.14.4. Deletion of any of the elements outlined in Attachment 8.1.14.4 require PNSC approval. (AR #44128/PNSC Meeting #1999)

8.1.2.2 **DRILLS AND EXERCISES** (Continued)

- c. Consideration should be given to vary the scenarios during the six year cycle to include accidents identified in Chapter 15, Accident Analysis, of the UFSAR. (CR 44132)
- d. Combined Functional Drills: Combined Functional Drills may include any of the required drills and serve as the primary method of practical training for new ERO members and continuing training for existing members.
 - An integrated drill involving the fire brigade, Dedicated Shutdown procedures (DSP) and the ERO should be practiced once during a two year cycle.
- e. Each Exercise scenario will include a list of performance objectives and a description of the expected responses. Specific tasks that should be evaluated are listed in Attachment 8.1.14.4 and 8.1.14.5, "Drill Objectives" and "Acceptance Criteria" respectively.
 - Attachments identify the Emergency Response facility where the activity is most likely to occur, however, the objective may be judged acceptable if performed in an alternate location.
 - Credit may be taken for objectives that are satisfactorily completed during actual events.
- f. An off-hours exercise which starts between 6:00 p.m. and 4:00 a.m. will be conducted once every six (6) years.
- g. Advance knowledge of the scenario content and the times of the exercises will be kept to a minimum to ensure a realistic participation by those involved.

8.1.2.3 **DRILLS AND EXERCISES** (Continued)

3. The EP Staff is responsible for planning and conducting drills and exercises not addressed elsewhere (e.g., Fire Drills are addressed in the Fire Plan). They shall provide:
 - a. The scenario including objectives for the drill/exercise.
 - From time to time “specific objectives” which are in addition to required performance objectives will be added to the Training Exercise Objectives. These may be in response to previous deficiencies, EP TPC items or require that normally simulated items be actually performed. A prompt to consider these items is contained in the pre-drill checklist.
 - An extent of play describing the degree of simulation for drill/exercise activities.
 - Qualified Controller/Evaluators to evaluate the drill/exercise.
 - As a minimum, Controller/Evaluators should be available to evaluate the following:
 - each facility activating,
 - Environmental Monitoring Teams,
 - Mechanical Damage Control Missions (as applicable),
 - Electrical Damage Control Missions (as applicable),
 - Chemistry/Health Physics Missions,
 - Offsite functions to be simulated,
 - any special functions (e.g. fire, injury)
 - b. A yearly plan for ERO exercises.
 - c. A critique report noting strengths, deficiencies, weaknesses, and improvement items. Critiques will be conducted after each drill/exercise in accordance with Attachment 8.1.14.6 (AR #44128,CAPR). Critique observations should be categorized during the lead evaluator critique roll-up as noted below:

NOTE: format.	Critique reports for small scale drills may be documented in memo
-------------------------	---

8.1.2.3.c DRILLS AND EXERCISES (Continued)

- **Strength:** an action or activity performed in an above average manner, or in a creative manner to resolve a problem without the violation of a requirement. These are items which all teams should consider adopting.
- **Deficiency:** an activity or action that results in failure to comply with the Emergency Plan/procedures, or failure to meet the acceptance criteria resulting in inadequate demonstration of a drill/exercise objective; an activity or action which interferes with the ability of the ERO to mitigate the consequences of an accident and protect the health and safety of the public. A deficiency is consistent with an Issue per CAP-NGGC-0201.
- **Weakness:** an action or activity that interferes with the operation of the Emergency Response Organization to a degree that is correctable, however, if not corrected could to a reduction in the ability of the ERO to protect the health and safety of the public.
- **Improvement Item:** an action or activity that meets current minimum response requirements and is within procedural requirements, but improvement would increase the efficiency and effectiveness of the response effort. An improvement item is consistent with an Item for Management Consideration per CAP-NGGC-0201.
- **Comments:** items not meeting the criteria for a strength, deficiency, weakness, or improvement item. Comments identified on EP Improvement Forms will be screened and entered into Action Tracking as a Nuclear Task Management (NTM) item as applicable.
- Draft critique reports should be issued for comment to the participating ERO team members within seven working days following the post drill controller/evaluator meeting.
 1. Published drill comments will be limited to those that do not compromise the confidentiality of the scenario.
 2. If multiple drills are conducted during consecutive weeks, then the seven working day criteria will begin at the end of the final post drill controller/evaluator meeting.

8.1.2.3.c DRILLS AND EXERCISES (Continued)

- The draft critique report will normally consist of the following:
 1. Cover Letter and Summary, signed by the Supervisor of Emergency Preparedness, with a brief statement containing the date the drill(s) was conducted; team(s) that participated; and a summary statement of overall drill performance.
 2. Objectives and Objective Status
 - The objectives should be listed for each facility.
 - The status of each objective (met or not met) will be listed for each facility based on the acceptance/evaluation criteria.
 - Satisfactory completion of an objective by any team will satisfy that requirement for the Site.
 - Any team failure to demonstrate an objective is a deficiency and will be handled as such. At the discretion of EP Supervision failure to demonstrate an objective(s) may require re-demonstration by the team.
 3. The final critique report will be documented as a self assessment per CAP-NGGC-0201, Self-Assessment Program.

- d. A pre-drill and post-drill review of items needed to prepare for the drill/exercise or return to normal following the drill/exercise (i.e., reset simulator telephones).

8.1.3 EP PROCEDURE MAINTENANCE AND PROGRAM IMPROVEMENTS

1. The EP Procedure review will be documented as a mandatory self assessment per CAP-NGGC-0201 and should be a cross-functional.
2. Procedure improvements may be recommended by completing a Procedure Concern Form (PCF) as detailed in AP-022, Procedure Review and Approval Process.
3. Procedure changes to the Robinson Emergency Plan and/or Emergency Procedures will be accomplished as required by AP-022, Procedure Review and Approval Process.
 - a. Emergency Preparedness will be responsible to maintain the Emergency Action Levels (EAL) and supporting basis documents, as well as the Emergency Procedures.

8.1.3.3

EP PROCEDURE MAINTENANCE AND PROGRAM IMPROVEMENTS

(Continued)

- b. Documents will be developed and maintained to comply with applicable regulations.
 - c. The EAL basis document will be revised to reflect NUREG-0654, "Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants," or other management directives and policies.
 - d. All Emergency Procedures, EALs, and the Emergency Plan shall be reviewed per REG-NGGC-0010, 10 CFR 50.59 Reviews.
- 4. For each drill or real event, EP improvement forms will be made available.
 - 5. Items reported on EP improvement forms will be screened for entry into Action Tracking as a CR or NTM, as applicable.
 - 6. Feedback regarding disposition of items will be provided to the individual who initiated the comment, normally within ten working days.

8.1.4 **INADVERTENT SIREN ACTIVATION**

- 1. Upon receiving a report of an inadvertent siren activation:
 - a. If a real emergency or drill/exercise is in progress that involves sounding of the sirens, then direct the callers to tune to an Emergency Alerting System Station listed in the emergency public information distributed by CP&L.
 - b. If no event is in progress obtain information requested on attachment 8.1.14.2, Siren System Inadvertent Activation Report and ask the caller if a call back is desired once more information is known.

8.1.4 **INADVERTENT SIREN ACTIVATION** (Continued)

2. If an inadvertent siren activation has been confirmed, then notify the following:

- a. All County Emergency Operations Center or Warning Points concerning the plant status. This can be accomplished via Selective Signaling or the Bell lines.

Sirens are located as follows:

- Chesterfield County - 13 Siren Locations
Siren #'s - 01, 02, 03, 04, 05, 06, 09, 10, 11, 15, 16, 17, and 45
- Darlington County - 28 Siren Locations
Siren #'s - 07, 08, 12, 13, 14, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 30, 31, 32, 33, 34, 36, 37, 38, 39, 41, 42, 43, and 44
- Lee County - 4 Siren Locations
Siren #'s - 28, 29, 35, and 40

Total Sirens - 45 Siren Locations (All Counties)

- b. Notify the Telecommunication Help Desk (8-1-800-800-6200) that an inadvertent siren activation has occurred and request that repair personnel be dispatched to correct the problem. Request a work order Number and a return call when the sirens have been silenced.
- c. Notify Emergency Preparedness by phone or pager. The ERO Phone Book has the necessary information.
- d. Notify Robinson Communications of the inadvertent siren activation and request immediate notification if a press release is to be issued. A press release relating to this event is reportable to the NRC. Consult AP-030, NRC Reporting Requirements.

8.1.4 **INADVERTENT SIREN ACTIVATION** (Continued)

3. When the Unit 2 Control Room is notified that the siren(s) have been silenced ensure that:
 - a. Evaluate AP-030, NRC Reporting Requirements, for potential NRC reporting.
 - b. Notify the State and County Warning Points concerning the status of the sirens.
 - c. Notify Robinson Communications.
4. Forward information gathered and any completed Attachment 8.1.14.2 forms to Emergency Preparedness for retention as appropriate.

8.1.5 **EMERGENCY RESPONSE ORGANIZATION BEEPER DISTRIBUTION**

1. After qualifying as an ERO member, EP will arrange an ERO beeper for the positions identified in Attachment 8.1.14.3, ERO Beeper Distribution.
2. Beepers are to ensure that the plant has the ability to meet the 30-45 minute response staffing requirements.
3. Plant Public Address, Non-Responding Emergency Communicators, dialogic and/or beepers are used to contact the 60-75 minute staff, and other positions not required by NUREGs.

8.1.6 **HURRICANE PREPARATION GUIDANCE (CR 16553)**

OMM-021 "Operation During Adverse Weather Conditions", provides direction for hurricane/adverse weather preparations. Additional tasks for the EP staff to consider are:

- Establish the response teams.
- Designate and post sleeping areas.
- Set up and test the satellite telephone.

8.1.7 INTENTIONALLY BLANK

8.1.8 INTENTIONALLY BLANK

8.1.9 INTENTIONALLY BLANK

8.1.10 SCENARIO DEVELOPMENT

Guidelines for the development, conduct, and assessment of drill/exercise scenarios is contained in EPPRO-05, Scenario Development and Drill Control Guidelines.

8.1.11 DRILL/EXERCISE SELF EVALUATION (AR #44128)

1. Evaluate the effectiveness of each of the following drill/exercise cycle phases at least once during the biennial exercise cycle:
 - a. Analysis
 - b. Design
 - c. Development
 - d. Implementation

2. Select one or more of the following self-evaluation programs to determine the effectiveness of a specific phase:
 - a. Corrective action
 - b. Operating experience
 - c. Self-assessment
 - d. Benchmarking

3. Probe to identify the following:
 - a. Flawed defenses
 - b. Error precursors
 - c. Weak organizational processes

8.1.11 (Continued)

4. Consider the following elements:
 - a. Results
 - b. Behaviors
 - c. Task demands
 - d. Work environment
 - e. Individual capabilities

8.1.12 PUBLIC EDUCATION AND INFORMATION

1. Emergency Preparedness and Site Communications shall perform the following actions:
 - a. In cooperation with the State of South Carolina, local governments and with corporate CP&L efforts, ensure that public education and information efforts are consistent and complementary.
 - b. Ensure that a public information program for persons living in the possible plume exposure Emergency Planning Zone includes the following elements:
 - Brochures or other media containing educational information on emergency preparedness, nuclear power and radiation, and how to contact CP&L for more information.
 - Coordination of speakers to address emergency preparedness when requested.
 - Supplying news material for the media.

8.1.12.1 (Continued)

- c. Ensure that the public education program includes the following information:
 - The potential for occurrence of a radiological emergency.
 - How to recognize a radiological emergency notification.
 - What proper, immediate actions (e.g., return to home, close windows and turn on radio) should be taken upon notification.
 - Protective actions to be taken if shelter is prescribed.
 - General procedure to follow if an evacuation is required.
 - General education on radiation.
 - A contact for how to learn more about emergency preparedness.

8.1.13 RECORDS

1. Attachment 8.1.14.2 is to be maintained in the EP Unit files for a period of two years unless otherwise specified.
2. The following documents are to be submitted for retention as vital records in the plant vault per RDC-NGGC-0001:
 - Recurring drills/exercise maintenance and testing records documented per EPPRO-02.
 - NRC Biennial Graded Exercise scenario narrative/timeline, scope and objectives, and final critique report.
3. For Full Scale Drills/Exercises, copies of the scenario timeline, draft critique reports, attendance records, and final critique reports should be maintained by the EP Staff for a period of six (6) years.
4. For Small Scale Drills, copies of the covered topics, attendance records, and critique reports should be maintained by the EP Staff for a period of six (6) years.

8.1.14 ATTACHMENTS

8.1.14.1 EP Improvement Form

8.1.14.2 Siren System Inadvertent Activation Report

8.1.14.3 ERO Beeper Distribution

8.1.14.4 EP Drill and Exercise Objectives

8.1.14.5 Acceptance Criteria

8.1.14.6 Guidelines for Emergency Response Organization (ERO) Critiques

ATTACHMENT 8.1.14.1
Page 1 of 1
EP IMPROVEMENT FORM

DATE: _____

ERO POSITION: _____

NAME: _____

RECOMMENDED CHANGE IS IN REFERENCE TO:

_____ EMERGENCY PLAN

_____ EMERGENCY FACILITY

_____ EP- _____
(Give Number)

_____ EP TRAINING

_____ EQUIPMENT

_____ OTHER (List) _____

I RECOMMEND THE FOLLOWING CHANGE, ADDITION OR IMPROVEMENT:

(Be specific - list all information) _____

For Emergency Preparedness Use

NTM #: _____

Date Received: _____

Date Originator Notified: _____

This form is for information only. No record retention requirements apply.

ATTACHMENT 8.1.14.3
Page 1 of 1
ERO BEEPER DISTRIBUTION

All Team Members in the following positions.

SEC	OSC Leader	AERM
POD	ERM	NRC
TAD	A&LM	EP
ERD	TAM	JIC Director
RCD/RCM	POA	Reactor Engineer
ESTL	EC	Computer Support
Superintendent Shift Operations Desk	DPTL	Company Spokesperson
State/County Communicator		RC Tech-Damage Control
RC Tech Facilities (45 min)		En Mon Team (45 min)
JIC Technical Spokesperson		

Rotational Beeper positions

NRC Communicator	Environmental/Chemistry Tech
PI Communicator	Electrical Engineer
Security Lieutenant	Mechanical Engineer
Damage Control Leaders	RC Tech-Facilities (75 min)
(1) Mechanics	En Mon Team Leader
(1) I&C/Electricians	En Mon Team (75 min)

(1) Normally on shift, beepers available

This information is for resource allocation only. No record retention requirements apply.

ATTACHMENT 8.1.14.4
Page 1 of 7
EP DRILL AND EXERCISE OBJECTIVES

	NUREG 0654	OBJECTIVE	CR	TSC	OSC	JIC	EOF	FREQ
1	A.1.e F.1.a	Provide 24 hour per day on shift emergency response personnel as required by the Emergency Plan including the capability of 24 hour per day manning of communications.	X					6 yr
2	A.4	Demonstrate ability to staff Emergency Response Facilities (ERF) 24 hours per day.		X	X	X	X	6 yr
3	B.5 H.4 B.7 ¹ b.2	Demonstrate the ability to augment shift staff and activate ERFs with Emergency Plan Table 5.3.2-1, "Capability for Additions" column for 30-45 min and 60-75 min.		X	X		X	2 yr
4	B.7.a B.7.b B.7.c B.7.d	Demonstrate the ability to augment shift staff with: -Logistics support personnel -Technical support for reentry/recovery operations -Management interface with governmental authorities -Corporate interface with news media		X			X X X	2 yr

NOTE: Deletion of EP Drill and Exercise Objectives from this attachment requires PNSC approval. (AR #44128/PNSC Meeting1999)

¹10CFR50.47

ATTACHMENT 8.1.14.4
Page 2 of 7
EP DRILL AND EXERCISE OBJECTIVES

	NUREG 0654	OBJECTIVE	CR	TSC	OSC	JIC	EOF	FREQ
5	B.8	Demonstrate the ability to contact Contractors and private organizations for technical assistance.					X	Ann
6	B.9 L.4 ¹ b.12	Demonstrate the ability to obtain assistance from law enforcement, medical, and fire-fighting organizations including assistance for contaminated personnel.	X					Ann
7	C.2.b	Demonstrate the ability to provide a representative to the SEOC (when activated) and County EOCs.					X	2 yr
8	C.3 ¹ b.9	Demonstrate the ability to coordinate radiological monitoring and analysis.					X	Ann
9	D.1 I.1 ¹ b.4	Demonstrate the ability to identify and properly classify events using appropriate procedures, plant system parameter values, and the EALs.	X	X				Ann
10	E.2 F.1.e ¹ b.2	Demonstrate the ability to alert, notify, and mobilize ERO personnel	X	X	X	X	X	Ann
11	E.3 ¹ b.5	Demonstrate the ability to make initial emergency notification to State and Chesterfield, Darlington, and Lee County Warning Points or EOCs within 15 minutes following declaration of each emergency classification.	X				X	Ann

NOTE: Deletion of EP Drill and Exercise Objectives from this attachment requires PNSC approval. (AR #44128/PNSC Meeting1999)

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ATTACHMENT 8.1.14.4
Page 3 of 7
EP DRILL AND EXERCISE OBJECTIVES

	NUREG 0654	OBJECTIVE	CR	TSC	OSC	JIC	EOF	FREQ
12	E.4 ¹ b.5	Demonstrate the ability to make follow-up notifications to State and Chesterfield, Darlington, and Lee County Warning Points or EOCs within 60 minutes following initial and change of classification notifications.	X				X	Ann
13	E.7 J.7 ¹ b.10	Demonstrate the ability to formulate protective action recommendations and transmit to State and County personnel.					X	Ann
14	F.1 F.1.a F.1.b	Demonstrate the ability to communicate with State and County personnel using primary and backup communication systems.	X				X	Ann
15	F.1.c	Demonstrate the provisions to communicate with Federal emergency response organizations.	X	X				Ann
16	F.1.d ¹ b.6	Demonstrate the ability to communicate between the CR, TSC, EOF, OSC, and Enmon teams.	X	X	X		X	Ann
17	F.1.f	Demonstrate the ability to communicate with the NRC within 60 minutes following each emergency classification declaration.	X	X				Ann
18	G.3.a G.3.b	Demonstrate timely activation of the Joint Information Center.				X		2 yr

NOTE: Deletion of EP Drill and Exercise Objectives from this attachment requires PNSC approval. (AR #44128/PNSC Meeting1999)

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ATTACHMENT 8.1.14.4

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EP DRILL AND EXERCISE OBJECTIVES

	NUREG 0654	OBJECTIVE	CR	TSC	OSC	JIC	EOF	FREQ
19	G.4.a 1b.7	Demonstrate the ability to obtain emergency related information.				X		2 yr
20	G.4.b G.4.c	Demonstrate the ability to disseminate timely, accurate, and appropriate emergency information including provisions for rumor control.				X		2 yr
21	H.6.a H.6.b I.5	Demonstrate the ability to obtain data from meteorological, hydrologic, seismic, radiological monitors, and sampling devices.	X				X	Ann
22	I.2 1b.9	Demonstrate the ability to obtain samples and analyze data from the PASS and other post accident monitoring equipment.			X			Ann
23	I.3.a I.3.b	Demonstrate the ability to determine the source term and magnitude of releases.	X				X	Ann
24	I.8 I.9 J.7	Demonstrate the ability to project dosage to the public based on plant and field data.					X	Ann
25	J.1 1b.2	Demonstrate the ability to alert and advise individuals who are visitors, contractors, and members of the public onsite.	X					Ann

NOTE: Deletion of EP Drill and Exercise Objectives from this attachment requires PNSC approval. (AR #44128/PNSC Meeting1999)

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ATTACHMENT 8.1.14.4
Page 5 of 7
EP DRILL AND EXERCISE OBJECTIVES

	NUREG 0654	OBJECTIVE	CR	TSC	OSC	JIC	EOF	FREQ
26	J.3 K.7	Demonstrate the ability to evacuate non-essential personnel from site to be monitored and decontaminated at an offsite location.			X		X	6 yr
27	J.4	Demonstrate the ability to monitor, decontaminate and evacuate non-essential personnel from site.			X		X	6 yr
28	J.5	Demonstrate the ability to account for individuals in the protected area and identify the names of those unaccounted for within 30 minutes.		X				6 yr
29	J.6 K.3.a K.3.b	Demonstrate the ability to provide ERO personnel protective clothing, respiratory protection, dosimetry, and radioprotective drugs. This also includes determination of doses received and maintenance of dose records 24 hours per day.	X	X	X		X	2 yr
30	K.1 ¹ b.11	Demonstrate the ability to establish onsite exposure guidelines consistent with EPA emergency worker and lifesaving activities.		X				Ann
31	L.2	Demonstrate the ability to provide onsite first aid capability.			X			Ann

NOTE: Deletion of EP Drill and Exercise Objectives from this attachment requires PNSC approval. (AR #44128/PNSC Meeting1999)

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ATTACHMENT 8.1.14.4
Page 6 of 7
EP DRILL AND EXERCISE OBJECTIVES

	NUREG 0654	OBJECTIVE	CR	TSC	OSC	JIC	EOF	FREQ
32	M.1 M.2 M.3 M.4	Demonstrate the ability to reassess plant conditions and evaluate recovery/reentry considerations.					X	6 yr
33	N.1.b	Demonstrate the ability to augment the ERO, during an Exercise, between 6:00 p.m. and 4:00 a.m. or any weekend hours.	X					6 yr
34	N.2.d	Perform Radiological Monitoring Drills which involve collection and analysis of all sample media (e.g., water, vegetation, soil and air), and provisions for communications and record keeping.					X	Ann
35	N.2.b	Perform fire drills which demonstrate the ability of the fire brigade to respond to a fire and interface with offsite fire assistance.	X					6 yr
36	N.2.c	Perform medical emergency drills which demonstrate the ability to deal with a medical emergency involving a simulated contaminated individual including participation of offsite medical treatment agencies.	X		X			Ann

NOTE: Deletion of EP Drill and Exercise Objectives from this attachment requires PNSC approval. (AR #44128/PNSC Meeting1999)

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ATTACHMENT 8.1.14.4

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EP DRILL AND EXERCISE OBJECTIVES

	NUREG 0654	OBJECTIVE	CR	TSC	OSC	JIC	EOF	FREQ
37	N.2.e (1) ¹ b.9	Perform Health Physics Drills which involve response to, and analysis of, simulated elevated airborne and liquid samples and direct radiation measurements in the environment.			X			6 mo
38	ACR 94- 01156 CA .1	Perform an offsite hazards drill which will involve response to, and analysis of simulated offsite hazards (examples: chlorine, propane, hydrogen, gasoline or some other offsite hazard either natural man made). Samples and measurements as well as protective measures should be taken.	X	X	X		X	Ann
39	N.4	Perform a critique at the conclusion of an exercise to evaluate the ability of organizations to respond as required.	X	X	X	X	X	Ann
40		Demonstrate that NRC identified open items resulting from previous exercises are corrected.						
41	CR 98- 02026	Demonstrate actual use of SCBA's including field change out of spare cylinder.			X			Ann

NOTE: Deletion of EP Drill and Exercise Objectives from this attachment requires PNSC approval. (AR #44128/PNSC Meeting1999)

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ATTACHMENT 8.1.14.5
Page 1 of 7
ACCEPTANCE CRITERIA

	OBJECTIVE	ACCEPTANCE CRITERIA
1	Provide 24 hour per day on shift emergency response personnel as required by the Emergency Plan including the capability of 24 hour per day manning of communications.	This objective is met as long as the staffing requirements of Technical Specifications, Emergency Plan Table 5.3.2-1 "Minimum Shift Size" column are satisfied.
2	Demonstrate ability to staff ERFs 24 hours per day.	This objective is met when the ERFs are staffed and a shift turnover is complete.
3	Demonstrate the ability to augment shift staff and activate ERFs with Emergency Plan Table 5.3.2-1, "Capability for Additions" column for 30-45 min and 60-75 min.	This objective is met when the staffing requirements of the Emergency Plan Table 5.3.2-1, "Capability for Additions" column is satisfied.
4	Demonstrate the ability to augment shift staff with: -Logistics support personnel -Technical support for reentry/recovery operations -Management interface with governmental authorities -Corporate interface with news media	This objective is met when facilities are capable of being activated.
5	Demonstrate the ability to contact Contractors and private organizations for technical assistance.	This objective is met when the ability to contact has been demonstrated. The ability to contact should include a verification of the appropriate phone number.
6	Demonstrate the ability to obtain assistance from law enforcement, medical, and fire-fighting organizations including assistance for contaminated personnel.	This objective is met when the ability to contact has been demonstrated. The ability to contact should include a verification of the appropriate phone number.

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ATTACHMENT 8.1.14.5
Page 2 of 7
ACCEPTANCE CRITERIA

	OBJECTIVE	ACCEPTANCE CRITERIA
7	Demonstrate the ability to provide a representative to the SEOC (when activated) and County EOCs.	This objective is met when the facilities are activated and an ERO representative is present.
8	Demonstrate the ability to coordinate radiological monitoring and analysis.	This objective is met when appropriate monitoring and analysis data are received. (Portions may be simulated as a control cell.)
9	Demonstrate the ability to identify and properly classify events using appropriate procedures, plant system parameter values, and the EALs.	This objective is met when events are correctly classified in a timely manner.
10	Demonstrate the ability to alert, notify, and mobilize ERO personnel.	This objective is met when the ERFs are activated.
11	Demonstrate the ability to make initial emergency notification to State and Chesterfield, Darlington, and Lee County Warning Points or EOCs within 15 minutes following declaration of each emergency classification.	This objective is met when initial notifications are accomplished within the required 15 minutes. Time starts at emergency declaration and ends at first contact.
12	Demonstrate the ability to make follow-up notifications to State and Chesterfield, Darlington, and Lee County Warning Points or EOCs within 60 minutes following initial and change of classification notifications.	This objective is met when follow-up notifications are accomplished within the required 60 minutes. Time starts at completion of the previous notification and ends at first contact.

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ATTACHMENT 8.1.14.5
Page 3 of 7
ACCEPTANCE CRITERIA

	OBJECTIVE	ACCEPTANCE CRITERIA
13	Demonstrate the ability to formulate protective action recommendations and transmit to State and County personnel.	This objective is met when protective action recommendations are transmitted to the State and Counties within 15 minutes following the declaration of a General Emergency.
14	Demonstrate the ability to communicate with State and County personnel using primary and backup communication systems.	This objective is met when communications have been established using the Selective Signaling system and one of the backup systems.
15	Demonstrate the provisions to communicate with Federal emergency response organizations.	This objective is met by agreement letters.
16	Demonstrate the ability to communicate between the CR, TSC, EOF, OSC, and Enmon teams.	This objective is met when none of the other Objectives fail due to communications.
17	Demonstrate the ability to communicate with the NRC within 60 minutes following each emergency classification declaration.	This objective is met when communications are established within the required time. Time starts at emergency declaration and ends at first contact.
18	Demonstrate timely activation of the Joint Information Center.	This objective is met when the Company Spokesperson has declared the Joint Information Center activated and the information has been entered into the log.

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ATTACHMENT 8.1.14.5
Page 4 of 7
ACCEPTANCE CRITERIA

	OBJECTIVE	ACCEPTANCE CRITERIA
19	Demonstrate the ability to obtain emergency related information.	This objective is met when facility briefings between the EOF and JIC have been conducted as appropriate.
20	Demonstrate the ability to disseminate timely, accurate, and appropriate emergency information, including provisions for rumor control.	This objective is met when a press conference has been conducted by a Company Spokesperson and false information has been corrected by responsible personnel.
21	Demonstrate the ability to obtain data from meteorological, hydrologic, seismic, radiological monitors, and sampling devices.	This objective is met when data has been obtained and provided to appropriate personnel.
22	Demonstrate the ability to obtain samples and analyze data from the PASS and other post accident monitoring equipment.	This objective is met when samples have been obtained and accurately analyzed.
23	Demonstrate the ability to determine the source term and magnitude of releases.	This objective is met when source term and release magnitude/dose protection have been accurately determined.
24	Demonstrate the ability to project dosage to the public based on plant and field data.	This objective is met when Dose Projection information is included in the General Emergency declaration notification or as a follow-up to the General Emergency notification.

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ATTACHMENT 8.1.14.5
Page 5 of 7
ACCEPTANCE CRITERIA

	OBJECTIVE	ACCEPTANCE CRITERIA
25	Demonstrate the ability to alert and advise individuals who are visitors, contractors, and members of the public onsite.	This objective is met when individuals receive, understand, and respond as required to notifications provided by alarms and PA.
26	Demonstrate the ability to evacuate non-essential personnel from site to be monitored and decontaminated at an offsite location.	This objective is met when personnel are sent to an offsite location for decontamination. (Actual transport may be simulated.)
27	Demonstrate the ability to monitor, decontaminate and evacuate non-essential personnel from site.	This objective is met when personnel are able to discuss decontamination procedures.
28	Demonstrate the ability to account for individuals in the protected area and identify the names of those unaccounted for within 30 minutes.	This objective is met when accountability is completed within 30 minutes.
29	Demonstrate the ability to provide ERO personnel protective clothing, respiratory protection, dosimetry, and radioprotective drugs. This also includes determination of doses received and maintenance of dose records 24 hours per day.	This objective is met when adequate supplies are available and dose records are maintained during the drill.

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ATTACHMENT 8.1.14.5
Page 6 of 7
ACCEPTANCE CRITERIA

	OBJECTIVE	ACCEPTANCE CRITERIA
30	Demonstrate the ability to establish onsite exposure guidelines consistent with EPA emergency worker and lifesaving activities.	This objective is met when emergency worker and lifesaving exposure guidelines are implemented.
31	Demonstrate the ability to provide onsite first aid capability.	This objective is met when First Responders have provided initial treatment and the victim(s) have been delivered to the rescue squad. (Portions may be simulated as a control cell.)
32	Demonstrate the ability to reassess plant conditions and evaluate recovery/reentry considerations.	This objective is met when a recovery plan and an organization is formulated.
33	Demonstrate the ability to augment the ERO, during an Exercise, between 6:00 p.m. and 4:00 a.m. or any weekend hours.	This objective is met when augmentation is successfully completed between the hours of 6:00 p.m. and 4:00 a.m. or any weekend hours.
34	Perform Radiological Monitoring Drills which involve collection and analysis of all sample media (e.g., water, vegetation, soil and air), and provisions for communications and record keeping.	This objective is met when environmental measurement through analysis of water, vegetation, soil, and air sample media have been completed, recorded and communicated.
35	Perform fire drills which demonstrate the ability of the fire brigade to respond to a fire and interface with offsite fire assistance.	This objective is met when the fire brigade arrives at the scene with appropriate equipment and offsite fire assistance is coordinated. (Portions may be simulated as a control cell.)

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ACCEPTANCE CRITERIA

	OBJECTIVE	ACCEPTANCE CRITERIA
36	Perform medical emergency drills which demonstrate the ability to deal with a medical emergency involving a simulated contaminated individual including participation of offsite medical treatment agencies.	This objective is met when First Responders arrive at the scene and offsite assistance is coordinated. (Actual transport may be simulated. Off-site medical treatment may be demonstrated in conjunction with the medical services (MS-1) drill.)
37	Perform Health Physics Drills which involve response to, and analysis of, simulated elevated airborne and liquid samples and direct radiation measurements in the environment.	This objective is met when response and analysis is made to simulated elevated airborne and liquid samples and direct radiation measurements in the environment.
38	Perform an offsite hazards drill which will involve response to and analysis of simulated offsite hazards (example chlorine, propane, hydrogen, gasoline or some other offsite hazard either natural or man made). Samples, measurements as well as protective measures should be taken.	This objective is met when an offsite hazard is included in a drill or exercise and protective measures are taken and the hazard is measured for the protective measures.
39	Perform a critique at the conclusion of an exercise to evaluate the ability of organizations to respond as required.	This objective is met when facility critiques have been conducted.
40	Demonstrate that NRC identified open items resulting from previous exercises are corrected.	This objective is met by successful demonstration of the task in the area(s) of concern.
41	Demonstrate use of SCBAs including field change out of spare cylinder.	This objective is met when actual use of SCBAs and change out of cylinder are demonstrated.

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Guidelines for Emergency Response Organization (ERO) Critiques

Critiques are an important part of the process of self-identifying problems and improvements for the Emergency Response Organization. The following are guidelines for conducting a facilitated critique of the Emergency Response Organization.

Critique Process

The facility leader should conduct a facilitated critique as follows: INIT.

1. Assign someone to record the critique notes. _____
2. Ask for input on each objective and the acceptance criteria on the facility listing. _____
3. Probe to identify _____
 - Flawed defenses
 - Error precursors
 - Weak organizational processes.
4. Consider the following elements: _____
 - Results
 - Behaviors
 - Task demands
 - Work environment
 - Individual capabilities
5. If problems are identified, prior to continuing, determine whether the problem should be: _____
 - a) identified in a Condition Report (CR),
 - b) identified on an EP Improvement Form (EPIF), or
 - c) included in the critique as a general comment.

If a Condition Report or EP Improvement Form is warranted, ensure critique participants identify who is responsible to initiate and evaluate the CR or EPIF , and document this in the critique notes.

6. Identify any remediation due to less than acceptable performance and document the recommended remediation in the critique notes. _____
7. After all of the objectives have been addressed, ask for any general comments from all participants. _____
8. After all participants have completed their input, ask for comments from controllers and evaluators. _____
9. After all controllers/evaluators complete their input, ask for comments from NAS. _____
10. After all NAS comments are complete, ask for comments from the NRC. _____
11. Instruct the note taker to electronically transmit the critique notes to EP prior to the Lead Evaluator /Controller Critique (roll-up). _____

United States Nuclear Regulatory Commission
Attachment XIV to Serial RNP-RA/02-0100
7 Pages

EPTSC-02
PLANT OPERATIONS DIRECTOR
Revision 5

CAROLINA POWER & LIGHT COMPANY
H. B. ROBINSON STEAM ELECTRIC PLANT, UNIT NO. 2

PLANT OPERATING MANUAL

VOLUME 2
PART 5

EMERGENCY PROCEDURE

EPTSC-02
PLANT OPERATIONS DIRECTOR

REVISION 5

SUMMARY OF CHANGES

STEP #	REVISION COMMENTS
8.2.3.2.a	Deleted step referencing SPDS Communicator. (AR 46003)

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PLANT OPERATIONS DIRECTOR (POD) QUICK START GUIDE

NOTE: Blanks are provided for place keeping ✓'s only, logs are the official record. This is a summary level guide and does not replace the procedure steps.

1. If Dialogic was utilized for callout, upon arrival at the Facility, notify Dialogic at X 1777. _____
2. Proceed directly to the CR, perform the following:
 - a. Report your readiness to assist in the CR to the Superintendent Shift Operations (SSO) _____
 - b. Assess the overall emergency response and provide guidance and support to the SSO/Site Emergency Coordinator (SEC)/CR. _____
 - c. Assess the need for additional resources to assist with the emergency response. Assist the SEC/CR with obtaining these resources. _____
 - d. Facilitate CR activities by coordinating Emergency Communicator (EC) functions and assuring that the Emergency Action Levels (EALs) are continuously monitored. _____
3. Upon manning of the Technical Support Center (TSC), report to the TSC. _____
4. Sign in on the facility sign-in board. Log on the Electronic Display System (EDS). _____
5. Establish communications with the SSO. _____
6. Continuously assess plant conditions. _____
7. Notify the SEC of readiness to activate. _____
8. Refer to procedure steps. _____

8.2 PLANT OPERATIONS DIRECTOR (POD)

8.2.1 PURPOSE

1. This procedure describes the functional responsibilities and procedure steps for the Plant Operations Director (POD).

8.2.2 RESPONSIBILITIES

1. Continuously monitor the Emergency Action Levels (EALs) for potential changes in the emergency classification. Provide this information to the Site Emergency Coordinator (SEC).
2. Provide liaison with the Control Room (CR) Superintendent Shift Operations (SSO).
3. On an interim basis, assume the duties of the TSC Site Emergency Coordinator. (CR 11968)

8.2.3 INSTRUCTIONS

1. Assess plant conditions.
2. Advise the SEC of assessments and prognosis concerning plant conditions, changes in EAL classifications or the need for additional resources/personnel from internal or external sources.
3. Formulate priorities for accident assessment with the SEC, Emergency Repair Director (ERD), and Technical Analysis (TAD).
4. Keep the Control Room staff apprised of emergency response missions and priorities.
 - a. Coordinate operations support for missions.
5. Provide plant information, as requested, to the Plant Operations Advisor (POA).
6. Provide long term mitigation and recovery guidance to the Control Room staff.

8.2.3 (Continued)

7. In the event of a fire, request technical guidance and support from Fire Protection Program Engineers through the Accident Assessment Team.
 - a. Advise the SEC regarding the effects of the fire on plant safe shutdown equipment and/or the firefighting attempts.
8. Ensure planned exposure control in accordance with EPOSC-04, Emergency Work Control.

8.2.4 RECORDS

N/A

8.2.5 ATTACHMENTS

N/A