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JMCKNIGHT

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TRANSMITTAL NUMBER: 219886

PROCEDURE NUMBER: EI-6.9

TITLE: AUTOMATED DOSE ASSESSMENT PROGRAM

TRANSMITTAL: LISTED BELOW ARE NEW/REVISED PROCEDURES WHICH MUST BE IMMEDIATELY INSERTED INTO OR DISCARDED FROM YOUR PROCEDURE MANUAL.

Action Required

Section or Description

REMOVE AND DESTROY

EI-6.9, R/5, ENTIRE PROCEDURE

REPLACE WITH

EI-6.9, R/5, ENTIRE PROCEDURE

EDITORIAL/WORD 2000 CONVERSION

SIGN, DATE, AND RETURN THE ACKNOWLEDGEMENT FORM WITHIN 10 DAYS TO THE PALISADES PLANT DOCUMENT CONTROL.

SIGNATURE OR INITIALS

DATE

AC45

Procedure No EI-6.9  
Revision 5  
Issued Date 6/25/02

**PALISADES NUCLEAR PLANT**  
**EMERGENCY IMPLEMENTING PROCEDURE**

**TITLE: AUTOMATED DOSE ASSESSMENT PROGRAM**

<u><i>92 Fortaux</i></u>	<u>1 4/9/02</u>	
<b>Procedure Sponsor</b>		<b>Date</b>
<u>KMSchneider</u>	<u>/</u>	<u>10/18/96</u>
<b>Technical Reviewer</b>		<b>Date</b>
<u>KMSchneider</u>	<u>/</u>	<u>10/18/96</u>
<b>User Reviewer</b>		<b>Date</b>

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**USER ALERT**  
**INFORMATION USE PROCEDURE**

The activities covered by this procedure may be performed from memory.

**1.0 PERSONNEL RESPONSIBILITY**

The Health Physics Support Group Leader shall implement this procedure. In the absence of a Health Physics Support Group Leader, the Site Emergency Director (SED), or EOF Director shall delegate this function.

**2.0 PURPOSE**

This procedure provides basic instruction on how to initiate and operate the IBM PC automated dose assessment program "Offsite." Detailed instructions are provided in the offsite documentation manual contained in the "Offsite" QA software plan. In addition, help panels are available on-line for each input panel to provide detailed instructions to the user.

**3.0 REFERENCES**

**3.1 SOURCE DOCUMENTS**

- 3.1.1 Palisades Site Emergency Plan Section 6, "Emergency Measures"
- 3.1.2 NOD Dose Assessment Basis Documents

**3.2 REFERENCE DOCUMENTS**

- 3.2.1 Emergency Implementing Procedure EI-1, "Emergency Classification and Actions"
- 3.2.2 Emergency Implementing Procedure EI-6.0, "Offsite Dose Calculation and Recommendations for Protective Actions"
- 3.2.3 Palisades Administrative Procedure 10.41, "Procedure Initiation and Revision"

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**4.0 INITIAL CONDITIONS AND/OR REQUIREMENTS**

This procedure shall be implemented per Emergency Implementing Procedure EI-6.0, "Offsite Dose Calculation and Recommendations for Protective Actions," when there is a potential for, or an actual significant release of radioactive materials from the Plant site (as specified by Emergency Implementing Procedure EI-1, "Emergency Classification and Actions").

**5.0 PROCEDURE**

**USER ALERT**  
**INFORMATION USE PROCEDURE**

The activities covered by this procedure may be performed from memory.

**5.1 INITIATION**

**NOTE:** If there are diskettes in the drives, remove them. The TSC Dose computer has an external modem. This modem must be turned on separately.

5.1.1 To initiate the Offsite Dose Assessment program on the IBM PC:

- a. **IF** the computer is on, and the Dose Assessment program is not displayed, **THEN** reboot the computer by pressing and holding down the "Ctrl" and "Alt" keys, and then press the "Delete" key. Release all three keys.
- b. **IF** the computer is not on, **THEN** press the power switch on the master power board.

5.1.2 Select option (1) "Palisades Dose Assessment Program" from the menu and the Offsite Dose Assessment menu is displayed.

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**5.2 PROGRAM OPERATION**

- 5.2.1 From the Offsite Dose Assessment Menu, choose a number (1-9) that correlates with the desired calculation followed by the ENTER key.
- 5.2.2 Press the TAB key to move the cursor to the next field on the input panel.
- 5.2.3 When all input information on the panel has been made, press the ENTER key to enter the data into the program. The computer will then automatically calculate the input data and generate the output data on the screen.
- 5.2.4 Press PRINT SCREEN key to get a hardcopy print of the displayed input/output panel, if a copy is desired.
- 5.2.5 **IF** the data was incorrectly inputed or needs to be recalculated, **THEN** press the "Enter" key. Otherwise, press "F2" key to return to the main menu to continue with the program.
- 5.2.6 To exit the program at anytime in the program, depress the F2 key until you arrive at the "Main Menu" screen. At this point you are considered out of the program.
- To exit the main menu to DOS, depress the F2 key.
- 5.2.7 At the bottom of each menu or panel there is a HELP option which can be accessed by indexing the F1 key, which will bring up a help screen. This help screen provides instruction on the use of the particular menu or panel being used.
- a. On all input panels, input data fields are colored-coded yellow for required input and light blue for optional input (input which may be required as a result of selection of a particular option).
  - b. The most recent values for all fields are displayed when the input panel comes up. Individual values may either be accepted by tabbing over the field or changed by typing a new value into the field.

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**6.0 ATTACHMENTS**

None

**7.0 SPECIAL REVIEWS**

The scope of this procedure does not include activities that require a 50.59 review per Palisades Administrative Procedure 10.41, "Procedure Initiation and Revision." Therefore, changes to this procedure do not require a 50.59 review.

The scope of this procedure includes activities that require a PRC review per Palisades Administrative Procedure 10.41, "Procedure Initiation and Revision." Therefore, changes to this procedure require a PRC review.

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