



Nebraska Public Power District
Nebraska's Energy Leader

NLS2002091

July 25, 2002

U.S. Nuclear Regulatory Commission
Attention: Document Control Desk
Washington, D.C. 20555-0001

Subject: Emergency Plan Implementing Procedures
Cooper Nuclear Station, NRC Docket 50-298, DPR-46

Pursuant to the requirements of 10 CFR 50, Appendix E, Section V, "Implementing Procedures," Nebraska Public Power District is transmitting the following Emergency Plan Implementing Procedures (EPIPs):

EPIP 5.7ENS	Revision 0	"ENS Communicator"
EPIP 5.7.2	Revision 17	"Shift Supervisor EPIP"
EPIP 5.7.6	Revision 35	"Notification"
EPIP 5.7.21	Revision 25	"Maintaining Emergency Preparedness- Emergency Exercises, Drills, Tests, and Evaluations"
EPIP 5.7.23	Revision 4	"Activation of the JIC"
EPIP 5.7.25	Revision 16	"Recovery Operations"

Should you have any questions concerning this matter, please contact me.

Sincerely,

J. A. Hutton
Plant Manager

/nr

Enclosures

cc: Regional Administrator w/enclosures (2)
USNRC - Region IV

NPG Distribution w/o enclosures

Senior Resident Inspector w/enclosures
USNRC


Records w/o enclosures

A-45

Correspondence Number: NLS2002091

The following table identifies those actions committed to by Nebraska Public Power District (NPPD) in this document. Any other actions discussed in the submittal represent intended or planned actions by NPPD. They are described for information only and are not regulatory commitments. Please notify the NL&S Manager at Cooper Nuclear Station of any questions regarding this document or any associated regulatory commitments.

COMMITMENT	COMMITTED DATE OR OUTAGE
None	

<p style="text-align: center;"><u>CNS OPERATIONS MANUAL</u> PROCEDURE 5.7ENS</p> <p style="text-align: center;">ENS COMMUNICATOR</p>	<p>USE: REFERENCE </p> <p>EFFECTIVE: 6/28/02</p> <p>APPROVAL: SORC</p> <p>OWNER: EP MGR</p> <p>DEPARTMENT: EP</p>
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1. PURPOSE

This procedure outlines the ERO duties performed by the ENS Communicator during a declared emergency. The ENS Communicator provides continuous communication with the NRC when requested to do so.

2. PRECAUTIONS AND LIMITATIONS

- [] 2.1 This procedure does not need to be performed in the sequence listed as long as the user ensures all applicable steps are performed in a logical sequence and procedure intent and results are not altered.

3. INSTRUCTIONS

- [] 3.1 Assume of ENS Communicator position.

- [] 3.1.1 Verify communications devices function.

- [] 3.1.1.1 Telephone.

- [] 3.1.1.2 ENS telephone.

- [] 3.1.1.3 If available, HELLO direct headset (Attachment 1 has instructions for operating HELLO direct headset).

- [] 3.2 Maintain a log on Attachment 3 using guidance in Attachment 2.

- [] 3.3 Obtain a turnover from the Control Room Shift Communicator.
 - [] 3.3.1 Obtain a copy of the Notification Reports previously sent to the State, County, or NRC or other information provided to the NRC.
- [] 3.4 Report to the Emergency Director when ready to assume responsibilities.
- [] 3.5 Verify that the NRC Senior Resident Inspector or another assigned NRC Inspector was contacted by the Shift Communicator.
 - [] 3.5.1 If not contacted, then page NRC Inspector. Phone and pager numbers for the NRC Resident staff are located in the Emergency Telephone Directory - "Federal Tab".
- [] 3.6 Establish communications with the NRC Operations Center (NRCOC) via ENS.
 - [] 3.6.1 If the ENS line become inoperable, contact the NRC Operations Duty Officer via the commercial phone number located in the Emergency Telephone Directory - "Federal Tab".
- [] 3.7 Perform ENS communications.
 - [] 3.7.1 Use NRC Information Notice 98-08 (Attachment 2 as a guide for anticipating potential questions from the NRC with regard to plant status.
 - [] 3.7.2 Maintain a log of key information discussed with the NRC on Attachment 3 or a similar form.
- [] **NOTE** - ENS Communicator may leave communications for brief periods to obtain information.
- [] 3.8 Review proposed responses with the Emergency Director or specific designee prior to responding to the NRC, except for plant data clarifications, general system design, or other basic info known with certainty.
- [] 3.9 Conduct shift turnover as necessary.
 - [] 3.9.1 Review log of past events and open questions.
 - [] 3.9.2 Ensure NRCOC Duty Officer is aware of new Communicator by name.

☐ 3.10 Inform Emergency Director to request Licencing Department to review ENS Communicator Logs for 50.72 applicability.

☐ 3.10.1 Include a copy of Attachment 3 and additional logs documenting information provided to NRC as part of the Post-Event Review paperwork per Procedure 2.0.6.

4. RECORDS

☐ 4.1 Entire procedure and supporting logs following an actual emergency is given to Emergency Preparedness Coordinator (quality record upon completion).

1. TO INITIATE

- 1.1 Put on telephone headset and pull microphone boom to the full down position.
- 1.2 Lift telephone handset from cradle and set aside.
- 1.3 Dial telephone number.
- 1.4 Talk on black headset when party answers.
 - 1.4.1 The microphone may be muted by raising it halfway. This allows the user to shut off the microphone and still hear the conversation of others on the intercom.
 - 1.4.2 A rotating volume control wheel is located on the headset, earphone side, above where the microphone is attached.

2. TO TERMINATE

- 2.1 Return telephone handset to cradle.
- 2.2 Put headset microphone boom in full up position.
- 2.3 Return headset to base.

The level of communication between NRC and CNS will depend on the development and the significance of the event.

In Communicating with the NRCOC, attempt the following:

- Take control of communications.
- Direct the NRC to provide single specific questions.
- Write down the question, then verify (e.g., three part communication).
- Provide answer personally only if answer is something you know with certainty and pertains to plant data clarification, general system design, etc.
- Use references (Procedures, Drawings, Manuals, etc.), where applicable, to verify answer. Never say "I think"; hearsay is unacceptable.
- Other questions should be reviewed with Emergency Director or TSC Director if related to emergency actions or policy (state/counties actions, PARs) prior to releasing information to the NRC.
- As guide to information inquiry: Plant Systems - Ops EOP Advisor, Security - Security Coordinator, Design Basis - Engineering Coordinator.

The following is a list of sample questions that may be asked during an emergency and should be verified with the Emergency Director prior to reply:

- Is there any change to the classification? If so, what is the reason?
- What is the ongoing/imminent damage to the facility, including affected equipment and safety features?
- Have toxic or radiological releases occurred or been projected, including changes in the release rate? If so, what are the projected on-site and off-site releases, and what is the basis of assessment?
- What are the health effect/consequences to on-site/off-site people? How many on-site/off-site people are/will be affected and to what extent?
- Is the event under control? When was control established or what is the planned action to bring the event under control? What is the mitigative action underway or planned?
- What on-site protective measures have been taken or planned?
- What off-site protective actions have been recommended to State/local officials?
- What is the status of State/local/other Federal agencies' response, if known?
- If applicable, what is the status of public information activities, such as alarm, broadcast, or press releases (CNS/State/local/other Federal agencies)? Has a Joint Information Center been activated?

ATTACHMENT 3 ENS COMMUNICATOR QUESTION TRACKING LOG

DATE: _____

TIME OF INQUIRY	QUESTION/INFORMATION REQUESTED	NAME OF REQUESTOR	RESPONSE/INFORMATION PROVIDED (INCLUDING REFERENCE DOCUMENTS)	CLOSED (✓)	TIME CLOSED

ATTACHMENT 3 ENS COMMUNICATOR QUESTION TRACKING LOG

DATE: _____

TIME OF INQUIRY	QUESTION/INFORMATION REQUESTED	NAME OF REQUESTOR	RESPONSE/INFORMATION PROVIDED (INCLUDING REFERENCE DOCUMENTS)	CLOSED (✓)	TIME CLOSED

ATTACHMENT 3 ENS COMMUNICATOR QUESTION TRACKING LOG

DATE: _____

TIME OF INQUIRY	QUESTION/INFORMATION REQUESTED	NAME OF REQUESTOR	RESPONSE/INFORMATION PROVIDED (INCLUDING REFERENCE DOCUMENTS)	CLOSED (✓)	TIME CLOSED

1. REFERENCES

1.1 CODES AND STANDARDS

1.1.1 NPPD Emergency Plan for CNS.

1.1.2 NUREG 0654/FEMA-REP-1, Revision 1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants.

1.1.3 10CFR50.72.


1.2 PROCEDURES

1.2.1 Conduct of Operations Procedure 2.0.6, Operational Event Response and Review.

1.3 MISCELLANEOUS

1.3.1 NRC Information Notice 98-08.

1.3.2 Emergency Telephone Directory - "Federal Tab".

<p style="text-align: center;"><u>CNS OPERATIONS MANUAL</u> EPIP PROCEDURE 5.7.2</p> <p style="text-align: center;">SHIFT SUPERVISOR EPIP</p>	<p>USE: REFERENCE </p> <p>EFFECTIVE: 6/28/02</p> <p>APPROVAL: SORC</p> <p>OWNER: R. J. FISCHER</p> <p>DEPARTMENT: EP</p>
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1. PURPOSE

This procedure provides a series of actions to be taken by Shift Supervisor upon declaration of an Emergency Classification.

2. PRECAUTIONS AND LIMITATIONS

- [] 2.1 Shift Supervisor shall initially assume role of Emergency Director and will be Emergency Director until relieved by another qualified Emergency Director.
- [] 2.2 If an Alert, a Site Area Emergency, or General Emergency is reached, do not reclassify to a lower classification or terminate Emergency until Emergency Response Facilities are activated.

3. REQUIREMENTS

- [] 3.1 An Emergency has been declared per Procedure 5.7.1.
- [] 3.2 Procedure steps in Section 4 and Attachments 1, 2, 3, and 4 may be performed out of listed order, if needed to more efficiently deal with emergency situation.

4. INITIAL ACTIONS

- ☐ 4.1 Shift Supervisor, immediately following classification of an emergency, should announce following to Control Room Staff:
 - ☐ 4.1.1 Time of classification. Time: _____
 - ☐ 4.1.2 Level of emergency classification. Class: _____
 - ☐ 4.1.3 EAL on which classification is based. EAL #: _____
 - ☐ 4.1.4 Description of condition causing classification.
- ☐ 4.2 Ensure Shift Communicator has been called to Control Room.
- ☐ 4.3 Enter Attachment for applicable Classification Level.
 - ☐ 4.3.1 Attachment 1, ACTIONS FOR NOTIFICATION OF UNUSUAL EVENT.
 - ☐ 4.3.2 Attachment 2, ACTIONS FOR AN ALERT.
 - ☐ 4.3.3 Attachment 3, ACTIONS FOR SITE AREA EMERGENCY.
 - ☐ 4.3.4 Attachment 4, ACTIONS FOR GENERAL EMERGENCY.

5. RECORDS

- ☐ 5.1 Completed portions and Attachments are sent to the EP Manager for CNS Records (quality records upon completion).

1. ACTIONS FOR NOTIFICATION OF UNUSUAL EVENT

- [] 1.1 Inform ERO personnel of Notification of Unusual Event via CNS Automated Notification System (ANS).
 - [] 1.1.1 On telephone with ANS Activation Module, activate ANS by:
 - [] 1.1.1.1 Picking up telephone.
 - [] **NOTE** - Hanging up phone while ANS is activating may cause ANS to lockup.
 - [] 1.1.1.2 When dial tone received, depress ACTIVATE DIALOGICS pushbutton.
 - [] 1.1.1.3 When voice asks for Scenario Password, depress one of following:
 - [] a. "100 SCENARIO" pushbutton for normal NOUE.
 - [] b. "222 SCENARIO" pushbutton to activate on-site ERFs.
 - [] c. "333 SCENARIO" pushbutton to activate AEOF.
 - [] 1.1.1.4 When ANS tells you goodbye, hang up.
 - [] 1.1.2 If ANS or telephone with ANS Activation Module is unavailable, have an individual **concurrently** activate backup notification methods per Attachment 6.
- [] **NOTE 1** - Accountability and personnel assembly is not required at NOUE level; however, it may be performed.
- [] **NOTE 2** - Accountability should not be performed if performing accountability will additionally **THREATEN PERSONNEL SAFETY.**©
- [] 1.2 Determine if personnel assembly and accountability will be performed.
 - [] 1.2.1 If accountability will not be performed, go to Step 1.3.
 - [] 1.2.2 If accountability will be performed, go to Step 1.4.

[] **NOTE** - Personnel assembly and accountability is not required at NOUE level; however, it may be performed.

[] 1.3 If personnel assembly and accountability will not be performed, perform following:

[] 1.3.1 If desired, fill in blanks of Step 1.3.3:

[] 1.3.1.1 In (1), give a brief description of emergency event and if applicable, location.

[] 1.3.1.2 In (2), provide following as needed:©

- Locations that should be avoided due to emergency conditions.
- Include specific evacuation routes to ensure personnel are directed around areas involving significant personnel.
- Any precautions needed for security events/severe weather conditions.

[] 1.3.2 Activate Emergency Alarm for 10 seconds.

[] 1.3.3 Make following announcement over station Gaitronics:

Attention All Station Personnel, at _____ Emergency Director declared
[time]
a Notification of Unusual Event.

There is ⁽¹⁾ _____

All personnel stay clear of ⁽²⁾ _____

Activate Emergency Alarm for 10 seconds and repeat announcement.

[] **NOTE** - Accountability should not be performed, if performing accountability will additionally **THREATEN PERSONNEL SAFETY.**©

[] 1.4 If assembly and accountability is desired for NOUE, perform following:

[] 1.4.1 If desired, fill in blanks of Step 1.4.3.

[] 1.4.1.1 In (1), give a brief description of emergency event and if applicable, location.

[] 1.4.1.2 In (2), provide following as needed:©

- Locations that should be avoided due to emergency conditions.
- Include specific evacuation routes to ensure personnel are directed around areas involving significant personnel.
- Any precautions needed for security events/severe weather conditions.

[] 1.4.2 Activate Emergency Alarm for 10 seconds.

[] 1.4.3 Make following announcement over station Gaitronics:

Attention All Station Personnel, at _____ Emergency Director declared a
[time]
Notification of Unusual Event.

There is ⁽¹⁾ _____

All personnel report to your Designated Assembly Areas for initial accountability.

All personnel stay clear of ⁽²⁾ _____

Activate Emergency Alarm for 10 seconds and repeat announcement.

- [] 1.5 Record time announcement completed. Time: _____

- [] 1.6 Direct someone to complete CNS Notification form per Procedure 5.7.6.
 - [] 1.6.1 For NOUE, recommended PAR is "None".
 - [] 1.6.2 Review and sign completed Notification form to authorize transmittal to state and local authorities.

- [] 1.7 Ensure initial notification with PAR, to responsible state and local governmental agencies completed within 15 minutes of declaration.
 - [] 1.7.1 Record time state and local authorities contacted. Time: _____

- [] 1.8 During performance of subsequent steps in this Attachment, monitor plant conditions and re-evaluate emergency classification as conditions change per Procedure 5.7.1. Escalate to a higher emergency classification if conditions warrant.
 - [] 1.8.1 If reclassification is performed, ensure NRC notification 1 hour time limit is completed and tracked.
 - [] 1.8.2 If reclassification is performed, proceed to Step 1.11.

- [] 1.9 Ensure NRC is notified via Emergency Notification System (ENS) immediately after notification of responsible state and local governmental agencies and not later than 1 hour after time of declaration of Notification of Unusual Event.
 - [] 1.9.1 Record time NRC duty officer is contacted. Time: _____

- [] 1.10 If assembly and accountability is being performed for NOUE, perform following:
 - [] 1.10.1 Ensure Designated Assembly Area Supervisor for the Control Room is completing initial accountability of Operations personnel per Procedure 5.7.10.
 - [] 1.10.2 Ensure initial accountability completed within 30 minutes per Procedure 5.7.10.
 - [] 1.10.2.1 Record time initial accountability completed.

Time: _____

- [] 1.11 If escalating to another emergency classification, perform following:
 - [] 1.11.1 Announce following to Control Room Staff:
 - [] 1.11.1.1 Time of classification. Time: _____
 - [] 1.11.1.2 Level of emergency classification. Class: _____
 - [] 1.11.1.3 EAL on which classification is based. EAL #: _____
 - [] 1.11.1.4 Description of condition causing classification.
 - [] 1.11.2 Exit this Attachment and enter Attachment for applicable Classification level.

- [] **NOTE** - Normally Shift Supervisor remains Emergency Director when at a Notification of Unusual Event. However, another qualified Emergency Director may relieve Shift Supervisor as Emergency Director.

- [] 1.12 Turnover Emergency Director duties when relieved by another qualified Emergency Director.
 - [] 1.12.1 Use Attachment 7 to turnover to oncoming Emergency Director.
 - [] 1.12.2 Announce to Control Room who Emergency Director is.
 - [] 1.12.3 Exit this Attachment and enter Attachment 5.

- [] 1.13 Terminate emergency, if appropriate per Procedure 5.7.6.
 - [] 1.13.1 If emergency is terminated, provide notification of termination to responsible state and local governmental agencies per Procedure 5.7.6.

1. ACTIONS FOR AN ALERT

- ☐ **CAUTION** - Do not re-activate Automated Notification System if Emergency Response Facilities are already being activated.

- ☐ 1.1 If not previously performed, initiate ERO activation by:

- ☐ 1.1.1 Determine if ERO personnel will report to on-site Facilities or to AEOF.

- ☐ 1.1.2 On telephone with ANS Activation Module, activate ANS by:

- ☐ 1.1.2.1 Picking up telephone.

- ☐ **NOTE** - Hanging up phone while ANS is activating may cause ANS to lockup.

- ☐ 1.1.2.2 When dial tone received, depress ACTIVATE DIALOGICS pushbutton.

- ☐ 1.1.2.3 When voice asks for Scenario Password, depress one of following:

- ☐ a. "222 SCENARIO" pushbutton to activate on-site ERFs.

- ☐ b. "333 SCENARIO" pushbutton to activate AEOF.

- ☐ 1.1.2.4 When ANS tells you goodbye, hang up.

- ☐ 1.1.3 If ANS or telephone with ANS Activation Module is unavailable, have an individual **concurrently** activate backup notification methods per Attachment 6.

- ☐ **NOTE** - Accountability will be performed if not previously performed and performing accountability will not additionally **THREATEN PERSONNEL SAFETY.©**

- ☐ 1.2 Determine if personnel assembly and accountability will be performed.

- ☐ 1.2.1 If accountability will be performed, go to Step 1.3.

- ☐ 1.2.2 If accountability will not be performed, go to Step 1.4.

[] 1.3 Notify personnel and initiate personnel assembly and accountability by:

[] 1.3.1 If desired, fill in blanks below for Step 1.3.3.

[] 1.3.1.1 In (1), give a brief description of emergency event and if applicable, location.

[] 1.3.1.2 In (2), provide following as needed:©

- Locations that should be avoided due to emergency conditions.
- Include specific evacuation routes to ensure personnel are directed around areas involving significant personnel safety hazards.
- Any precautions needed for security events/severe weather conditions.

[] 1.3.2 Activate Emergency Alarm for 10 seconds.

[] 1.3.3 Announce following over station Gaitronics:

Attention All Station Personnel, at _____, Emergency Director
[time]
declared an ALERT.

There is ⁽¹⁾ _____

All personnel report to your Designated Assembly Areas for initial accountability.

All personnel stay clear of ⁽²⁾ _____

Activate Emergency Alarm for 10 seconds and repeat announcement.

[] 1.4 Notify station personnel WITHOUT personnel assembly and accountability by:

[] 1.4.1 If desired, fill in blanks below for Step 1.4.3.

[] 1.4.1.1 In (1), give a brief description of emergency event and if applicable, location.

[] 1.4.1.2 In (2), provide following as needed:©

- Locations that should be avoided due to emergency conditions.
- Include specific evacuation routes to ensure personnel are directed around areas involving significant personnel safety hazards.
- Any precautions needed for security events/severe weather conditions.

[] 1.4.2 Activate Emergency Alarm for 10 seconds.

[] 1.4.3 Announce following over station Gaitronics:

Attention All Station Personnel, at _____ Emergency Director
[time]
declared an ALERT.

There is ⁽¹⁾ _____

All personnel stay clear of ⁽²⁾ _____

Activate Emergency Alarm for 10 seconds and repeat announcement.

- [] 1.5 Record time announcement completed. Time: _____

- [] 1.6 Direct on watch individual to complete CNS Notification form per Procedure 5.7.6.
 - [] 1.6.1 For an ALERT, recommended PAR is "None".
 - [] 1.6.2 Review and sign completed Notification form to authorize transmittal to state and local authorities.

- [] 1.7 Ensure initial notification with PAR to responsible state and local governmental agencies is completed within 15 minutes of declaration of emergency class per Procedure 5.7.6.
 - [] 1.7.1 Record time state and local authorities contacted. Time: _____

- [] 1.8 If not previously performed, ensure ERO pager activation has occurred by one of the following methods:
 - [] 1.8.1 Activation of Control Room or Shift Manager's pager, or
 - [] 1.8.2 ANS activation by calling Ext. 5560 and verifying ANS indicates an active scenario.

- [] 1.9 If ANS fails to activate pagers, have an individual **concurrently** activate backup notification methods per Attachment 6.

- [] 1.10 During performance of subsequent steps in this Attachment, monitor plant conditions and re-evaluate emergency classification as conditions change per Procedure 5.7.1. Escalate to a higher emergency classification if conditions warrant.
 - [] 1.10.1 If reclassification is performed, ensure NRC and ERDS 1 hour time limits are completed and tracked.
 - [] 1.10.2 If reclassification is performed, proceed to Step 1.19.

- [] 1.11 If a release is in progress, have a dose calculation performed per Procedure 5.7.17 to determine if a higher classification is warranted.

- [] 1.12 Ensure Emergency Response Data Systems (ERDS) is activated using PMIS START/STOP Menu. This shall be done as soon as possible but not later than 1 hour after time of declaration of an ALERT or higher classification.
 - [] 1.12.1 Record time ERDS activated. Time: _____
- [] 1.13 Ensure NRC is notified via Emergency Notification System (ENS) immediately after notification of responsible state and local governmental agencies, and not later than 1 hour after declaration of emergency.
 - [] 1.13.1 Record Time NRC duty officer is contacted. Time: _____
- [] 1.14 Ensure initial accountability of Operations personnel is completed.
- [] 1.15 If any of following conditions exist, **concurrently** enter Procedure 5.7.14 for Stable Iodine Thyroid Blocking:
 - [] 1.15.1 Fuel cladding has been determined to be lost, or
 - [] 1.15.2 Calculated dose of ≥ 25 rem (CDE) to thyroid is likely to be received, or
 - [] 1.15.3 Life saving operation is to be undertaken in areas where high levels of radio-iodine are suspected and no current air analysis is available.
- [] 1.16 Ensure initial accountability completed by:
 - [] 1.16.1 Within 30 minutes, ensure Security Coordinator reports when initial accountability is complete.
 - [] 1.16.2 If accountability was not initiated due to personnel safety concerns, monitor plant/site conditions and when personnel safety concern has passed, initiate personnel assembly and accountability.
 - [] 1.16.3 Record time initial accountability completed. Time: _____
- [] 1.17 Consider dismissal of all non-ERO personnel from station at ALERT classification per Procedure 5.7.11.
- [] 1.18 During an ALERT or higher class emergency, perform follow-up notifications to state and local agencies at least every 60 minutes or sooner if there is a significant change in status of emergency per Procedure 5.7.6.

ATTACHMENT 2 ACTIONS FOR AN ALERT

- [] 1.19 If reclassifying to another emergency classification, perform following:

- [] 1.19.1 Announce following to Control Room Staff.

- [] 1.19.1.1 Time of classification. Time: _____

- [] 1.19.1.2 Level of emergency classification. Class: _____

- [] 1.19.1.3 EAL on which classification is based. EAL: _____

- [] 1.19.1.4 Description of condition causing classification.

- [] 1.19.2 Exit this Attachment and enter Attachment for applicable Classification level.

- [] 1.20 Turnover Emergency Director duties when relieved by another qualified Emergency Director.

- [] 1.20.1 Use Attachment 7 to turnover to oncoming Emergency Director.

- [] 1.20.2 Announce to Control Room Staff who Emergency Director is.

- [] 1.20.3 Exit this Attachment and enter Attachment 5.

1. ACTIONS FOR SITE AREA EMERGENCY

<input type="checkbox"/> CAUTION - Do <u>not</u> re-activate Automated Notification System if Emergency Response Facilities are already being activated.

☐ 1.1 If not previously performed, initiate ERO Activation by:

☐ 1.1.1 Determine if ERO personnel will report to on-site Facilities or to AEOF.

☐ 1.1.2 On telephone with ANS Activation Module, activate ANS by:

☐ 1.1.2.1 Picking up telephone.

☐ **NOTE** - Hanging up phone while ANS is activating may cause ANS to lockup.

☐ 1.1.2.2 When Dial Tone received, depress ACTIVATE DIALOGICS pushbutton.

☐ 1.1.2.3 When voice asks for Scenario Password, depress one of following:

☐ a. "222 SCENARIO" pushbutton to activate on-site ERFs.

☐ b. "333 SCENARIO" pushbutton to Activate AEOF.

☐ 1.1.2.4 When ANS tells you goodbye, hang up.

☐ 1.1.3 If ANS or telephone with ANS Activation Module is unavailable, have an individual **concurrently** activate backup notification methods per Attachment 6.

☐ **NOTE** - Accountability will be performed if not previously performed and performing accountability will not additionally **THREATEN PERSONNEL SAFETY**©.

☐ 1.2 Determine if personnel assembly and accountability will be performed.

☐ 1.2.1 If accountability will be performed, go to Step 1.3.

☐ 1.2.2 If accountability will not be performed, go to Step 1.4.

[] 1.3 Notify personnel and initiate personnel assembly and accountability by:

[] 1.3.1 If desired, fill in blanks below for Step 1.3.3.

[] 1.3.1.1 In (1), give a brief description of emergency event and if applicable, location.

[] 1.3.1.2 In (2), provide following as needed:©

- Locations that should be avoided due to emergency conditions.
- Include specific evacuation routes to ensure personnel are directed around areas involving significant personnel safety hazards.
- Any precautions needed for security events/severe weather conditions.

[] 1.3.2 Activating Emergency Alarm for 10 seconds.

[] 1.3.3 Announce following over station Gaitronics:

Attention All Station Personnel, At _____ Emergency Director
[time]
declared a SITE AREA EMERGENCY.

There is ⁽¹⁾ _____

All personnel report to your Designated Assembly Areas for initial accountability.

All personnel stay clear of ⁽²⁾ _____

Activate Emergency Alarm for 10 seconds and repeat announcement.

[] 1.4 Notify station personnel WITHOUT personnel assembly and accountability by:

[] 1.4.1 If desired, fill in blanks below for Step 1.4.3.

[] 1.4.1.1 In (1), give a brief description of emergency event and if applicable, location.

[] 1.4.1.2 In (2), provide following as needed:©

- Locations that should be avoided due to emergency conditions.
- Include specific evacuation routes to ensure personnel are directed around areas involving significant personnel safety hazards.
- Any precautions needed for security events/severe weather conditions.

[] 1.4.2 Activate Emergency Alarm for 10 seconds.

[] 1.4.3 Announce following over station Gaitronics:

Attention All Station Personnel, at _____ Emergency Director
[time]
declared a SITE AREA EMERGENCY.

There is ⁽¹⁾ _____

All personnel stay clear of ⁽²⁾ _____

Activate Emergency Alarm for 10 seconds and repeat announcement.

[] 1.5 Record time announcement completed. Time: _____

- [] 1.6 Make a Protective Action Recommendation (PAR) as part of initial notifications to responsible state and local governmental agencies.
 - [] 1.6.1 If no release in progress, PAR is "None".
 - [] 1.6.2 If release in progress, perform following as needed:
 - [] 1.6.2.1 If dose calculation cannot be completed in time to meet 15 minute notification time limits, perform initial notifications with PAR of "None" and update when dose information needed for a PAR is available.
 - [] 1.6.2.2 Have dose calculation performed per Procedure 5.7.17.
 - [] 1.6.2.3 Use projected doses and Procedure 5.7.20 to make PARs.
- [] 1.7 Direct on watch individual to complete CNS Notification form per Procedure 5.7.6.
 - [] 1.7.1 Review and sign completed Notification form to authorize transmittal to state and local authorities.
- [] 1.8 Ensure initial notification to responsible state and local governmental agencies is completed within 15 minutes of each declaration of an emergency class per Procedure 5.7.6.
 - [] 1.8.1 Record time state and local authorities contacted. Time: _____
- [] 1.9 If not previously performed, ensure ERO pager activation has occurred by one of the following methods:
 - [] 1.9.1 Activation of Control Room or Shift Manager's pager, or
 - [] 1.9.2 ANS activation by calling Ext. 5560 and verifying ANS indicates an active scenario.
- [] 1.10 If ANS fails to activate pagers, have an individual **concurrently** activate backup notification methods per Attachment 6.

- [] 1.11 During performance of subsequent steps in this Attachment, monitor plant conditions and re-evaluate emergency classification as conditions change per Procedure 5.7.1. Escalate to higher classification if conditions warrant.
 - [] 1.11.1 If reclassification is performed, ensure NRC and ERDS 1 hour time limits are completed and tracked.
 - [] 1.11.2 If reclassification is performed, proceed to Step 1.21.

- [] 1.12 If not previously performed, ensure Emergency Response Data Systems (ERDS) is activated using PMIS START/STOP Menu. This shall be done as soon as possible but not later than 1 hour after declaration of an ALERT or higher classification.
 - [] 1.12.1 Record time ERDS activated. Time: _____

- [] 1.13 If release in progress or suspected, have additional dose calculations performed per Procedure 5.7.17 to determine projected off-site doses for use in determining classification and PAR.

- [] 1.14 Monitor plant conditions and meteorological conditions for changes in PAR.
 - [] 1.14.1 If a change in PAR occurs, complete notifications to responsible state and local governmental agencies within 15 minutes of declaration of the change per Procedure 5.7.6.
 - [] 1.14.2 If a change in PAR occurs, complete notification to NRC immediately after notification of responsible state and local governmental agencies, and not later than 1 hour after declaration of the change per Procedure 5.7.6.

- [] 1.15 Ensure NRC is notified via Emergency Notification System (ENS) immediately after notification of responsible state and local governmental agencies, and not later than 1 hour after declaration of each emergency classification.
 - [] 1.15.1 Record Time NRC duty officer is contacted. Time: _____

- [] 1.16 If not previously performed, ensure initial accountability of Operations personnel is completed.

- [] 1.17 If any of following conditions exist, **concurrently** enter Procedure 5.7.14 for Stable Iodine Thyroid Blocking:
 - [] 1.17.1 Fuel cladding has been determined to be lost, or
 - [] 1.17.2 A calculated dose of ≥ 25 rem (CDE) to thyroid is likely to be received, or
 - [] 1.17.3 Life saving operation is to be undertaken in areas where high levels of radio-iodine are suspected and no current air analysis is available.
- [] 1.18 If not previously performed, ensure initial accountability completed by:
 - [] 1.18.1 Within 30 minutes, ensure Security Coordinator reports when initial accountability is complete.
 - [] 1.18.2 If accountability was not initiated due to personnel safety concerns, monitor plant/site conditions and when personnel safety concern has passed, initiate personnel assembly and accountability.
 - [] 1.18.3 Record time initial accountability completed. Time: _____
- [] 1.19 Evacuate all non-ERO personnel per Procedure 5.7.11.
- [] 1.20 Perform follow-up notifications to state and local agencies at least every 60 minutes or sooner if there is a significant change in status of emergency per Procedure 5.7.6.
- [] 1.21 If escalating to another emergency classification, perform following:
 - [] 1.21.1 Announce following to Control Room Staff:
 - [] 1.21.1.1 Time of classification. Time: _____
 - [] 1.21.1.2 Level of emergency classification. Class: _____
 - [] 1.21.1.3 EAL on which classification is based. EAL #: _____
 - [] 1.21.1.4 Description of condition causing classification.
 - [] 1.21.2 Exit this Attachment and enter Attachment for applicable Classification level.

- [] 1.22 Turnover Emergency Director duties when relieved by another qualified Emergency Director.
 - [] 1.22.1 Use Attachment 7 to turnover to oncoming Emergency Director.
 - [] 1.22.2 Announce to Control Room Staff who Emergency Director is.
 - [] 1.22.3 Exit this Attachment and enter Attachment 5.

1. ACTIONS FOR GENERAL EMERGENCY

<input type="checkbox"/> CAUTION - Do <u>not</u> re-activate Automated Notification System if Emergency Response Facilities are already being activated.

☐ 1.1 If not previously performed, initiate ERO activation by:

☐ 1.1.1 Determine if ERO personnel will report to on-site Facilities or to AEOF.

☐ 1.1.2 On telephone with ANS Activation Module, activate ANS by:

☐ 1.1.2.1 Picking up telephone.

☐ **NOTE** - Hanging up phone while ANS is activating may cause ANS to lockup.

☐ 1.1.2.2 When dial tone received, depress ACTIVATE DIALOGICS pushbutton.

☐ 1.1.2.3 When voice asks for Scenario Password, depress one of following:

☐ a. "222 SCENARIO" pushbutton to activate on-site ERFs.

☐ b. "333 SCENARIO" pushbutton to activate AEOF.

☐ 1.1.2.4 When ANS tells you goodbye, hang up.

☐ 1.1.3 If ANS telephone with ANS Activation Module is unavailable, have an individual **concurrently** activate backup notification methods per Attachment 6.

☐ **NOTE** - Accountability will be performed if not previously performed and performing accountability will not additionally **THREATEN PERSONNEL SAFETY.©**

☐ 1.2 Determine if personnel assembly and accountability will be performed.

☐ 1.2.1 If accountability will be performed, go to Step 1.3.

☐ 1.2.2 If accountability will not be performed, go to Step 1.4.

[] 1.3 Notify personnel and initiate personnel assembly and accountability by:

[] 1.3.1 If desired, fill in blanks below for Step 1.3.3.

[] 1.3.1.1 In (1), give a brief description of emergency event and if applicable, location.

[] 1.3.1.2 In (2), provide following as needed:©

- Locations that should be avoided due to emergency conditions.
- Include specific evacuation routes to ensure personnel are directed around areas involving significant personnel safety hazards.
- Any precautions needed for security events/severe weather conditions.

[] 1.3.2 Activate Emergency Alarm for 10 seconds.

[] 1.3.3 Announce following over station Gaitronics:

Attention All Station Personnel, at _____ Emergency Director
[time]
declared a GENERAL EMERGENCY.

There is ⁽¹⁾ _____

All personnel report to your Designated Assembly Areas for initial accountability.

All personnel stay clear of ⁽²⁾ _____

Activate Emergency Alarm for 10 seconds and repeat announcement.

- [] 1.4 Notify station personnel WITHOUT personnel assembly and accountability by:

- [] 1.4.1 If desired, fill in blanks below for Step 1.4.3.

- [] 1.4.1.1 In (1), give a brief description of emergency event and if applicable, location.

- [] 1.4.1.2 In (2), provide following as needed:©

- Locations that should be avoided due to emergency conditions.
- Include specific evacuation routes to ensure personnel are directed around areas involving significant personnel safety hazards.
- Any precautions needed for security events/severe weather conditions.

- [] 1.4.2 Activate Emergency Alarm for 10 seconds.

- [] 1.4.3 Announce following over station Gaitronics:

Attention All Station Personnel, at _____ Emergency Director
[time]
declared a GENERAL EMERGENCY.

There is ⁽¹⁾ _____

All personnel stay clear of ⁽²⁾ _____

Activate Emergency Alarm for 10 seconds and repeat announcement.

- [] 1.5 Record time announcement completed. Time: _____

- ☐ 1.6 Make a Protective Action Recommendation (PAR) as part of initial notifications to responsible state and local governmental agencies.
 - ☐ 1.6.1 If no release in progress, automatic minimum PARs for a GENERAL EMERGENCY are:
 - Evacuation of 2 mile radius,
 - Evacuation of 5 miles downwind of site and,
 - Go indoors and monitor EAS/EBS for remainder of 10 mile Emergency Planning Zone (EPZ).
 - ☐ 1.6.2 If release in progress, perform following as needed:
 - ☐ 1.6.2.1 If dose calculation cannot be completed in time to meet 15 minute notification time limits, perform initial notifications with Automatic minimum PARs and update if dose information indicates need to expand PAR.
 - ☐ 1.6.2.2 Have dose calculation performed per Procedure 5.7.17.
 - ☐ 1.6.2.3 Use projected doses and Procedure 5.7.20 to make PARs.
 - ☐ 1.6.2.4 If dose based PAR is greater than current PAR, perform notifications to responsible state and local governmental agencies to update them of expanded PAR.
- ☐ 1.7 Direct on watch individual to complete CNS Notification form per Procedure 5.7.6.
 - ☐ 1.7.1 Review and sign completed Notification form to authorize transmittal to state and local authorities.
- ☐ 1.8 Ensure initial notification to responsible state and local governmental agencies is completed within 15 minutes of each declaration of an emergency class per Procedure 5.7.6.
 - ☐ 1.8.1 Record time state and local authorities contacted. Time: _____
- ☐ 1.9 If not previously performed, ensure ERO pager activation has occurred by one of the following methods:
 - ☐ 1.9.1 Activation of Control Room or Shift Manager's pager, or

- ☐ 1.9.2 ANS activation by calling Ext. 5560 and verifying ANS indicates an active scenario.
- ☐ 1.10 If ANS fails to activate pagers, have an individual **concurrently** activate backup notification methods per Attachment 6.
- ☐ 1.11 If not previously performed, ensure Emergency Response Data Systems (ERDS) is activated using PMIS START/STOP Menu. This shall be done as soon as possible but not later than 1 hour after time of declaration of an ALERT or higher classification.
- ☐ 1.11.1 Record time ERDS activated.

Time: _____
- ☐ 1.12 If release in progress, have additional dose calculations performed per Procedure 5.7.17 to determine projected off-site doses for use in determining PAR.
- ☐ 1.13 Monitor plant conditions and meteorological conditions for changes in PAR.
- ☐ 1.13.1 If a change in PAR occurs, complete notifications to responsible state and local governmental agencies within 15 minutes of declaration of the change per Procedure 5.7.6.
- ☐ 1.13.2 If a change in PAR occurs, complete notification to NRC immediately after notification of responsible state and local governmental agencies, and not later than 1 hour after declaration of the change per Procedure 5.7.6.
- ☐ 1.14 Ensure NRC is notified via Emergency Notification System (ENS) immediately after notification of responsible state and local governmental agencies, and not later than 1 hour after declaration of each emergency classification.
- ☐ 1.14.1 Record Time NRC duty officer is contacted.

Time: _____
- ☐ 1.15 If not previously performed, ensure initial accountability of Operations personnel is completed.
- ☐ 1.16 If any of following conditions exist, **concurrently** enter Procedure 5.7.14 for Stable Iodine Thyroid Blocking:
- ☐ 1.16.1 Fuel cladding has been determined to be lost, or
- ☐ 1.16.2 Calculated dose of ≥ 25 rem (CDE) to thyroid is likely to be received, or

- ☐ 1.16.3 Life saving operation is to be undertaken in areas where high levels of radio iodine are suspected and no current air analysis is available.
- ☐ 1.17 If not previously performed, ensure initial accountability completed by:
 - ☐ 1.17.1 Within 30 minutes, ensure Security Coordinator reports when initial accountability is complete.
 - ☐ 1.17.2 If accountability was not initiated due to personnel safety concerns, monitor plant/site conditions and when personnel safety concern has passed, initiate personnel assembly and accountability.
 - ☐ 1.17.3 Record time initial accountability completed. Time: _____
- ☐ 1.18 Ensure evacuation of all non-ERO personnel has been initiated per Procedure 5.7.11.
- ☐ 1.19 Perform follow-up notifications to state and local agencies at least every 60 minutes or sooner if there is a significant change in status of emergency per Procedure 5.7.6.
- ☐ 1.20 Turn-over ED duties when relieved by another qualified Emergency Director.
 - ☐ 1.20.1 Use Attachment 7 to turnover to oncoming Emergency Director.
 - ☐ 1.20.2 Announce to Control Room who Emergency Director is.
 - ☐ 1.20.3 Exit this Attachment and enter Attachment 5.

ATTACHMENT 5 SHIFT SUPERVISOR ACTIONS WHEN ANOTHER INDIVIDUAL IS EMERGENCY DIRECTOR
--

1. SHIFT SUPERVISOR ACTIONS WHEN ANOTHER INDIVIDUAL IS EMERGENCY DIRECTOR

[] **NOTE** - Perform following steps **concurrently**, as needed.

- [] 1.1 Notify Emergency Director when changes in plant conditions are discovered that warrant reclassifying to a higher classification.
- [] 1.2 If requested, have emergency announcements made per Attachment 8 when changes in emergency classifications are made.
- [] 1.3 Notify Emergency Director of any significant changes in plant conditions.
- [] 1.4 Notify Emergency Director of any emergent equipment repairs needed.
- [] 1.5 Notify Emergency Director when changes in plant conditions warrant changes in TSC and OSC priorities.
- [] 1.6 Notify Operations Coordinator in TSC of additional support needed from TSC or OSC that is not being obtained through the ED.
- [] 1.7 Coordinate dispatch of Station Operators from Control Room with Chem/RP Coordinator.
- [] 1.8 If SAMG entry is required, implement Procedure 5.9SAMG.
 - [] 1.8.1 Record time Decision Making Authority is transferred to Operations Coordinator.

Time: _____

- [] 1.1 If CNS ANS is unavailable, activate backup pagers by performing following:
- [] 1.1.1 If desired, script an addition to voice mail message per Step 1.4.
- [] 1.1.2 On telephone with ANS Activation Module, pick up telephone.
- [] 1.1.3 Press ACTIVATE BACKUP pushbutton.
- [] 1.1.4 When prompted for password, press PASSWORD pushbutton.
- [] 1.1.5 When prompted for scenario and after tone, press "___ SCENARIO" pushbutton.

Scenario Description	Scenario Number
Notification of Unusual Event Declared	100
ERF Activation - Respond to Plant	222
ERF Activation - Respond to AEOF	333

- [] 1.1.6 After hearing message, "Thank you for using ATS", HANG UP.
- [] 1.2 If telephone with ANS Activation Module is not available and CNS ANS is available, perform following:

- [] 1.2.1 Complete CNS ANS code below by performing following:
- [] 1.2.1.1 Obtain Emergency Directors Password and write it in blocks.
- [] 1.2.1.2 Determine and enter appropriate scenario code.

Scenario Description	Scenario Number
Notification of Unusual Event Declared	100
ERF Activation - Respond to Plant	222
ERF Activation - Respond to AEOF	333

- [] **NOTE** - Hanging up phone while ANS is activating may cause ANS to lock up.
- [] 1.2.2 Activate CNS ANS by dialing and providing following information when requested:

Extension 8579

ED PASSWORD _ _ _ #

Scenario Number #

Confirm Event Code 2

If you do not wish to record a "Current Scenario Message", press 3#.

If desired to record a "Current Scenario Message":

When ask about "Current Scenario Message", press 2.

After the tone speak your message.

When finished recording, press #.

Listen to message and follow voice mail instructions to modify or accept as desired.

To activate chosen scenario and message, press 3#.

- ☐ 1.2.3 Record Time of Completion: _____
- ☐ 1.3 If telephone with ANS Activation Module is not available, AND CNS ANS is not available, activate all ERO pagers by:
 - ☐ 1.3.1 If desired, script an addition to voice mail message per Step 1.4.
 - ☐ 1.3.2 Obtain password from Shift Supervisor cubicle sealed envelope.
 - ☐ 1.3.3 Determine and enter appropriate scenario code below:

Scenario Description	Scenario Number
Notification of Unusual Event Declared	100
ERF Activation - Respond to Plant	222
ERF Activation - Respond to AEOF	333

- ☐ 1.3.4 Dial below number and providing following information when requested:

Dial **4 0 2 6 3 3 0 4 6 9** on any telephone.

When prompted, ENTER password .

When prompted, ENTER "numeric message" **8 2 5 5**
5 2 2.

After hearing the message "Thank you for using ATS", HANG UP.

☐ 1.3.5 Record Time of Completion: _____.

☐ **NOTE** - Step 1.4 is not necessary if CNS Automated Notification System is operational.

☐ 1.4 If needed to provide Emergency responders more specific information prior to arrival at CNS, record a voice mail message by:

☐ 1.4.1 Dial **5200** (voice mail).

☐ 1.4.2 Enter mailbox number, **5522**, and #.

☐ 1.4.3 Enter password, **5522** and #.

☐ 1.4.4 Enter **8, 2** (mailbox greeting).

☐ 1.4.5 Enter **1** (external greeting).

☐ 1.4.6 Enter **2**; wait until end of greeting.

☐ 1.4.7 Enter **5** (record command).

☐ 1.4.8 Provide desired information as an addition to the external greeting.

☐ 1.4.9 Enter **#** when completed.

☐ 1.4.10 Enter **8, 3** (exits voice mail).

[] 1.1 Emergency Classification Status, circle applicable Classification:

Unusual Event Alert Site Area Emergency General Emergency

[] 1.2 EAL Classification is based upon EAL #: _____.

[] 1.3 Initiating Events:

[] 1.4 Previous EAL #s Entered:

[] 1.5 Status of emergency procedure implementation and mitigating actions.

[] 1.5.1 Off-Site Notification Form IS / IS NOT Completed

[] 1.5.2 Off-Site Notifications - Last Notification #: _____

Local & States NOT NOTIFIED IN PROGRESS NOTIFIED

Time Completed: _____

NRC Duty Officer NOT NOTIFIED IN PROGRESS NOTIFIED

Time Completed: _____

[] 1.5.3 Protective Action Recommendations made.

NONE YES (Complete Table Below)

	None	Evacuate Sectors	Go indoors and monitor EAS/EBS in Sectors
0-2 Miles			
2-5 Miles			
5-10 Miles			

- ☐ 1.5.4 Status of Personnel Assembly and Accountability per Procedure 5.7.10.

- ☐ 1.5.5 Status of Stable Iodine Thyroid Blocking per Procedure 5.7.14.

Not Implemented Implemented and Status is: _____

- ☐ 1.5.6 Status of dismissal and or evacuation of non-ERO personnel per Procedure 5.7.11.

Not Started Started and Status is: _____

- ☐ 1.5.7 Radiological conditions release above ODAM limits in progress (circle):

YES NO

- ☐ 1.5.8 Status of Release Rate Determinations per Procedure 5.7.16.

Not Started Started and Status is: _____

[] 1.5.9 Status of Dose Calculations per Procedure 5.7.17.

Not Started Started and Status is: _____

[] 1.6 Reactor Status (circle): OPERATING SHUTDOWN

[] 1.7 Fission Product Barrier and Safety System Status (circle):

Fuel Cladding: Intact Potential Loss Lost

Primary Coolant: Intact Potential Loss Lost

Primary Containment: Intact Potential Loss Lost

Secondary Containment: Intact Potential Loss Lost

[] 1.8 Evolutions in Progress: _____

[] 1.9 Off-Site Assistance Requests: _____

[] 1.10 Site Priorities: _____

- [] 1.1 Notify station personnel of Emergency Classification changes by:
 - [] 1.1.1 If desired, fill in blanks below for Step 1.1.3.
 - [] 1.1.1.1 In (1), give a brief description of emergency event and if applicable, location.
 - [] 1.1.1.2 In (2), provide following as needed:©
 - Locations that should be avoided due to emergency conditions.
 - Include specific evacuation routes to ensure personnel are directed around areas involving significant personnel safety hazards.
 - Any precautions needed for security events/severe weather conditions.
 - [] 1.1.2 Activate Emergency Alarm for 10 seconds.
 - [] 1.1.3 Announce following over station Gaitronics:

Attention All Station Personnel, at _____ Emergency Director
[time]
declared a (an) _____.
[emergency classification]

There is ⁽¹⁾ _____

All personnel stay clear of ⁽²⁾ _____

Activate Emergency Alarm for 10 seconds and repeat announcement.

1. DISCUSSION

- 1.1 The responsibility and authority to classify events and make emergency declarations rests with the Emergency Director. The Shift Supervisor shall initially assume the role of the Emergency Director and remain so until relieved by another qualified Emergency Director. Certain actions may still need to be performed by the Shift Supervisor, as requested by the Emergency Director, after command and control of the emergency response has been transferred to the EOF.
- 1.2 Four standardized emergency classifications have been established; they are:
 - 1.2.1 NOTIFICATION OF UNUSUAL EVENT (NOUE).
 - 1.2.2 ALERT.
 - 1.2.3 SITE AREA EMERGENCY (SAE).
 - 1.2.4 GENERAL EMERGENCY (GE).
- 1.3 The rationale for the NOUE and ALERT classes is to provide early and prompt recognition and notification of minor events which could lead to more serious consequences or which might be indicative of more serious conditions which are not yet fully realized.
- 1.4 The SAE and GE classes reflect conditions where significant radiological releases are likely or are occurring or there is actual or imminent substantial core degradation or melting with potential for loss of containment. These classifications warrant full mobilization of Emergency Response Organizations and the alerting of the public.
- 1.5 Upon the declaration of any emergency classification, prompt notification is made to the responsible state and local governmental agencies to ensure sufficient emergency response personnel are mobilized and respond to the event in accordance with their respective radiological emergency response plans.
- 1.6 All on-site Emergency Response Facilities are activated following the declaration of an ALERT or higher classification. Activation of Facilities and/or assembly and accountability activities may be delayed if determined by the Emergency Director that personnel safety would be threatened. Facility activation and/or assembly and accountability shall be accomplished as soon as practical after safety concerns pass.

- 1.7 Representatives from federal and state agencies may dispatch personnel to the EOF. The decision to make prompt notification of the general public will be made at a SAE or GE by the appropriate governmental agencies.
- 1.8 Assessment of meteorological data, radiological dose projections, and other parameters will be made to determine the type of Protective Action Recommendations (PARs) necessary for the protection of the general public. Off-site authorities will implement appropriate protective actions for affected populations based on those PARs, as well as other data they have assembled. The general public will be kept informed of events by media facilities with periodic releases of updated information.
- 1.9 Contracted service companies, sponsor utilities, and other industry resources may be alerted and requested to render assistance, as appropriate. In addition, federal resources may be called upon for assistance.
- 1.10 The Emergency Director shall escalate, terminate, or reduce the emergency classification as conditions warrant.

2. REFERENCES

2.1 CODES AND STANDARDS

- 2.1.1 NPPD Emergency Plan for CNS.
- 2.1.2 NUREG 0654, Revision 1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants.
- 2.1.3 NUREG BR-0150, Volume 1, Revision 1.


2.2 PROCEDURES

- 2.2.1 Emergency Plan Implementing Procedure 5.7.1, Emergency Classification.
- 2.2.2 Emergency Plan Implementing Procedure 5.7.6, Notification.
- 2.2.3 Emergency Plan Implementing Procedure 5.7.10, Personnel Assembly and Accountability.
- 2.2.4 Emergency Plan Implementing Procedure 5.7.11, Evacuation of Non-Designated Site Personnel.

- 2.2.5 Emergency Plan Implementing Procedure 5.7.14, Stable Iodine Thyroid Blocking (KI).
- 2.2.6 Emergency Plan Implementing Procedure 5.7.16, Release Rate Determination.
- 2.2.7 Emergency Plan Implementing Procedure 5.7.17, Dose Assessment.
- 2.2.8 Emergency Plan Implementing Procedure 5.7.20, Protective Action Recommendations.
- 2.2.9 Severe Accident Procedure 5.9SAMG, Severe Accident Management Guidance.

2.3 MISCELLANEOUS

- 2.3.1 CNS Emergency Telephone Directory.
- 2.3.2 NRC Information Notice 83-28.
- 2.3.3 NRC Inspection Report 94-11.
- 2.3.4 © NRC Inspection Report 98-12. Affects NOTES prior to Steps 1.2 and 1.4 on Attachment 1, Steps 1.3.1.2 and 1.4.1.2 on Attachment 1, NOTE prior to Step 1.2 on Attachment 2, Steps 1.3.1.2, and 1.4.1.2 on Attachment 2, NOTE prior to Step 1.2 on Attachment 3, Steps 1.3.1.2 and 1.4.1.2 on Attachment 3, NOTE prior to Step 1.2 on Attachment 4, Steps 1.3.1.2 and 1.4.1.2 on Attachment 4, and Step 1.1.1.2 on Attachment 8.
- 2.3.5 RCR 2001-0354, Action 13.

<p style="text-align: center;"><u>CNS OPERATIONS MANUAL</u> EPIP PROCEDURE 5.7.6</p> <p style="text-align: center;">NOTIFICATION</p>	<p>USE: REFERENCE </p> <p>EFFECTIVE: 6/28/02</p> <p>APPROVAL: SORC</p> <p>OWNER: R. J. FISCHER</p> <p>DEPARTMENT: EP</p>
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1. PURPOSE

Provide instructions for initial, follow-up, and termination notifications to responsible State and Local governmental agencies, NRC notifications, initial generation of press releases to the Media, and notifications to other off-site support agencies.

2. PRECAUTIONS AND LIMITATIONS

- [] 2.1 Initial notifications to State/Local agencies shall be performed within 15 minutes of each declaration of an Emergency and/or change in Protective Action Recommendations (PARs).©
- [] 2.2 NRC notification shall be performed immediately following notification of responsible State and Local governmental agencies, and not later than 1 hour after the time of declaration of one of the emergency classes.
- [] 2.3 At an ALERT or higher classification, follow-up notifications to responsible State and Local governmental agencies shall be performed approximately every 60 minutes, or sooner if there is a significant change in the status of the emergency.©

- ☐ 2.4 Section 8, "Release Information" of the Notification Report, is completed only when both of the following conditions exist:
 - ☐ 2.4.1 Follow-up notification.
 - ☐ 2.4.2 A release of Airborne Radioactive material greater than ODAM limits is occurring or occurred during the event.
- ☐ 2.5 Notification of termination to off-site agencies shall be performed within 1 hour after the termination of the emergency.
- ☐ 2.6 If the Control Room must be evacuated and off-site notification responsibilities have not been transferred to the EOF, the Shift Communicator shall perform off-site notifications over the State Notification Telephone from the TSC or EOF.
- ☐ 2.7 If making a notification for an Emergency that occurred but was not reported (e.g., the condition occurred yesterday but was not caught at that time), make the notification to State/Local agencies by performing an initial notification with the Event Declared and Terminated as the same time.
- ☐ 2.8 The Emergency Director shall be immediately notified of any difficulties or delays in completing this procedure.

3. ENTRY CONDITIONS

- ☐ 3.1 An Emergency has been declared per Procedure 5.7.1.

4. CONTROL ROOM ACTIONS

- ☐ 4.1 NOTIFICATIONS FROM CONTROL ROOM.
 - ☐ 4.1.1 Emergency Director (ED) direct Operator or Shift Technical Engineer to complete Notification Report per Attachment 1.
 - ☐ 4.1.2 ED review form for accuracy.
 - ☐ 4.1.3 ED add remarks to the remarks section as appropriate.
 - ☐ 4.1.4 ED sign form including date/time.
 - ☐ 4.1.5 If FAX available, ED authorize notification to be faxed to State/Local agencies, NRC Operations Center, TSC, and EOF by providing password to Operator or Shift Technical Engineer.
 - ☐ 4.1.6 ED direct Shift Communicator to make notifications per Attachment 4.

5. EOF ACTIONS

[] 5.1 NOTIFICATIONS FROM EOF

- [] 5.1.1 Emergency Director (ED) direct Rad Assessment Supervisor or OPS/EOP Advisor to complete Notification Report per Attachment 1.
- [] 5.1.2 ED review form for accuracy.
- [] 5.1.3 ED add remarks to the remarks section as appropriate.
- [] 5.1.4 ED sign form including date/time.
- [] 5.1.5 If FAX available, ED authorize notification to be faxed to State/Local agencies, NRC Operations Center, TSC, and EOF by providing password to Rad Assessment Supervisor or OPS/EOP Advisor.
- [] 5.1.6 ED direct Off-Site Communicator to make notifications per Attachment 5.

6. RECORDS

- [] 6.1 Attachments 3, 4, and 5 from actual events shall be forwarded to the EP Manager within 5 working days of their completion (Quality Record upon completion).

ATTACHMENT 1 COMPLETING NOTIFICATION FORM WITH CNS-DOSE AVAILABLE
--

[] CAUTION - If CNS-DOSE is not available, notify ED and complete Notification Form using Attachment 2.

1. COMPUTER DOSE PROJECTION/AUTOMATED NOTIFICATION REPORT

- [] 1.1 On a PMIS terminal, enter turn-on code "DOSE".
- [] 1.2 Complete Notification Report using on-line instructions.
- [] 1.3 Deliver printed Notification Report to the ED to complete the remarks section and approve the notification.
- [] 1.4 Verify ED signature, date, and time are on the Notification Report and fax using the on-line instructions.
- [] 1.5 Provide completed Notification Report to the Communicator.

1. COMPLETE NOTIFICATION FORM

☐ 1.1 Obtain copy of Attachment 3, Notification Report.

☐ **NOTE 1 - Initial Notifications:** Steps 1.2 through 1.19 and 1.28 are required.

☐ **NOTE 2 - Follow-Up Notifications:** Steps 1.2 through 1.28 are required.

☐ **NOTE 3 - Termination Notifications:** Steps 1.2 through 1.9 are required.

☐ 1.2 **Notification Report Number:** Enter 1 or the next sequential number if more than one has been generated during the event.

☐ 1.3 **Time of Transmittal:** Leave blank.

☐ 1.4 **Initial or Follow-Up Report:**

☐ 1.4.1 Check Initial Report for EAL classifications or change in PAR.

☐ 1.4.2 Check Follow-Up Report for all others including termination.

☐ 1.5 **Name of CNS Communicator:** Leave blank.

☐ 1.6 **Classification:** Check the Emergency Classification.

☐ 1.7 **EAL Number:** Enter the EAL number (e.g., 1.1.2).

☐ 1.8 **Event Declared (Date/Time):** Enter time and date of the Emergency Declaration in military format (e.g., 14:18).

☐ 1.9 **Event Terminated (Date/Time):** Enter time and date of the termination in military format (e.g., 14:18).

RELEASE POINT	PRIMARY	BACKUP	DEFAULT VALUES
ERP	CNS DOSE or 100 M MET	60 M MET	13 mph and D Stability Class
All Others Points	CNS DOSE or 10 M MET	60 M MET	8 mph and D Stability Class

☐ 1.10 **Wind Speed:** Enter wind speed in MPH.

- ☐ 1.11 **Wind From:** Enter the direction (e.g., if the wind is coming from the east, enter 90.
- ☐ **NOTE** - If it is currently raining, SPDS MET will have message "It is raining".
- ☐ 1.12 **Precipitation (Yes/No):** Check Yes if there is precipitation. Check No if it is not.
- ☐ 1.13 **Stability Classification (A-G):** Check Stability Class (A-G).
- ☐ 1.14 **Release Status (Is/Was/Will-Be):**
- ☐ 1.14.1 **Is:** Enter Is if release is currently in excess of ODAM limits or no release in progress/expected.
- ☐ 1.14.2 **Was:** Enter Was if release is now less than ODAM limits.
- ☐ 1.14.3 **Will-Be:** Enter Will-Be if release in excess of ODAM limits is expected.
- ☐ 1.15 **Release Type (None/Airborne/Liquid):**
- ☐ 1.15.1 **None:** Check None if releases are currently below ODAM limits.
- ☐ 1.15.2 **Airborne:** Check Airborne if release is, was, or will-be in excess of ODAM limits for airborne activity.
- ☐ 1.15.3 **Liquid:** Check Liquid if release is, was, or will-be in excess of ODAM limits for liquid activity.
- ☐ 1.16 **Protective Action Recommendations:** Enter PARs. Verify PAR includes previous PARs if they have changed.
- ☐ 1.17 **Prognosis (Stable/Unstable):**
- ☐ 1.17.1 Check Stable if the event is not likely to degrade.
- ☐ 1.17.2 Check Unstable if the event is degrading (e.g., RPV level is lowering or Containment Rad Monitors are trending upward).
- ☐ 1.18 **Plant Status (at Power/Shutdown):** Check appropriate box.

ATTACHMENT 2 COMPLETING NOTIFICATION FORM WITH CNS-DOSE NOT AVAILABLE

- ☐ 1.19 **Remarks:** Enter information that will be useful to the off-site agencies in understanding the event, plant conditions, or release information. If dose projections at 10 miles are ~~greater than or equal to~~ ² 1 REM TEDE or 5 REM CDE, verify that this in the remarks section.
- ☐ 1.20 **Section 8, "Release Information"** of the Notification Report is completed only when both of the following conditions exist:
- ☐ 1.20.1 Follow-up notification.
- ☐ 1.20.2 A release of airborne radioactive material greater than ODAM limits is occurring or occurred during the event.
- ☐ 1.21 **Release From:** Check the location that was or is exceeding ODAM limits.
- ☐ 1.22 **Release Height:** 100 M for ERP and 10 M for any building release. Other is checked if the release is not from a building.
- ☐ 1.23 **Release Duration:** If duration is unknown, use the default of 4 hours.
- ☐ 1.24 **Start Time:** Enter release start time (e.g., 14:18)
- ☐ 1.25 **Stop Time:** Enter release stop time if known; otherwise, enter "UNK".
- ☐ 1.26 **Release Rate (μ Ci/sec):** Enter release rate in μ Ci/sec.
- ☐ 1.27 **Projected Integrated Dose (Rem) and Projected Dose Rate (Rem/hr):**
Are obtained from CNS DOSE or by hand calculations per Procedure 5.7.17.
- ☐ 1.28 Deliver to ED to add remarks, signature, date, and time.

Notification Report Number: _____				Time of Transmittal: _____	
[] Initial Report (Complete Sections 1-7 only)				[] Follow-Up Report	
1) Name of CNS Communicator: _____			Call Back Number: 402-825- _____		
2) Classification: [] NOUE; [] Alert; [] Site Area; [] General			EAL Number: _____		
Event Declared (Date/Time): _____			Event Terminated (Date/Time): _____		
3) Meteorological Conditions	Wind Speed: _____ MPH	Wind From: _____ Degrees	Precipitation: [] Yes [] No		
Stability Class: [] A; [] B; [] C; [] D; [] E; [] F; [] G					
4) ODAM Airborne Release Values: There [] is [] no Release of Radioactive Material Greater than ODAM Limits. ERP = 7.28E5 µCi/sec TG Bldg = 3.6E4 µCi/sec [] was [] an airborne RX Bldg = 3.3E4 µCi/sec [] will be [] a liquid ARW Bldg = 3.6E4 µCi/sec					
5) Protective Action Recommendations (PARS): General Emergency Automatic PAR - Evacuate 2 mi radius/5 mi downwind, go indoors, and monitor EAS/EBS remainder 10 mi EPZ.					
	None	Evacuate Sectors	Go indoors and monitor EAS/EBS in Sectors		
0-2 Miles					
2-5 Miles					
5-10 Miles					
6) Prognosis: [] Stable; [] Unstable			Plant Status: [] at Power; [] Shutdown		
7) Remarks: _____					
8) Release Information (required on follow-up Notification with airborne release >ODAM limits):					
Release From: [] ERP; [] Reactor Building; [] Turbine Building; [] Aug Radwaste Building; [] Other: _____					
Release Height: [] 100 M (ERP); [] 10 M (RB, TB, ARWB); [] Other: _____ ft					Release Rate (µCi/sec)
Estimated Duration: _____ (Hours)			Noble gas: _____ µCi/sec		
Start Time: _____			Iodides: _____ N/A		
Stop Time: _____			Particulate: _____ N/A		
Distance From Plant	Projected Integrated Dose (Rem)		Projected Dose Rate (Rem/hr)		
	TEDE	CDE (Thyroid)	TEDE	CDE (Thyroid)	
Site Boundary					
2 Miles					
5 Miles					
10 Miles					
Emergency Director Signature: _____			Date: _____		Time: _____

Notification Report Number: _____

- ☐ 1.1 When directed to perform notification to State and Local Government agencies, perform the following:
- ☐ 1.1.1 Verify ED signature/date/time and remarks section (optional) on Notification Report.
- ☐ 1.1.2 Print your name and call back number on Notification Report, Block 1.
- ☐ 1.1.3 Contact State/Local Agencies using State Notification Telephone System by pressing the "Group Call" button or 7450 from any phone.

NOTIFY FOLLOWING AGENCIES	PHONE	SPEED DIAL #	TIME ON LINE	NAME OF CONTACT
NEMA via Nebraska State Patrol	State Notification Telephone System	04		
Nemaha County EOC via Nemaha County Sheriff		20		
Atchison County EOC via Atchison County Sheriff		19		
Missouri SEMA via Missouri Highway Patrol		22		

- ☐ **NOTE** - If communication is lost with one or more agencies, continue to make notifications to on-line parties. When notifications are complete, call back agencies missing and make report.
- ☐ 1.1.4 Record time last party on line as "Time of Transmittal" on Notification Report.
- ☐ 1.1.5 When all parties are on line, verify that they have received the faxed notification. Only information on the form is allowed to be communicated unless authorized by the ED.
- ☐ 1.1.5.1 If FAX not received, read the Notification Report line by line.
- ☐ 1.1.6 Notify ED notification to State/Local agencies is complete and time follow-up notification is required.

ATTACHMENT 4 SHIFT COMMUNICATOR

- [] 1.2 Contact NRC Headquarters via ENS immediately after Step 1.1.6 and not later than 60 minutes after declaration of an emergency.

NRC	CNS TELEPHONE	ALTERNATE	PERSON CONTACTED	TIME
	Dial # on Phone Sticker	ETD or Speed Dial - 10		

- [] 1.3. When contacted by ENS Communicator in TSC, transfer NRC notification responsibilities and notify ED. ENS communications from the TSC are performed in accordance with Procedure 5.7ENS.

NAME OF ENS COMMUNICATOR	PERFORMED BY	TIME

- [] 1.4. When contacted by Off-Site Communicator in EOF, transfer off-site notification responsibilities and notify ED.

NAME OF OFF-SITE COMMUNICATOR	PERFORMED BY	TIME

Communicator Signature: _____ Date: _____

Notification Report Number: _____

- ☐ 1.1 When directed to perform notification to State and Local Government agencies, perform the following:
- ☐ 1.1.1 Verify ED signature/date/time and remarks section on Notification Report.
- ☐ 1.1.2 Print your name and call back number on Notification Report, Block 1.
- ☐ 1.1.3 Contact State/Local agencies using State Notification Telephone System by pressing the "Group Call" button or 7450 from any phone.

NOTIFY FOLLOWING AGENCIES	PHONE	TIME ON LINE	NAME OF CONTACT
NEMA via Nebraska State Patrol	State Notification Telephone System		
Nemaha County EOC via Nemaha County Sheriff			
Atchison County EOC via Atchison County Sheriff			
Missouri SEMA via Missouri Highway Patrol			

- ☐ **NOTE** - If communication is lost with one or more agencies, continue to make notifications to on-line parties. When notifications are complete, call back agencies missing and make report.
- ☐ 1.1.4 Record time last party on line as "Time of Transmittal" on Notification Report.
- ☐ 1.1.5 When all parties are on line, verify that they have received the faxed notification. Only information on the form is allowed to be communicated unless authorized by the ED.
- ☐ 1.1.5.1 If FAX not received, read the Notification Report line by line.
- ☐ 1.1.6 Notify ED that notification to State/Local agencies is complete and time follow-up notification is required.

ATTACHMENT 5 OFF-SITE COMMUNICATOR

- [] 1.2 Perform notifications to the following support agencies, as soon as possible, after the declaration of an ALERT or higher emergency classification, but not until after all notifications are completed as required in Section 1.

AGENCY	PHONE	PERSON CONTACTED	TIME
INPO	(800) 321-0614		
American Nuclear Insurers (ANI)	(860) 561-3433		

Communicator Signature: _____ Date: _____

1. DISCUSSION

- 1.1 All notifications and communications will be handled from the Control Room (CR) until the Technical Support Center (TSC) and Emergency Operations Facility (EOF) are activated. The responsibility of generating press releases to the media may be transferred to NPPD Corporate Communications Department personnel prior to activation of the Joint Information Center (JIC).
- 1.2 During a declared Emergency at CNS, Emergency notifications to the State of Nebraska; State of Missouri; Atchison County, Missouri; and Nemaha County, Nebraska are accomplished through the State Notification Telephone System. The CNS State Notification Telephone System is a conference-calling system. When the handset to this hotline is picked up, and the "Group Call" button is pushed, dedicated telephones will automatically ring at Nebraska State Patrol, Missouri Highway Patrol, Atchison County Sheriff's Department, and Nemaha County Sheriff's Department. The utilization of law enforcement agencies as initial points of contact provides for 24 hour coverage. The dedicated lines listed also have extension lines which ring at the following facilities respectively: Nebraska Emergency Management Agency EOC, Missouri State Emergency Management Agency EOC, Atchison County EOC, and Nemaha County EOC. Once the EOCs become operational, notifications may be made using the extension lines at the EOCs with concurrence between the respective EOC and law enforcement agency.
- 1.3 Notifications to the NRC are normally accomplished through the Emergency Notification System (ENS). The Emergency Notification System is a dedicated telephone system which is manned 24 hours by the Duty Officer at the NRC Headquarters Operations Center.
- 1.4 During any notification activity, if the primary communications system fails, communication methods shall be attempted such as alternate telephones, National Warning System (NAWAS), base station radio, or relay through a third party. Alternate telephone numbers are listed in the Emergency Telephone Directory.
- 1.5 At an ALERT or higher emergency classification, to receive continuous and detailed information, the NRC will likely request an open line of communication with the Control Room (CNS) until the TSC is operational.

- 1.6 The Public Affairs Duty Officer (PADO) shall be notified by pager by the CNS ANS and instructed to contact the Shift Communicator in the Control Room. Upon being contacted by the PADO, the Shift Communicator will ensure all information from the Initial CNS Notification Report is relayed to the PADO. In such cases, that it is not feasible to relay the information via telephone in a timely manner, the Notification Report may be faxed to the PADO. PADO functions shall be superseded by the activation of the Joint Information Center (JIC). The JIC shall receive follow-up information from the Technical Information Coordinator in the EOF.
- 1.7 The On-Call Emergency Preparedness Coordinator should assume the responsibility of coordinating press releases after being notified and responding to a Notification of Unusual Event (NOUE).
 - 1.7.1 Assist the Shift Communicator in ensuring communications are established with the PADO and information from the CNS Notification Reports is relayed to the PADO per Procedure 5.7.23.
 - 1.7.2 This responsibility shall be for the period immediately after the declaration of the NOUE and continue until the responsibility is transferred to appropriate NPPD Corporate Communications Department personnel.
 - 1.7.3 Any press release that is generated during this period should be reviewed and approved by the Emergency Director.
- 1.8 Authorized Representatives of the Governors of Nebraska and Missouri may be represented in the EOF and set up Forward Command Posts at some other location.

2. REFERENCES

2.1 CODES AND STANDARDS

- 2.1.1 10CFR50.
- 2.1.2 NPPD Emergency Plan for CNS.

2.2 PROCEDURES

- 2.2.1 Emergency Plan Implementing Procedure 5.7.1, Emergency Classification.

2.3 MISCELLANEOUS

2.3.1 CNS Emergency Telephone Directory.

2.3.2 NRC Inspection Report 89-35, Item 1.

2.3.3 NCR 93-52.

2.3.4 NRC Inspection Report 94-11.

2.3.5 NRC Inspection Report 94-29, Item 1.

2.3.6 QA Observation 93-05A.

2.3.7 QA Report 86-06.

2.3.8 RCR 2001-0181, Action #2, Require State/Local Notification within 15 minutes of a PAR or change in PAR.

2.4 NRC COMMITMENTS

2.4.1 © NRC Inspection Report 92-14. Commitment affects Steps 2.1 and 2.3.

2.4.2 © NRC Inspection Report 98-12 (NLS980074-05 and NLS980074-06). Commitment affects Steps 2.1 and 2.3.

<p align="center"><u>CNS OPERATIONS MANUAL</u> EPIP PROCEDURE 5.7.21</p> <p align="center">MAINTAINING EMERGENCY PREPAREDNESS - EMERGENCY EXERCISES, DRILLS, TESTS, AND EVALUATIONS</p>	<p>USE: INFORMATION ⊕</p> <p>EFFECTIVE: 7/15/02</p> <p>APPROVAL: SORC</p> <p>OWNER: S. C. REZAB</p> <p>DEPARTMENT: EP</p>
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1. PURPOSE

This procedure provides instructions for documenting the completion of periodic surveillances, tests, drills, and training. Periodic test and reviews of components of the Emergency Planning Program (e.g., facilities, equipment, Emergency Plan, and Emergency Plan Implementing Procedures, etc.) are conducted to ensure availability, operability, and reliability.

2. SENIOR MANAGER OF SITE SUPPORT INSTRUCTIONS

2.1 Review completed documentation of Attachment 1, EP Program Maintenance Checklist, on an annual basis.

- 2.2 Ensure State and County Emergency Management officials are made aware of non-emergency events that have a potential for media interest.
 - 2.2.1 Inform Emergency Preparedness (EP) of event.
 - 2.2.2 Verify EP has informed appropriate Emergency Management officials.
- 2.3 Ensure State and County Emergency Management officials are made aware of the following on an annual basis:
 - 2.3.1 Significant changes to the Emergency Plan/EPIPs.
 - 2.3.2 Emergency Action Levels (EALs).
- 2.4 Ensure that biennial exercises are performed with state and county Emergency Response Agencies.

3. EMERGENCY PREPAREDNESS MANAGER INSTRUCTIONS

- 3.1 At the beginning of each calendar year:
 - 3.1.1 Review the items on Attachment 1, EP Program Maintenance Checklist, and establish a working schedule.
- 3.2 Maintain awareness of status of completion of Attachment 1, EP Program Maintenance Checklist.
 - 3.2.1 Response actions performed as part of actual plant emergencies may be credited towards the following drills or tests:
 - 3.2.1.1 Integrated facility activation drill.
 - 3.2.1.2 Call out phone test/drill.
 - 3.2.1.3 RP drill.
 - 3.2.1.4 Off-Site agency communications drill.
 - 3.2.1.5 Medical drill.
 - 3.2.2 For actual plant emergencies, a post-event critique should be performed utilizing the format in EPDG #2, H-1, CNS Drill and Exercise Manual, Attachment 10 - Critique Process.

- 3.2.3 Evolutions incorporated within a multiple scope drill/exercise may count as drill or test completion, as example:
 - 3.2.3.1 RP drill, medical drill, or off-site communications drill as part of quarterly integrated facility activated drill or annual exercise.
- 3.2.4 Notification of ERO and Governmental Agencies including:
 - 3.2.4.1 Weekly tests of Automated Notification system.
 - 3.2.4.2 Quarterly off-hours ERO call-in test (at least one per year should be manual).
 - 3.2.4.3 Quarterly verification and update of Emergency Telephone Directory.
- 3.2.5 NRC Performance Indicators:
 - 3.2.5.1 Prepare and submit in accordance with Administrative Procedure 0-PI-01.
- 3.3 Ensure completion of the items on Attachment 2, Quarterly EP Maintenance Checklist.
- 3.4 Ensure the completion of the items on Attachment 3, Emergency Plan 6 Year Element Demonstration.
- 3.5 Ensure the completion of the items on Attachment 4, EPIP Annual Review.
- 3.6 Ensure the completion of the items on Attachment 5, EP Exercise Checklist.
- 3.7 Maintain awareness of the status of the Alert and Notification System (ANS) operability.
- 3.8 Ensure the following is performed for Biennial Exercises:
 - 3.8.1 Schedule a date for the exercise in coordination with the primary State and County emergency response agencies.
 - 3.8.2 Provide the opportunity for State and County response agencies to participate in an exercise.

3.8.3 Coordinate NPPD efforts with other participating personnel, organizations, and agencies.

3.8.3.1 If the Federal Emergency Management Agency (FEMA) is evaluating State and County emergency response, ensure the exercise scenario is developed within the time frames specified by the regulations, as defined in Attachment 5, EP Exercise Checklist.

3.8.4 Discuss and evaluate annual exercise performance with plant management, NPPD controller/evaluators, and principal participants.

4. RECORDS

4.1 Attachments 1 through 5 are sent to CNS Records (quality record upon final review).

Year: _____

1. SEMI-ANNUAL/ANNUAL/BIENNIAL EP MAINTENANCE ITEMS

1.1 Radiological Protection Drill (Semi-Annual).

1.1.1 (January - June).

Date: _____

1.1.2 (July - December).

Date: _____

1.2 Radiological Monitoring Drill (Annual).

Date: _____

1.3 Biennial Exercise (include Attachment 5, EP Exercise Checklist).

Date: _____

1.3.1 FEMA Evaluated (even years only).

[] Yes; [] No

1.4 Annual Off-Site Agencies Communications Drill.

Date: _____

1.5 Annual Unannounced Communications Drill.

Date: _____

1.6 Annual Medical Drill.

Date: _____

1.7 Emergency Plan Review.

1.7.1 Emergency Plan Review (Annual).

Date: _____

1.7.2 Letters of Agreement Certification (Annual Confirmation).

Date: _____

1.7.3 EPIP Review (Annual).

Date: _____

1.8 Media Day (Annual).

Date: _____

1.9 Public Information Brochure (Annual).

Date: _____

1.10 Review and update 6 Year Plan (Annual) (include Attachment 3, Emergency Plan 6 Year Element Demonstration).

Date: _____

1.11 Significant Emergency Plan/EPIP Changes, Emergency Action Levels (EALs) Meeting with State/County Emergency Management (Annual).

Date: _____

1.12 Hospital Training (Annual).

Date: _____

ATTACHMENT 1 EP PROGRAM MAINTENANCE CHECKLIST
--

Year: _____

1.13 Off-Site Agency Training (Annual).

1.13.1 Nebraska.

Date: _____

1.13.2 Missouri.

Date: _____

1.13.3 Iowa.

Date: _____

1.13.4 Kansas.

Date: _____

1.13.5 Local Agencies.

Date: _____

1.14 Annual Training Review of ERO.

1.14.1 Solicit verification of annual ERO training completion from the Training Department.

Date: _____

1.14.2 Review training completion feedback and remove any ERO members not qualified.

Date: _____

1.15 EP Department Training Review (Annual).

Date: _____

Completed By: _____ Date: _____
Emergency Preparedness Coordinator

Reviewed By: _____ Date: _____
Emergency Preparedness Manager

ATTACHMENT 2 QUARTERLY EP MAINTENANCE CHECKLIST
--

Quarter: _____

Year: _____

1. EMERGENCY RESPONSE FACILITY SURVEILLANCE

1.1 Quarterly Emergency Equipment Inventory.

1.1.1 Control Room (Attachment 7).

Date: _____

1.1.2 OSC (Attachment 8).

Date: _____

1.1.3 Emergency Rescue (Attachment 9).

Date: _____

1.1.4 AOSC (Attachment 10).

Date: _____

1.1.5 EOF (Attachment 11).

Date: _____

1.1.6 AEOF (Attachment 12).

Date: _____

1.1.7 Ambulance (Attachment 13).

Date: _____

1.1.8 Hospital (Attachment 14).

Date: _____

1.2 TSC.

Date: _____

1.2.1 Monthly Facility Survey (Per EPDG #2).

1.2.1.1 Month 1.

Date: _____

1.2.1.2 Month 2.

Date: _____

1.2.1.3 Month 3.

Date: _____

1.3 OSC.

Date: _____

1.3.1 Monthly Facility Survey (Per EPDG #2).

1.3.1.1 Month 1.

Date: _____

1.3.1.2 Month 2.

Date: _____

1.3.1.3 Month 3.

Date: _____

1.4 EOF.

Date: _____

1.4.1 Monthly Facility Survey (Per EPDG #2).

1.4.1.1 Month 1.

Date: _____

1.4.1.2 Month 2.

Date: _____

1.4.1.3 Month 3.

Date: _____

ATTACHMENT 2 QUARTERLY EP MAINTENANCE CHECKLIST
--

Quarter: _____

Year: _____

2. STAFF AUGMENTATION METHODOLOGIES**2.1 Weekly Test of Automated Emergency Notification System (Autodialer).**

2.1.1 Week 1. Date: _____

2.1.2 Week 2. Date: _____

2.1.3 Week 3. Date: _____

2.1.4 Week 4. Date: _____

2.1.5 Week 5. Date: _____

2.1.6 Week 6. Date: _____

2.1.7 Week 7. Date: _____

2.1.8 Week 8. Date: _____

2.1.9 Week 9. Date: _____

2.1.10 Week 10. Date: _____

2.1.11 Week 11. Date: _____

2.1.12 Week 12. Date: _____

2.1.13 Week 13. Date: _____

2.2 Quarterly Review and Update of Emergency Telephone Directory. Date: _____

2.3 Quarterly Performance Indicator (PI) Drill and Critique Report. Date: _____

2.3.1 Quarterly Trend Report (Drill Critique and Issue Review per EPDG # 2, Section H-1, Drill and Exercise Manual).© Date: _____

2.4 Quarterly Off-Hours ERO Call-in Phone Test or Staff Augmentation Drill. Date: _____

2.5 Quarterly Self-Assessment. Date: _____

3. QUARTERLY SUBMITTAL OF EP PERFORMANCE INDICATORS

3.1 Participation. Date: _____

3.2 Drill and Exercise Performance. Date: _____

3.3 Alert and Notification System. Date: _____

ATTACHMENT 2 QUARTERLY EP MAINTENANCE CHECKLIST
--

Quarter: _____

Year: _____

NOTES:

ATTACHMENT 3	EMERGENCY PLAN 6 YEAR ELEMENT DEMONSTRATION
--------------	--

ELEMENT	YEAR LAST PERFORMED	YEAR NEXT SCHEDULED	COMPLETION DATE
Two off hours staffing Exercises (6 p.m. - 4 a.m.) one must be unannounced			
Activation of Joint Information Center			
Use of fire control teams			
Use of medical support personnel			
Use of Security personnel for prompt access to emergency equipment or support			
Use of one or more portions of backup communications for notification			
Field monitoring			
Capability for determining the magnitude and impact of the particular components of a release			
Capability of post-accident coolant sampling and analysis			
Assembly and accountability			
Initial recovery planning activities			
Unannounced off hours drill including Staff Augmentation			

Emergency Plan Implementing Procedures (Annual)				
Year: _____		Revision Number	Date Reviewed	PCR Y / N
5.7.1	Emergency Classification			
5.7.2	Shift Supervisor EPIP			
5.7.6	Notification			
5.7.7	Activation of TSC			
5.7.8	Activation of OSC			
5.7.8.1	Activation of Alternate OSC			
5.7.9	Activation of EOF			
5.7.9.1	Activation of Alternate EOF			
5.7.10	Personnel Assembly and Accountability			
5.7.11	Early Dismissal/Evacuation of Site Personnel			
5.7.12	Emergency Radiation Exposure Control			
5.7.13	Personnel Monitoring and Decontamination			
5.7.14	Stable Iodine Thyroid Blocking (KI)			
5.7.15	OSC Team Dispatch			
5.7.16	Release Rate Determination			
5.7.17	Dose Assessment			
5.7.18	Off-Site and Site Boundary Monitoring			
5.7.19	On-Site Radiological Monitoring			
5.7.20	Protective Action Recommendations			
5.7.21	Maintaining Emergency Preparedness - Emergency Exercises, Drills, Tests, and Evaluations			
5.7.22	Communications			
5.7.23	Activation of the JIC			
5.7.24	Medical Emergency			

Emergency Plan Implementing Procedures (Annual)				
Year: _____		Revision Number	Date Reviewed	PCR Y / N
5.7.25	Recovery Operations			
5.7.26	Long-Term Environmental Monitoring			
5.7.27	Alert and Notification System			
5.7.27.1	EAS Tone-Activated Radio Malfunction			
2.7.27.2	False Activation of Alert and Notification System Sirens			
5.7.28	Administration of Positional Instruction Manuals (PIMS)			

ATTACHMENT 5 EP EXERCISE CHECKLIST

- Year: _____
1. Exercise Date Selection. Date: _____
 2. ERO Participant Notification. Date: _____
 3. Scenario Development Personnel Assigned. Date: _____
 4. Controllers/Evaluators Assigned. Date: _____
 5. Exercise Objectives.
 - 5.1 Emergency Preparedness Manager Approval. Date: _____
 - 5.2 Submitted to Licensing (75 Day NRC Submittal, even years only). Date: _____
 6. Exercise Scenario.
 - 6.1 Provided to Nebraska Emergency Management Agency (EMA). Date: _____
 - 6.2 Provided to Missouri EMA. Date: _____
 - 6.3 Sixty Day (Prior to Exercise) FEMA Submittal, even years only). Date: _____
 - 6.4 Provided to Licensing (45 Day NRC Submittal, even years only). Date: _____
 7. Post Exercise Critique Date: Date: _____
 8. Site Oversight Review Committee (SORC) Critique Report Review. Date: _____

1. INSTRUCTIONS

- 1.1 PM cards, from the CNS Maintenance Planning Office, shall be issued to those departments responsible for emergency equipment inventory once per quarter. Emergency equipment inventory shall also be performed after each use.
 - 1.1.1 The Radiological Protection Department is responsible for the inventory of emergency equipment listed on Attachments 7, 8, 10, 11, 12, 13, and 14.
 - 1.1.2 The Maintenance Department is responsible for the inventory of emergency rescue equipment listed on Attachment 9.
- 1.2 Personnel responsible for emergency equipment inventory shall obtain an emergency locker seal prior to opening an Emergency Locker. A supply of locker seals shall be maintained by the Emergency Preparedness Department.
- 1.3 The inventory shall be performed utilizing the appropriate attachment of this procedure.

NOTE - An operability check need not be performed on communication equipment listed in this procedure that is located in the TSC, OSC, or EOF. Testing of these communication devices is conducted by the Emergency Preparedness Staff on a periodic basis.

- 1.4 Emergency equipment shall be inventoried, inspected, equipment calibration stickers checked, and an operability check shall be performed on all emergency equipment/instruments.
- 1.5 Operability, calibration, and equipment maintenance shall be conducted per normal station procedures.
- 1.6 During inspection, any equipment found inoperative or out of calibration shall be replaced in a timely manner.
- 1.7 During inspection, if any deficiency of inventory is discovered, contact the Emergency Preparedness Department.

- 1.8 Instruments or equipment may be routinely removed from inventory for purposes of calibration or repair. Instruments and equipment being removed for calibration or repair should be immediately replaced with similar reserve instruments or equipment, where such reserves exist. Instruments or equipment for which there are not reserves should be returned to inventory immediately upon completion of calibration or repair activities.
- 1.9 During the inventory process, the expiration date of the supply of Potassium Iodide (KI) located within the emergency response facilities shall be checked. If the expiration date is within 3 months from the date of the inventory currently being performed, contact the Emergency Preparedness Department and advise them of the expiration date. Emergency Preparedness Department personnel shall order a new supply of KI or receive an extension of the expiration date from the manufacturer.
- 1.10 Upon completion of the emergency equipment inventory, the PM card shall be signed off, indicating inventory is complete, and sent to the Emergency Preparedness Department for review. Emergency Preparedness Department will return the PM card to CNS Maintenance Planning Office. Documentation of emergency equipment inventories shall be kept on file at CNS Maintenance Planning Office.

ATTACHMENT 7	EMERGENCY EQUIPMENT MAINTAINED AT CONTROL ROOM
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NOTE - The air breathing equipment is not within the Emergency Locker, but the cases are located near the Emergency Locker for convenience, inspection, and maintenance.

ITEM	QUANTITY
1. Coveralls, Paper	25 Pairs
2. Shoe Covers, Disposable 14"	24 Pairs
3. Gloves, Disposable	2 Boxes
4. Geiger-Mueller Survey Meter (Range 0-50 mrem/hr)	1 Each
5. Ion-Chamber Survey Instrument (Range 0-50 rem/hr)	3 Each
6. Dosimeter, Direct Reading Electronic	6 Each
7. Spare Batteries ("AA" Cell)	12 Each
8. Thyroid Blocking Tablets (KI) Check Expiration Date Per Step 1.9	20 Bottles
9. Radiation Warning Sign And Appropriate Inserts	4 Each
10. Radiation Barrier Rope, 200'	1 Coil
11. Radiation Warning Tape	1 Roll
12. First Aid Kit	1 Each
13. Plastic Bag, Large	6 Each
14. Duct Tape, 2"	3 Rolls
15. Self-Contained Breathing Apparatus (With Voice Communicators)	6 Each
16. Full Face Respirators With Single Particulate Canisters	6 Each
17. Full Face Respirators With Single Particulate Canisters And Voice Communicators	6 Each
18. Spare Air Cylinders	6 Each
19. Spare Respirator Canister	12 Each
20. Hand Lantern, With 6 Volt Battery	2 Each
21. Flashlight, With Two "D" Cell Batteries	8 Each
22. Spare Battery For Hand Lantern (6 Volt)	2 Each
23. Spare Batteries ("D" Cell, 12 Per Box)	1 Box
24. Spare Battery (9 Volt)	24 Each
25. General Arrangement Drawing	1 Set
26. Step-Off Pad	1 Each
27. Radiation Monitor (Frisker)	1 Each
28. Spare Batteries ("C" Cell)	15 Each
29. Spare Batteries (30 Volt)	2 Each
30. Meals-Ready-To-Eat (MREs)©	> 20 Each
31. Smear Book (10 Smears Per Book)	10 Each

ATTACHMENT 8 EMERGENCY EQUIPMENT AT OSC

ITEM	QUANTITY
1. Flashlight, With Two "D" Cell Batteries	25 Each
2. Masking Tape	6 Rolls
3. Particulate Filter, 2"	1 Box
4. Charcoal And Silver Zeolite Cartridge	10 Each
5. Air Sample Plastic Bag And Label	20 Each
6. Smear Book (10 Smears Per Book)	10 Each
7. Spare Batteries ("D" Cell, 12 Per Box)	2 Boxes
8. Spare Batteries ("AA" Cell)	4 Each
9. Step-Off Pad	4 Each
10. Protective Clothing (Full Set)	6 Each
11. Self-Contained Breathing Apparatus	8 Each
12. Spare Bottle For SCBA	12 Each
13. Thyroid Blocking Tablets (KI) Check Expiration Date Per Step 1.9	100 Bottles
14. Survey Instrument Ion-Chamber (Range 0 to 50 rem/hr)	2 Each
15. I&C/Electrical Tool Kit	4 Each
16. Volt Ohmmeter	2 Each
17. Coveralls, Paper	25 Pairs
18. Shoe Covers, Disposable 14"	25 Pairs
19. Gloves, Disposable	1 Box
20. Radiation Barrier Rope, 200'	1 Roll
21. Radiation Monitor (Frisker)	2 Each
22. Radiation Warning Sign With Appropriate Inserts	12 Each
23. Mechanical Maintenance Tool Kit	2 Each
24. Continuous Air Monitor	1 Each
25. PD-1 Area Radiation Monitor	3 Each
26. Personnel Radiation Monitor	1 Each
27. Gloves, Electrical, Low Voltage	1 Pair
28. Continuous Air Monitor Particulate Filter (CNSNO 35881)	10 Each
29. Hard Hat	10 Each
30. Safety Glasses	10 Each
31. Ear Plugs	1 Box
32. Portable Air Sampler	1 Each
33. Spare Battery (9 Volt)	12 Each
34. Spare Battery ("C" Cell)	12 Each
35. Geiger-Mueller Survey Instrument (Range 0-50 mrem/hr)	1 Each

ATTACHMENT 9 EMERGENCY RESCUE EQUIPMENT LOCKER

ITEM	DESCRIPTION	UNIT	QUANTITY
1.	Wrecking Bars	Each	2
2.	Bolt Cutters	Each	2
3.	Hacksaw and Blades	Each	2
4.	Come-Along	Each	1
5.	Cable Sling, 1/2" x 3'	Each	2
6.	Cable Sling, 1/2" x 6'	Each	2
7.	Hydraulic Jack, 3 Ton	Each	1
8.	Hydraulic Jack, 5 Ton	Each	1
9.	Sledge Hammer, Various Sizes	Each	4
10.	Porta Power	Each	1
11.	Web Slings (2" - 20' Long, 2" - 10' Long)	Each	4
12.	Sound Powered Phones	Each	1
13.	Safety Belt and Line	Each	1
14.	Fire Axe	Each	1
15.	Crow Bar	Each	1
16.	200' - 3 Part Block and Tackle	Each	1
17.	Battery Lanterns	Each	2
18.	Spare Batteries for Battery Lanterns	Each	2

1. GENERAL SUPPLIES AND PROTECTION EQUIPMENT

ITEMS	QUANTITY
1. Coveralls, Paper	25 Pair
2. Shoe Covers	25 Pair
3. Gloves, Disposable	1 Box
4. PD-1 Area Radiation Monitor	3 Each
5. Continuous Air Monitor	1 Each
6. Radiation Monitor (Frisker)	1 Each
7. Flashlight, With 2 "D" Cell Batteries	8 Each
8. Spare Batteries ("D" Cell, 12 Per Box)	1 Box
9. Book Of Team-Dispatch Forms (Procedure 5.7.15, Attachment 1)	1 Each
10. Thyroid Blocking Tablets (KI) Check Expiration Date Per Step 1.9	20 Bottles
11. Step-Off Pad	2 Each
12. Continuous Air Monitor Particulate Filter (CNSNO 35881)	10 Each
13. Spare Batteries ("AA" Cell, 4 Per Box)	1 Box

1. PROTECTION EQUIPMENT

NOTE - The air breathing equipment is not within the Emergency Locker, but the cases are near the Emergency Locker for convenience, inspection, and maintenance.

ITEM	QUANTITY
1. Coveralls, Paper	25 Each
2. Shoe Covers, Disposable 14"	25 Pairs
3. Gloves, Disposable	1 Box
4. Extendable Probe Survey Instrument (Range 0-1,000 rem/hr)	1 Each
5. Ion-Chamber Survey Instrument (Range 0-50 rem/hr)	1 Each
6. Geiger-Mueller Survey Instrument (Range 0-50 mrem/hr)	1 Each
7. Sample Holder With Pancake Type Detector	1 Each
8. Scaler Electronic Package (MS-2)	1 Each
9. Dosimeter, Direct Reading, Electronic	1 Each
10. Spare Batteries ("AA" Cell)	8 Each
11. Filters For Air Sampler; 2"	1 Box
12. Charcoal Cartridge For Air Sampler	10 Each
13. Silver Zeolite Cartridge For Air Sampler	10 Each
14. Extension Cord, Electric (50')	2 Each
15. PD-1 Area Radiation Monitor	3 Each
16. Continuous Air Monitor	1 Each
17. Self-Contained Breathing Apparatus	4 Each
18. Spare 45 Air Cylinder	4 Each
19. Tape, Duct, 2"	3 Rolls
20. Plastic Sheeting, 20' x 20'	2 Sheets
21. Plastic Bag, Small	1 Box
22. Plastic Bag, Large	6 Each
23. Radiation Warning Sign with Appropriate Inserts	12 Each
24. Smear Book (10 Smears Per Book)	20 Each
25. Radiation Barrier Rope, 200'	1 Coil
26. Radiation Warning Tape	1 Roll
27. Hand Lantern With 6 Volt Battery	1 Each
28. Flashlight, With Two "D" Cell Batteries	8 Each
29. Spare Battery For Hand Lantern (6 Volt)	1 Each
30. Spare Batteries ("D" Cell, 12 Per Box)	1 Box

ATTACHMENT 11 EMERGENCY EQUIPMENT MAINTAINED AT EOF

ITEM	QUANTITY
31. Pocket Knife	1 Each
32. Small Hand Tool Kit With Straight Slot Screwdriver, Phillips Screwdriver, Small Pliers, And Small Vise Grip	1 Each
33. Step-Off Pads	2 Each
34. Procedure 9.INST.58, Portable Beta-Gamma Counting Instruments	1 Each
35. Thyroid Blocking Tablets (KI) Check Expiration Date Per Step 1.9	200 Bottles
36. Radiation Monitor (Frisker)	2 Each
37. Continuous Air Monitor Particulate Filter (CNSNO 35881)	10 Each
38. Spare Batteries (9 Volt)	12 Each
39. Spare Batteries ("C" Cell)	6 Each
40. Portable Air Sampler	1 Each

2. EMERGENCY DOWNWIND SURVEY KIT SUPPLIES (two complete kits are required).

NOTE - The Downwind Survey Team Supplies (Items 1 through 13) are located in the EOF. Items 14 through 47 may be stored in the Downwind Survey Vehicles.

ITEM	QUANTITY
1. Full Face Respirator	2 Each
2. Hand Lantern	1 Each
3. Spare Battery For Hand Lantern	1 Each
4. Calculator	1 Each
5. Dosimeter, Direct Reading Electronic	2 Each
6. Spare Batteries ("AA")	4 Each
7. Hand Held Radio	1 Each
8. Gieger-Mueller Survey Instrument (Range 0-50 mrem/hr)	1 Each
9. Ion Chamber Survey Instrument (Range 0-50 rem/hr)	1 Each
10. Spare Battery ("D" Cell)	4 Each
11. Spare Battery (30 Volt)	1 Each
12. Spare Battery (9 Volt)	4 Each
13. Thyroid Blocking Tablets (KI) Check Expiration Date Per Step 1.9	2 Bottles
14. Low Cut Rubber Shoes	4 Each

ITEM	QUANTITY
15. 250 ml Square Bottle	6 Each
16. One Liter Bottle	4 Each
17. Masslin Cloths	1 Package
18. One-Piece Plastic Coveralls	2 Each
19. Shovel	1 Each
20. Combination Cartridge For Respirator	8 Each
21. Masking Tape	2 Rolls
22. Emergency Action Log	1 Pad
23. Procedure 9.EPIN.1, Emergency Air Samplers	1 Each
24. Plastic Sheeting	1 Roll
25. Complete Set Of EIPs	1 Each
26. Bolt Cutters	1 Each
27. Small Plastic Bag	50 Each
28. Grass Shears	1 Each
29. Paper Coveralls	4 Each
30. 2" Air Sample Filters	1 Box
31. Silver Zeolite Cartridge	6 Each
32. Charcoal Cartridge	6 Each
33. 2" Millipore Air Sample Filters	1 Box
34. Air Sampler With Head	1 Each
35. Smear Book (10 Smears Per Book)	10 Each
36. Radioactive Material Sticker	50 Each
37. Sample Label	25 Each
38. 2 cc Vial	10 Each
39. Plastic Pipet	10 Each
40. Lined Paper Pad	1 Pad
41. Clipboard	2 Each
42. 10-Mile Radius Map	2 Each
43. Site Map	1 Each
44. Large Plastic Bags	25 Each
45. Disposable Gloves	1 Box
46. Ink Pens	3 Each
47. Tweezers	1 Each

3. DECONTAMINATION SUPPLIES

NOTE - Following supplies are available in or near the EOF Decon Room.

ITEM	QUANTITY
1. Towels	10 Each
2. Soap	3 Bars
3. Septisol (Germicide)	1 Can
4. Lanolin	1 Tube
5. Swabs, Cotton Tipped, 100s	3 Packages
6. Compresses, Gauze, 3" x 3", 100s	2 Packages
7. Towels, Paper	1 Roll
8. Beaker, Plastic, 150 ml	3 Each
9. Hand Brush, Soft Bristle	2 Each
10. Soap, Pumice	2 Bars

4. FIRST AID AND RESCUE EQUIPMENT

ITEM	QUANTITY
1. First Aid Kit	1 Each
2. Stretcher	1 Each
3. Rope, 1/2" - 50'	1 Coil

1. PROTECTION EQUIPMENT AND ADMINISTRATIVE SUPPLIES

ITEM	QUANTITY
1. Coveralls, Paper	50 Each
2. Shoe Covers, Disposable 14"	50 Pairs
3. Gloves, Disposable	2 Boxes
4. Gieger-Mueller Survey Instrument (Range 0-50 mrem/hr)	1 Each
5. Ion-Chamber Survey Instrument (Range 0-50 rem/hr)	1 Each
6. Sample Holder With Pancake Type Detector	1 Each
7. Scaler Electronic Package (MS-2)	1 Each
8. Dosimeter, Direct Reading Electronic	1 Each
9. Spare Batteries ("AA" cell)	4 Each
10. Portable Air Sampler w/Head (High Volume) (60 Hz, 120 VAC)	1 Each
11. Inverter (12 VDC To 120 VAC)	1 Each
12. Filter For Air Sampler; 2"	1 Box
13. Charcoal Cartridge For Air Sampler	5 Each
14. Silver Zeolite Cartridge For Air Sampler	5 Each
15. Extension Cord, Electric (50')	1 Each
16. Tape, Duct, 2"	3 Rolls
17. Plastic Sheeting, 20' x 20'	2 Sheets
18. Plastic Bag, Small	1 Box
19. Plastic Bag, Large	6 Each
20. Radiation Warning Sign With Appropriate Inserts	12 Each
21. Smear Book	20 Each
22. Radiation Barrier Rope, 200	1 Coil
23. Radiation Warning Tape	1 Roll
24. Hand Lantern With 6 Volt Battery	3 Each
25. Flashlight, With Two "D" Cell Batteries	8 Each
26. Spare Battery For Hand Lantern (6 Volt)	3 Each
27. Spare Batteries ("D" Cell)	1 Box
28. Pocket Knife	1 Each
29. Small Hand Tool Kit With Straight Slot Screwdriver, Phillips Screwdriver, Small Pliers, And Small Vise Grip	1 Each
30. Shovel	1 Each
31. Liter Bottle	6 Each
32. Step-Off Pad	2 Each

ATTACHMENT 12 EMERGENCY EQUIPMENT MAINTAINED AT AEOF

ITEM	QUANTITY
33. Thyroid Blocking Tablets (KI) Check Expiration Date Per Step 1.9	60 Bottles
34. Radiation Monitor (Frisker)	1 Each
35. Spare Batteries (9 Volt)	6 Each
36. Spare Batteries ("C" Cell)	1 Box

2. DECONTAMINATION SUPPLIES

ITEM	QUANTITY
1. 55 Gallon Radwaste Barrel With Lid	3 Each
2. Disposable Coveralls	50 Each
3. Disposable Gloves, 25 Pair/Box	2 Boxes
4. 2" Masking Tape	3 Rolls
5. Small Poly Bag	12 Each
6. Large Poly Bag	36 Each
7. Plastic Bucket	4 Each
8. Bar Soap	24 Each
9. Bath Towel	~ 50.
10. Poly Sheeting	1 Roll
11. Procedure 9.RADOP.7, Personnel Decontamination	6 Copies
12. Pumice Soap	2 Bars
13. Septisol (Germicide)	1 Can
14. Lanolin	1 Tube
15. Procedure 9.INST.58, Portable Beta-Gamma Counting Instruments	1 Each
16. Swabs, Cotton Tipped, 100s	3 Packages
17. Compresses, Gauze, 3" x 3", 100s	2 Packages
18. Towels, Paper	1 Roll
19. Breaker, Plastic 150 ml	3 Each
20. Hand Brush, Soft Bristle	10 Each

3. FIRST AID AND RESCUE EQUIPMENT

ITEM	QUANTITY
1. First Aid Kit	1 Each
2. Stretcher	1 Each

ATTACHMENT 13 EMERGENCY EQUIPMENT MAINTAINED FOR AMBULANCE
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ITEM	QUANTITY
1. Dosimeter, Direct Reading Electronic	5 Each
2. TLD Badge	5 Each
3. Geiger-Mueller Survey Instrument (CPM)	1 Each
4. Ion-Chamber Survey Instrument (0-5 rem/hr)	1 Each
5. Radiation Tag	10 Each
6. Spare Batteries ("AA" Cell)	8 Each
7. Smear Book	5 Each
8. Form CNS RP-25, TLD Badging Record	1 Each
9. Spare Batteries (9 Volt)	6 Each
10. Spare Batteries ("C" Cell)	1 Box

ATTACHMENT 14 EMERGENCY EQUIPMENT MAINTAINED AT HOSPITAL

ITEM		QUANTITY
1.	Radiation Barrier Rope	1 Roll
2.	Masking Tape	10 Rolls
3.	Brown Paper	1 Roll
4.	Plastic Sheeting	1 Roll
5.	Applicable Radiation Warning Signs With Inserts, As Appropriate	5 Each
6.	Shoe Covers	15 Pairs
7.	Bags, Plastic (Large)	10 Each
8.	Bags, Plastic (Small)	20 Each
9.	Radiation Marking Tape	1 Roll
10.	Coveralls, Paper	25 Pairs
11.	Gloves, Rubber Disposable	2 Boxes
12.	Cardboard Boxes, ~ 2' x 3'	6 Each
13.	Masslin Cloths	1 Bundle
14.	Step-Off Pad	1 Each

1. DISCUSSION

1.1 Annual - Once per calendar year (January 1 through December 31).

1.2 Biennial - Once per two calendar years.

1.3 DRILLS

1.3.1 Communications Tests and Drills - Communications tests involve the use of emergency communications equipment to verify operability. Communications drills involve use of emergency communications equipment to notify and transfer simulated emergency information to off-site governmental agencies.

1.3.2 Performance Indicator (PI) (ERF) Drill - An ERF drill demonstrated various emergency response capabilities including management and coordination of emergency response, accident assessment, protective action decision-making, and plant system repair and corrective action involving all or certain Emergency Response Facilities (Control Room, Technical Support Center (TSC), Operational Support Center (OSC), and Emergency Operations Facility (EOF). These drills are conducted at least four times per calendar year and should be conducted approximately once each calendar quarter. One of these drills is designed to satisfy the requirements of an exercise as defined below. Non-exercise drills provide opportunity to consider accident management strategies. Supervised instruction can be permitted for these drills, with operating staff having the opportunity to resolve problems (success paths) rather than have controllers intervene. Additionally, non-exercise drills may focus on on-site training objectives.

1.3.3 Medical Emergency Drill - A medical emergency drill involves a simulated contaminated individual, with provisions for activation of the plant First Aid/Personnel Decontamination Team. Participation by local support services (i.e., ambulance and off-site medical treatment facility) is tested separately once per year or as part of the annual medical drill. Medical Emergency Drills are conducted at least once every calendar year.

1.3.4 Radiological Monitoring Drill - Radiological monitoring drills include collection and analysis of air samples, testing of communications, and understanding of messages between Radiological Protection supervision and the off-site monitoring teams. A radiological monitoring drill will be conducted at least once every calendar year.

- 1.3.5 Radiological Protection Drills - Radiological Protection drills test various tasks employed by that department during an emergency condition. Radiological Protection drills are conducted semi-annually and one of the semi-annual drills may be incorporated into the radiological monitoring drill.
- 1.4 Exercise - An exercise is an event that tests the integrated capability of a major portion of the basic elements existing within the CNS Radiological Emergency Plan. An exercise is required biennially per 10CFR50. Off-site agency participation is required biennially. Exercises are developed, scheduled, and conducted in a manner consistent with the regulations and guidance of 10CFR50, Appendix E, NUREG 0654, and other appropriate regulatory documents. Biennial exercises involving off-site agencies shall be conducted as a Site Area Emergency and should escalate to General Emergency. The exercise scenarios are varied such that all major elements of the Plan are tested at least every 6 years.
- 1.5 Letter of Agreement (LOA) - Support or assistance from outside agencies is established and maintained through Letters of Agreement or, in some instances, purchase orders/contracts. Letters of Agreement are confirmed annually through correspondence, direct contact, or by telephone. Purchase orders/contracts are renewed as required.
- 1.6 Monthly - At least once each calendar month, being the first day of each month until the last unless otherwise specified.
- 1.7 Quarterly - Once per calendar quarter, with the quarters being January through March, April through June, July through September, and October through December.
- 1.8 Semi-Annual - Twice per calendar year, with one time from January 1 to June 30 and one from July 1 to December 31.
2. RESPONSIBILITIES
- 2.1 The Emergency Preparedness Manager is responsible for:
- 2.1.1 Planning, scheduling, and coordinating emergency exercises involving off-site agencies.
- 2.1.2 Reviewing Attachment 1, EP Program Maintenance Checklist, upon completion.
- 2.1.3 Reviewing results of exercises and major drills.

2.2 The Senior Manager of Site Support, with plant management, is responsible for ensuring adequate resources are made available to support and conduct emergency preparedness activities including:

2.2.1 Exercises and drill scenario development and control.

2.2.2 Exercise and drill participation.

2.2.3 Support for maintenance of emergency facilities and equipment.

2.3 The Site Oversight Review Committee (SORC) is responsible to review the following:

2.3.1 Revisions to the CNS Radiological Emergency Plan.

2.3.2 Revisions to Emergency Plan Implementing Procedures (EPIPs).

2.3.3 Quarterly PI Drill Critique Report.

2.4 The Emergency Preparedness (EP) Manager is responsible for:

2.4.1 Maintaining awareness of EP activities.

2.4.2 Ensuring coordination of EP drills and exercises in accordance with this procedure.

2.4.3 Ensuring documentation of EP Program maintenance in Attachment 1, EP Program Maintenance Checklist.

2.4.4 Ensuring documentation of major element demonstration as indicated on Attachment 3, Emergency Plan 6 Year Element Demonstration.

2.4.5 Ensuring critiques of exercises, drills, and actual events are conducted, documented, and that deficiencies are addressed in accordance with plant corrective action practices.

2.4.6 Ensuring that EPIPs are reviewed through feedback from the following sources:

2.4.6.1 Daily use.

2.4.6.2 Drills and exercises.

2.4.6.3 Actual events.

2.4.6.4 Training.

2.4.6.5 Annual EPIP review as indicated on Attachment 4, EPIP Annual Review.

3. REFERENCES

3.1 CODES AND STANDARDS

3.1.1 NPPD Emergency Plan for CNS.

3.1.2 NUREG 0654, Revision 1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants.

3.1.3 10CFR50, Domestic Licensing of Production and Utilization Facilities.

3.1.4 Generic Letter #GL 93-01, Emergency Response Data System Test Program.

3.2 PROCEDURES

3.2.1 Administrative Procedure 0-EP-02, Configuration Control of The Automated Notification System (ANS).

3.2.2 Administrative Procedure 0-PI-01, Performance Indicator Program.

3.2.3 Radiological Protection Procedure 9.EPIN.1, Emergency Air Samplers.

3.2.4 Radiological Protection Procedure 9.INST.58, Portable Beta-Gamma Counting Instruments.

3.2.5 Radiological Protection Procedure 9.RADOP.7, Personnel Contamination.

3.3 MISCELLANEOUS

3.3.1 QA Finding 92-1900-24.

3.3.2 RCR 2002-0014.

3.3.3 EPDG #2, Emergency Preparedness Department Guide #2.

3.3.4 RCR 2001-0075 (QA Audit 01-01).

3.3.5 RCR 2002-0520 (QA Audit 02-03).

3.3.6 RCR 2002-0606.

3.4 NRC COMMITMENTS

3.4.1 © NUREG-0737, Item III.D.3.4, Section 5.2, Emergency Provisions (LQA 8000581-11). Commitment affects Step 30 on Attachment 7.

3.4.2 © NRC Inspection Report 01-04 (NLS2001081). Commitment affects Step 2.3.1 on Attachment 2.

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1. PURPOSE

This procedure provides notification and activation instructions in the event of a declared emergency at Cooper Nuclear Station (CNS). It provides instructions for the Public Affairs Duty Officer (PADO) to notify Corporate Communications and NPPD management. It also describes the functions of the Joint Information Center (JIC) and the responsibilities of the JIC staff in the event an emergency is declared at CNS.

2. PRECAUTIONS AND LIMITATIONS

- [] 2.1 The Emergency Director approves all written information releases prior to their release.
- [] 2.2 Accuracy in receiving information regarding an emergency at CNS is extremely important. Be sure the receiver of each message understands its content. Ensure the information is recorded concisely and the reporting official repeats the information and gives his name.

[] 2.3 Accuracy in releasing information regarding an emergency at CNS is also extremely important. Always coordinate with other information gatherers before any information is released to the media or the public.

[] 2.4 It is imperative that all media releases/briefings be documented.

3. REQUIREMENTS

[] 3.1 An emergency has been declared at CNS per Procedure 5.7.1.

4. INITIAL NOTIFICATION OF THE PADO

[] 4.1 The PADO shall be notified by pager of any emergency situation at CNS. The pager will display a return telephone number at CNS.

[] 4.2 The PADO shall immediately return a call to the telephone number provided and follow instructions given by the Automated Notification System (ANS). This will also provide the PADO with information on how to contact the CNS Communicator.

| [] 4.3 Obtain Procedure 5.7.6, Attachment 3, Cooper Nuclear Station Notification Report. Upon establishing contact with the CNS Communicator, identify yourself as the PADO and request all information from the Initial Cooper Nuclear Station Notification Report. In certain cases, the CNS Communicator may not be available to provide you the information via telephone in a timely manner. In such cases, a fax of the Initial Notification Report is acceptable.

| [] 4.4 Repeat the emergency information on Procedure 5.7.6, Attachment 3, back to the CNS Communicator, if received via telephone. Forward the Initial Notification Report to the Public Affairs Director.

[] 4.4.1 Request the CNS Communicator to fax all Notification Reports to you.

| [] 4.4.2 Notify the **Vice President - Nuclear** of an emergency situation at CNS and relay the information from Procedure 5.7.6, Attachment 3, Cooper Nuclear Station Notification Report.

| [] 4.4.3 Notify the **Chief Executive Officer (CEO)** or designee of an emergency situation at CNS and relay the information from Procedure 5.7.6, Attachment 3, Cooper Nuclear Station Notification Report.

- [] 4.5 Advise the CNS Communicator how to provide you further information. Give him a telephone number where you may be reached or tell him to continue to use the pager system.
- [] 4.5.1 IN THE EVENT THAT THE JIC NEEDS TO BE ACTIVATED DURING NORMAL OFFICE HOURS (JIC ACTIVATION IS REQUIRED AT A SITE AREA EMERGENCY OR HIGHER CLASSIFICATION. HOWEVER, THE PUBLIC AFFAIRS DIRECTOR AND/OR EMERGENCY DIRECTOR - CAN CHOSE TO ACTIVATE AT A LOWER CLASSIFICATION) - Request the NPPD General Office Receptionist to use the building paging system to announce the activation of the JIC. The Public Affairs Director has the responsibility to ensure the JIC is staffed and activated.
- [] **NOTE** - A print-out of qualified JIC personnel can be found in the Corporate Communications office, Public Affairs Director PIM, and the Facility Manager PIM.
- [] 4.5.2 In the event that the JIC needs to be activated during non-business hours, the Public Affairs Director has the responsibility to ensure members of the JIC staff are contacted and the JIC is activated.

5. PUBLIC AFFAIRS DIRECTOR

- [] 5.1 The Public Affairs Director (PAD) is responsible for the following:
 - [] 5.1.1 Ensuring appropriate JIC staff members have been notified that the JIC is activating.
 - [] 5.1.2 Conducting a roll call to verify JIC Emergency Response positions have been staffed.
 - [] 5.1.3 Obtaining a current plant status report from the Emergency Director.
 - [] 5.1.4 Conducting an initial meeting with key JIC personnel to ensure they are ready to assume their emergency response functions.
 - [] 5.1.5 Declaring the JIC operational.
 - [] 5.1.6 Contacting the EOF Director to inform him that the JIC is operational.
 - [] 5.1.7 Conducting initial and follow-up meetings with the JIC staff and other agencies to ensure everyone has the latest emergency status information.

- [] 5.1.8 Coordinating JIC public relations activities by ensuring following activities are performed:
 - [] 5.1.8.1 News conferences.
 - [] 5.1.8.2 Media monitoring.
 - [] 5.1.8.3 Rumor control.
 - [] 5.1.8.4 Employee information.
- [] 5.1.9 Contacting the CEO and update him on the emergency status.
- [] 5.1.10 Ensuring appropriate media representatives (AP, Omaha World Herald, etc.) are contacted and informed the JIC is functioning.
- [] 5.1.11 Providing the Governmental Affairs office with information concerning the emergency status at CNS.
- [] 5.1.12 Coordinating activities of the JIC with Media Representatives and moderate the news conferences (who speaks, when, where, etc.).
- [] 5.1.13 Taking notes in news conferences and assisting the designated Spokesperson, as necessary.
- [] 5.1.14 Ensuring "press releases" by NPPD are faxed to NRC Region IV Public Information Officer and NRC Operations Center. Fax numbers are located in the Emergency Telephone Directory.
- [] 5.1.15 Ensuring following are notified and provided with CNS status:
 - [] 5.1.15.1 LES Public Information.
 - [] 5.1.15.2 Mid American Energy Corporate Communications.
- [] 5.1.16 Providing status of JIC support efforts to EOF.
- [] 5.1.17 Providing follow-up contact with the EOF Director, Vice President - Nuclear, and CEO as needed.
- [] 5.1.18 The PAD will review the written information releases to ensure following items are included:
 - [] 5.1.18.1 Time of events and declaration.
 - [] 5.1.18.2 Points of contact and/or telephone numbers for news media.

- [] 5.1.19 The PAD will send the written information release to the Emergency Director for approval.
- [] 5.1.19.1 The PAD will issue the information release for final processing after receiving the Emergency Directors approval.

6. FACILITY MANAGER

- [] 6.1 The Facility Manager is responsible for following:
 - [] 6.1.1 Assuming responsibility for all office machines, supplies, and their environment throughout the course of the emergency.
 - [] 6.1.2 Ensuring tables and chairs are set up.
 - [] **NOTE** - Emergency Planning Implementing Procedures and Emergency Telephone Directories are located in JIC Cabinet #1. Equipment and supplies can be found in JIC Cabinet #2. Two fax machines for the JIC and two fax machines for the States are located in JIC Cabinet #3.
 - [] 6.1.3 Setting up and verifying operability of all communications equipment. If any equipment is found to be defective, make arrangements to replace or augment it.
 - [] 6.1.4 Ensuring equipment and supplies are available in the media briefing area (microphones, PA system, literature display, etc.).
 - [] 6.1.5 Establishing and maintaining security by stationing one person at the Board Room Entrance near the General Office Lobby to perform following:
 - [] 6.1.5.1 Register NPPD, State, Federal agency personnel, and media representatives names and affiliations. Ensure media representatives have Media Press Credentials.
 - [] 6.1.5.2 Direct media representatives to briefing area.
 - [] 6.1.5.3 If necessary, acquire additional Security personnel (i.e., Columbus Police Department and/or professional security contractor. Guard-Rite Security Services L.L.C. can be contacted at 402-644-8000 or 402-644-7054 (emergencies).
 - [] 6.1.6 Developing a 24 hour schedule for JIC personnel.

- ☐ 6.1.7 Obtaining clerical and administrative support for the JIC staff as necessary.
- ☐ 6.1.8 The Facility Manager will post a notice for the scheduled news conference near the briefing area.
- ☐ 6.1.9 Ensuring the JIC is cleaned up and the appropriate equipment is returned to the General Office when the facility is deactivated.

7. TECHNICAL BRIEFER

- ☐ 7.1 The Technical Briefer is responsible for following:
 - ☐ 7.1.1 Establishing contact with the EOF TIC.
 - ☐ 7.1.2 Receiving technical information for use by the designated Spokesperson in news conferences.
 - ☐ 7.1.3 Providing technical information to the Public Affairs Director (PAD).
 - ☐ 7.1.4 Assisting in the review of statements to the media by providing clarification of the technical data.
 - ☐ 7.1.4.1 The type, severity, and extent of the emergency at CNS.
 - ☐ 7.1.4.2 The plant's current status (i.e., stable, improving, or deteriorating).
 - ☐ 7.1.4.3 Any changes in the emergency classification.
 - ☐ 7.1.4.4 A description of the latest developments regarding the emergency situation.
 - ☐ 7.1.4.5 The prognosis for, or magnitude of, any radiological releases from the plant and the associated meteorological conditions.
 - ☐ 7.1.4.6 A description of those actions taken or currently being undertaken to mitigate the emergency and place the plant in a safe and stable condition.
 - ☐ 7.1.4.7 Forward the information release to the PAD.
 - ☐ 7.1.5 Organizing the appropriate technical information for use in development of news conferences and communiques.

- ☐ 7.1.6 Responding to technical questions that were asked by the media during news conferences and organize the appropriate responses for use in development of the upcoming news release, if necessary.

8. MEDIA MONITOR

- ☐ 8.1 The Media Monitor is responsible for following:
 - ☐ 8.1.1 Assisting in assembling equipment necessary for operation of the public information effort.
 - ☐ 8.1.2 Monitoring and recording radio and television network newscasts, particularly the EAS stations associated with CNS. Inform Public Affairs Director (PAD) of any misinformation being generated by or through the media.
 - ☐ 8.1.3 Remaining available to PAD for media monitoring assignments relative to emergency response by the District.

9. DESIGNATED SPOKESPERSON

- ☐ 9.1 The designated Spokesperson is responsible for following:
 - ☐ 9.1.1 The designated Spokesperson will represent NPPD during news conferences and present prepared statements to the media.

10. PUBLIC INFORMATION OFFICER

- ☐ 10.1 The Public Information Officer (PIO) is responsible for:
 - ☐ 10.1.1 Making arrangements for two laptops and one printer to be brought to the JIC facility.
 - ☐ 10.1.2 Coordinating activities with Public Information Officers from other agencies (state and federal).
 - ☐ 10.1.3 The PIO will prepare written information releases for the news media and the public as needed.
 - ☐ 10.1.4 Assisting with the rumor control function in the JIC.
 - ☐ 10.1.5 Assisting with response to public inquiries, if necessary.
 - ☐ 10.1.6 Responding to public inquiry calls directed to NPPD at the JIC in cooperation with State and Federal personnel.
 - ☐ 10.1.7 Provide support to the District's designated Spokesperson.

11. RUMOR CONTROL ACTIVITIES

- ☐ 11.1 Rumor control personnel shall relay rumors or misinformation and trends in information to the Public Affairs Director (PAD).
 - ☐ 11.1.1 PAD will ensure rumors and misinformation are addressed in a timely manner in either a news conference or a telephone call.
 - ☐ 11.1.2 As appropriate, rumors or misinformation regarding state or county activities will be referred to the state or county Public Information Officer located in the JIC.

12. PREPARATION AND APPROVAL OF WRITTEN INFORMATION (PRESS) RELEASES

- ☐ 12.1 At a minimum, written information releases should be prepared following activation of the JIC and cancellation of the emergency (i.e., resumption of normal plant operations); however, written information releases should be prepared as events related to the emergency dictate to ensure the news media and the public are kept informed, and to preclude the dissemination of misinformation. Such information releases should also be prepared when a change in emergency classification occurs.
- ☐ 12.2 The Public Information Officer will prepare written information releases for the news media and the public as needed.
- ☐ 12.3 The Technical Briefer will ensure the information release is accurate with regard to following:
 - ☐ 12.3.1 The type, severity, and extent of the emergency at CNS.
 - ☐ 12.3.2 The plant's current status (i.e., stable, improving, or deteriorating).
 - ☐ 12.3.3 Any changes in the emergency classification.
 - ☐ 12.3.4 A description of the latest developments regarding the emergency situation.
 - ☐ 12.3.5 The prognosis for, or magnitude of, any radiological releases from the plant and the associated meteorological conditions.
 - ☐ 12.3.6 A description of those actions taken or currently being undertaken to mitigate the emergency and place the plant in a safe, stable condition.
 - ☐ 12.3.7 Forward the information release to the Public Affairs Director (PAD).

- ☐ 12.4 The PAD will review the written information releases to ensure following items are included:
 - ☐ 12.4.1 Time of events and declaration.
 - ☐ 12.4.2 Points of contact and/or telephone numbers for news media.
- ☐ 12.5 The PAD will send the written information release to the Emergency Director for approval.
 - ☐ 12.5.1 The PAD will generate the information release for final processing after receiving the Emergency Directors approval.
- ☐ 12.6 DISTRIBUTION OF WRITTEN INFORMATION RELEASES
 - ☐ 12.6.1 The PAD's Secretary will distribute copies of the written information releases to following:
 - ☐ 12.6.1.1 Facility Manager for inclusion on the media materials desk.
 - ☐ 12.6.1.2 Federal and State Public Information Officers in the JIC.
 - ☐ 12.6.1.3 Fax copies to the Governmental Affairs Office, NRC Region IV Public Information Officer, NRC Operations Center, LES Public Information, and Mid American Energy Corporate Communications. Fax numbers are located in the Emergency Telephone Directory.

13. NEWS CONFERENCES

- ☐ 13.1 News conferences should be conducted as events related to the emergency dictate; however, it is recommended, at a minimum, news conferences be conducted at least once each day, until such time that the plant has been placed in a safe and stable condition.
- ☐ 13.2 The Public Affairs Director (PAD) should schedule news conferences held in the JIC and announce the time to the media representatives, if possible.
- ☐ 13.3 The Facility Manager will post a notice for the scheduled news conference near the briefing area.
- ☐ 13.4 Prior to the news conference the designated Spokesperson, PAD, Public Information Officer, and the appropriate State and Federal personnel shall meet to discuss the content and organization of the news conference.
- ☐ 13.5 The PAD should serve as the moderator for all news conferences.

- ☐ 13.6 The designated Spokesperson will present prepared statements to the media during news conferences.
- ☐ 13.7 The Technical Briefer should respond to technical questions that were asked by the media during news conferences and organize the appropriate responses for use in development of the upcoming news release, if necessary.

14. EMPLOYEE INFORMATION ACTIVITIES

- ☐ 14.1 Contact NPPD Regional System Control (Norfolk and Kearney), Transmission Control Center (Doniphan), Gerald Gentleman Station, and Sheldon Station and:
 - ☐ 14.1.1 Inform the area Managers of the emergency status at CNS. Updates need to be sent out as appropriate.
- ☐ 14.2 Contact the Customer Care Call Center in Norfolk and have them update the Customer Care Manager or designee of the emergency status at CNS.
- ☐ 14.3 Notify PAD immediately upon completion of these tasks.
- ☐ 14.4 Update the area Managers, as appropriate.
- ☐ 14.5 Respond to telephone requests for information, as necessary.

15. RECOVERY

- ☐ 15.1 The Emergency Director at CNS evaluates the effectiveness of corrective actions taken at the Station and determines if the emergency is under control as discussed in Section 9 of the NPPD Emergency Plan for CNS. When the emergency is determined to be under control and at the direction of the Emergency Director, a Recovery Panel is activated. The Panel may consist of following personnel:
 - ☐ 15.1.1 Emergency Director.
 - ☐ 15.1.2 Emergency Operations Facility Director (EOF).
 - ☐ 15.1.3 Technical Support Center Director (TSC).
 - ☐ 15.1.4 Public Affairs Director (JIC).
 - ☐ 15.1.5 Radiological Control Manager (EOF).

- ☐ 15.2 Accuracy in releasing information regarding an emergency at CNS is extremely important. Always coordinate and verify information before a statement is made to the media or the public.
- ☐ 15.3 All actions necessary during recovery operations cannot be anticipated. Most actions necessary during recovery from an accident at CNS will be dependent upon the conditions of the event. Personnel need to be alert, anticipate and identify problem situations, and communicate effectively.
- ☐ 15.4 When the Recovery Panel is activated by the Emergency Director at CNS, JIC activities will be as follows:
 - ☐ 15.4.1 The Public Affairs Director will represent the JIC on the Recovery Panel by conference call.
 - ☐ 15.4.2 Notifying JIC personnel of Recovery Panel activation.
 - ☐ 15.4.3 Providing input to the Recovery Panel, as appropriate.
 - ☐ 15.4.4 Providing Legislative Affairs office with current emergency information.
- ☐ 15.5 When Recovery Panel activities are terminated, JIC activities will be as follows:
 - ☐ 15.5.1 The Public Affairs Director will:
 - ☐ 15.5.1.1 Brief JIC personnel of any Recovery Panel decisions and information, as appropriate.
 - ☐ 15.5.1.2 Ensure the Facility Manager is informed of the CNS emergency status and expected time frame for future actions.
 - ☐ 15.5.1.3 Instruct JIC personnel to continue with facility activities.
- ☐ 15.6 When the decision has been made to initiate the Recovery Organization, JIC activities will be as follows:
 - ☐ 15.6.1 The Public Affairs Director
 - ☐ 15.6.1.1 Notify JIC personnel of the decision to activate the Recovery Organization.
 - ☐ 15.6.1.2 Contact the Vice President - Nuclear to discuss the expected time frame for maintaining JIC activities.

- ☐ 15.6.1.3 Deactivate the JIC, as necessary.
- ☐ 15.6.1.4 Provide Legislative Affairs office with emergency and recovery operation information.
- ☐ 15.7 Overall activities of the JIC after activation of the Recovery Organization are as follows:
 - ☐ 15.7.1 Support the CEO and his interface with District Board members as well as other governmental officials.
 - ☐ 15.7.2 Ensure all NPPD information provided to state and federal organizations and media sources is current and correct.
 - ☐ 15.7.3 Ensure all NPPD information is relayed to the public in a timely manner and without distortion.
 - ☐ 15.7.4 Ensure sources of misinformation are located and erroneous information is corrected.

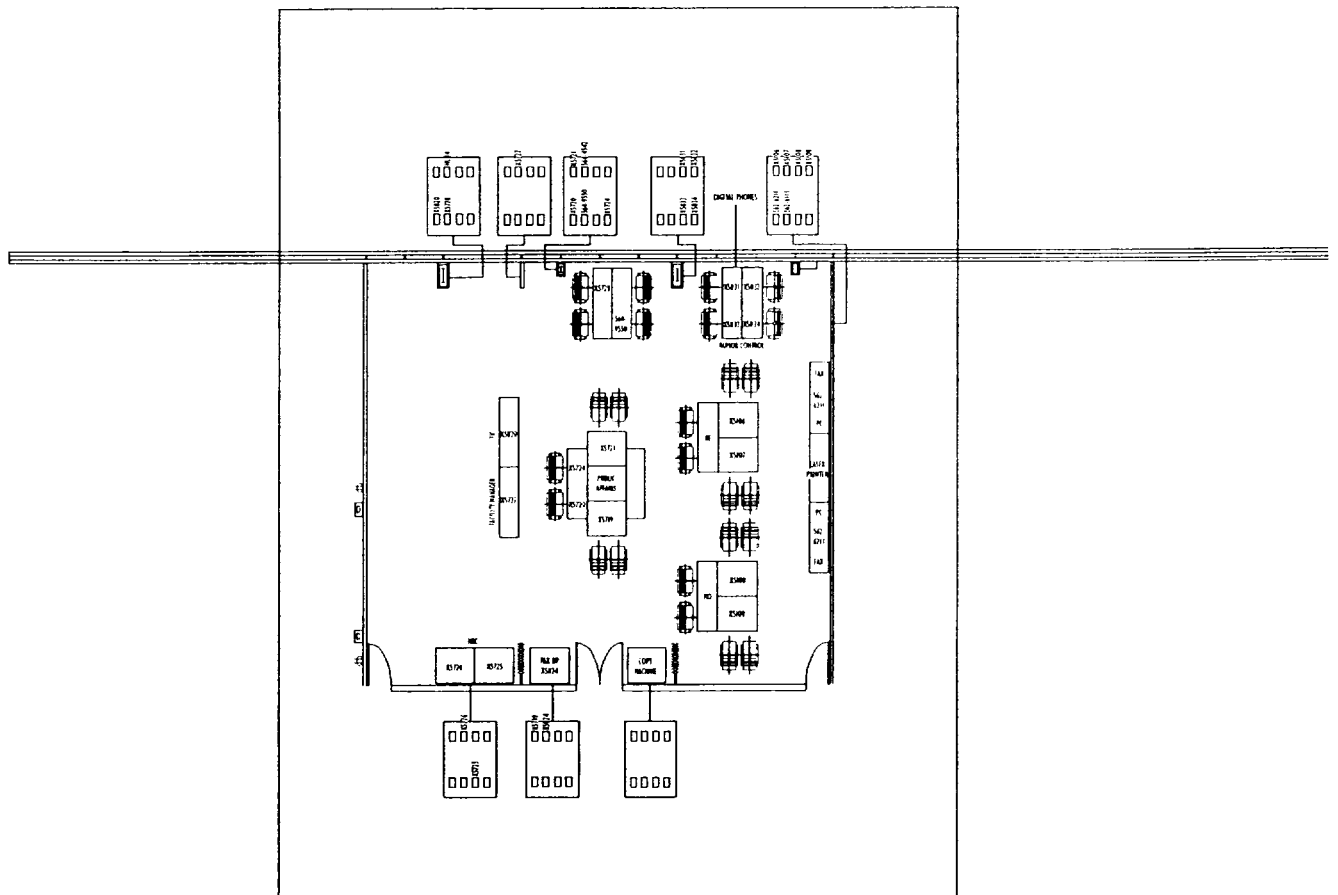
16. DEACTIVATION OF THE JIC

- ☐ 16.1 The Facility Manager shall supervise the deactivation of the JIC.
- ☐ 16.2 All personnel shall restore their work stations to the pre-emergency configurations.
- ☐ 16.3 All personnel shall surrender their logs and other records to the Facility Manager.
- ☐ 16.4 The Facility Manager shall forward all logs and other records to the Emergency Preparedness Office at CNS.

The person carrying the pager is responsible for the following:

1. Keep the pager "ON" at all times when scheduled to carry the pager.
2. Familiarity with the operation of the digital display pager, how it operates, what the codes mean, how to reset the pager, etc. If you have questions about the pager use or need an additional copy of the pager operating instructions, contact the CNS Emergency Preparedness Department.
3. Report to the JIC, as appropriate, when the pager is activated for an emergency as indicated by the display on the pager. The following codes will be displayed on the pager.

<u>PAGER CODES AND INFORMATION/ACTIONS SUMMARY</u>	
CODE	RESPONSE TO CODE
100	NOUE: EP AND PADO RESPONSE ONLY
222	RESPONSE TO CNS IF FIT FOR DUTY
333	RESPOND TO THE ALTERNATE EOF IF FIT FOR DUTY
600	DRILL ERO CALL IN TEST
622	DRILL - RESPOND TO CNS IF FIT FOR DUTY
633	DRILL - RESPOND TO THE ALTERNATE EOF IF FIT FOR DUTY



5-7-23A

Figure 1

1. DISCUSSION

- 1.1 The CNS Control Room makes the initial notification to General Office Emergency Response personnel upon declaration of an emergency classification. The JIC may be placed on standby during an ALERT and will be manned and activated upon the declaration of a SITE AREA EMERGENCY or GENERAL EMERGENCY.

- 1.2 As discussed in the NPPD Emergency Plan for CNS, the JIC is a media briefing area. At this site, NPPD coordinates press briefings with state and federal emergency response personnel. During an emergency response, the major function of the JIC is:
 - 1.2.1 Coordinate the development and dissemination of information to the news media.
 - 1.2.2 Conduct media monitoring.
 - 1.2.3 Maintain rumor control.
 - 1.2.4 Provide NPPD employees with information concerning the emergency.

- 1.3 The JIC is located in the third floor Conference Rooms of the Columbus General Office Building. Attachment 2 shows the floor plan of the JIC.
 - 1.3.1 At a minimum during emergency response activities, the JIC should be staffed with following personnel:
 - 1.3.1.1 Public Affairs Director.
 - 1.3.1.2 Technical Briefer.
 - 1.3.1.3 Public Information Officer.

- 1.4 POSITION INSTRUCTION MANUALS (PIMs)
 - 1.4.1 Positional Instruction Manuals (PIMs) contain positional checklists for the activation and operation of the JIC and are to be utilized by all JIC positions. PIMs are numbered and controlled by the Emergency Preparedness Department, labeled by ERO position, and are located in JIC Cabinet #1.
 - 1.4.1.1 Public Affairs Director - PIM #1.
 - 1.4.1.2 Public Affairs Director Secretary - PIM #2.

1.4.1.3 Designated Spokesperson - PIM #3.

1.4.1.4 Facility Manager - PIM #4.

1.4.1.5 Technical Briefer - PIM #5.

1.4.1.6 Media Monitor - PIM #6.

1.4.1.7 Public Information Officer - PIM #7.

1.4.1.8 Rumor Control - PIM #8.

1.4.1.9 Employee Information - PIM #9.

2. REFERENCE

2.1 Emergency Plan Implementing Procedure 5.7.1, Emergency Classification.

2.2 Emergency Plan Implementing Procedure 5.7.6, Notification.

CNS OPERATIONS MANUAL EPIP PROCEDURE 5.7.25 RECOVERY OPERATIONS	USE: REFERENCE EFFECTIVE: 6/26/02 APPROVAL: SORC OWNER: J. G. KELSAY DEPARTMENT: EP
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1.	PURPOSE	1
2.	PRECAUTIONS AND LIMITATIONS	1
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4.	DETERMINATION OF STATION DAMAGE AND CONTAMINATION	2
5.	REPAIR, MODIFICATION, AND DECONTAMINATION	3
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1. PURPOSE

This procedure describes the general guidelines used to determine whether or not an emergency is under control, the damage and radiological surveys necessary prior to recovery operations, and the organizational control of recovery operations.

2. PRECAUTIONS AND LIMITATIONS

- ☐ 2.1 Following any emergency involving radiological hazards, exposure to personnel should be kept as low as reasonably achievable consistent with the nature of the recovery operation required.
- ☐ 2.2 Recovery operations commence with the station in a controlled, stable condition. No action is to be taken which might jeopardize this condition without the approval of the Site Vice President.
- ☐ 2.3 Continually monitor station conditions. Be prepared to re-escalate the Emergency Class should conditions degrade.

3. REQUIREMENTS

- ☐ 3.1 Ensure the following equipment and materials are available, as needed:
 - ☐ 3.1.1 Recovery operations will be performed using existing station equipment to the maximum extent possible. Special and/or additional equipment will be obtained when required to complete the recovery operation in a safe and efficient manner.
- ☐ 3.2 Radiation levels are stable or decreasing with time.
- ☐ 3.3 Releases of radioactive materials to the environment have ceased or are controlled within permissible license limits.

☐ 3.4 Fire, flooding, or other similar emergency conditions no longer constitute a hazard to the station or station personnel.

☐ 3.5 Measures have been successfully instituted to correct or compensate for malfunctioning equipment or barriers designed to contain radioactive materials.

4. DETERMINATION OF STATION DAMAGE AND CONTAMINATION

☐ 4.1 INITIAL STATION SURVEY

☐ 4.1.1 For known or significant station damage, and at the discretion of the Plant Manager, survey teams will be formed consisting of Operations, Engineering, Maintenance, and Radiological Protection personnel.

☐ 4.1.2 These teams, following pertinent guidance contained in Procedure 5.7.15, will perform an organized survey of the station to ascertain the extent of physical damage and areas of contamination/high radiation. The results of these initial surveys will be used by the Plant Manager and Radiological Manager in planning the detailed surveys described below.

☐ 4.2 DETAILED STATION SURVEYS

☐ 4.2.1 Using the information obtained above, the Radiological Manager will dispatch properly equipped Radiological Protection Technicians to perform detailed surveys of any areas known to contain radiological hazards.

☐ 4.2.1.1 Each area shall be posted and access controlled per Radiological Protection procedures.

☐ 4.2.1.2 Station Radiological Survey Maps will be used to record the boundaries of these areas.

☐ 4.2.1.3 Station Chemistry Technicians may be dispatched to take and analyze a reactor coolant sample if conditions dictate.

☐ 4.2.1.4 Provisions have been made to take and analyze coolant and containment samples within 3 hours of the time a decision is made that samples are required.

5. REPAIR, MODIFICATION, AND DECONTAMINATION

[] 5.1 PLANNING

- [] 5.1.1 Activities such as modification, decontamination, installation, repair, and maintenance of existing station system components and determining the need for additional manpower, portable shielding, special procedures, environmental concerns, etc., will be discussed, prioritized, and planned.
- [] 5.1.2 Scheduling Manager and Maintenance Manager will develop an overall schedule to guide, track, and expedite the recovery effort.

[] 5.2 TRAINING

- [] 5.2.1 CNS Training Manager will coordinate the development and conduct of specific training for personnel needed to assist in recovery operations. Special training materials will be developed and training conducted as needed for special work tasks.

[] 5.3 RECOVERY IMPLEMENTATION

- [] 5.3.1 Normal station practices will be followed concerning maintenance, repair, modification, decontamination, and personnel exposure control wherever practical.
- [] 5.3.2 Radiological Manager, in coordination with state and federal officials, will periodically estimate total population exposure.
- [] 5.3.3 As recovery operations proceed, any unforeseen problems encountered will be evaluated and factored into the recovery plan. The schedule will be adjusted accordingly.
- [] 5.3.4 Technical Specification, Technical Requirements Manual, and Off-Site Dose Assessment Manual compliance will be verified prior to resuming normal station operations.

6. NRC RESPONSE

- [] 6.1 During an accident, NRC response may be expected for all severe events resulting in the declaration of an Emergency Classification. Provisions have been made to accommodate these co-located, advisory personnel.

[] 6.2 POST-ACCIDENT

- [] 6.2.1 Depending upon the severity of the event or equipment involved, the NRC may decide to form an Incident Investigation Team for dispatch to the site. Every effort will be made to accommodate and cooperate with this team in their investigation. The primary contact for this team will be the Site Vice President.

1. DISCUSSION

- 1.1 Recovery operations allow for the smooth transition from Emergency Response Organization operations to normal operations with the safety of the public and station personnel being of the utmost priority.
- 1.2 Based on the consideration of general guidelines, the Emergency Director shall determine the emergency to be under control and activate the Recovery Panel as per Section 9.0 of the Emergency Plan.
- 1.3 The purpose of the Recovery Panel is to evaluate emergency termination considerations, plant status parameters, and plan for and implement recovery operations. Based upon Recovery Panel discussions, the Site Vice President or designee may initiate the Recovery Organization.
- 1.4 The Recovery Organization as defined in Section 9.0 of the Emergency Plan is made up of the normal Nuclear Power Group organization as Recovery operations will be handled much the same as outage operations, under the control of the Site Vice President or designee.

2. REFERENCES

2.1 CODES AND STANDARDS

- 2.1.1 NPPD Emergency Plan for CNS.
- 2.1.2 NUREG 0654, Revision 1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants.
- 2.1.3 NUREG 0737, Clarification of TMI Action Plan Requirements, November 1980.

2.2 PROCEDURES

- 2.2.1 Emergency Plan Implementing Procedure 5.7.15, OSC Team Dispatch.
- 2.2.2 Emergency Plan Implementing Procedure 5.7.23, Activation of the JIC.