

Entergy

Indian Point 3

AP-18.2
Revision 10

Attachment 1
Page 1 of 1

		CONTROLLED DOCUMENT TRANSMITTAL FORM	
TO: DISTRIBUTION		DATE 8/29/2002	TRANSMITTAL NO: 27181
FROM: IP3 DOCUMENT CONTROL GROUP		EXTENSION: 2038	
<p>The Document(s) identified below are forwarded for use. In accordance with AP-18.2, please review to verify receipt, incorporate the document(s) into your controlled document file, properly disposition superseded, void, or inactive document(s). Sign and return the receipt acknowledgement below within fifteen (15) working days.</p>			
AFFECTED DOCUMENT		EMERGENCY PLAN PROCEDURES:	UNIT 3
DOC #	REV #	TITLE	INSTRUCTIONS
<p>***** SEE ATTACHED FOR INSTRUCTIONS *****</p> <p>*PLEASE NOTE EFFECTIVE DATES*</p>			
<p>RECEIPT OF THE ABOVE LISTED DOCUMENT(S) IS HEREBY ACKNOWLEDGED. I CERTIFY THAT ALL SUPERSEDED, VOID, OR INACTIVE COPIES OF THE ABOVE LISTED DOCUMENT(S) IN MY POSSESSION HAVE BEEN REMOVED FROM USE AND ALL UPDATES HAVE BEEN PERFORMED IN ACCORDANCE WITH EFFECTIVE DATE(S) (IF APPLICABLE) AS SHOWN ON THE DOCUMENT(S).</p>			
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A045

TO: Nuclear Regulatory Commission

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FROM: IPEC Emergency Planning

SUBJECT: Emergency Planning Document Update

Date: 8/21/02

Please update your controlled copy of the documents listed below as specified with the copy(s) attached.

Please sign this memo indicating that you have completed the update as specified and return to:

Entergy Nuclear
Indian Point Nuclear Generating Station
Records and Documents Department
Broadway & Bleakley Aves.
Buchanan, NY 10511
Attn: Document Custodian

Document #	Document Name	New Rev. #/ Date	Old Rev. #/ Date	Instructions
U3	Volume II Emergency Response Activation Implementing Procedures			
TOC	Table of Contents	8/02	7/11/02	Replace entire document
IP-2001	Emergency Director (ED), Plant Operations Manager (POM), Shift Managers (SM) Procedure	16	15	Replace entire document
IP-2201	OSC Manager	9	8	Replace entire document
IP-2310	EOF Onsite Radiological Communicator	4	3	Replace entire document
IP-2500	Security Emergency Activation Responsibilities	12	11	Replace entire document
U3	Volume III Emergency Plan Implementing Procedures	New Rev. #/Date	Old Rev. #/Date	Instructions
TOC	Table of Contents	8/02	7/11/02	Replace entire document
IP-1050	Accountability	28	27	Replace entire document
IP-1054	Search and Rescue Teams	11	10	Replace entire document

Update completed as specified: _____

DISTRIBUTION CONTROL LIST

Document Name: EMER PLAN

CC_NAME	NAME	DEPT	LOCATION
1	PLANT MANAGER'S OFFICE	UNIT 3 /ADMINISTRATION	45-3-B
2	EP/TRAINING ADMINISTRATOR	TRAINING	#48
3	RES DEPARTMENT MANAGER	RES DEPARTMENT	45-4-A
4	REFERENCE LIBRARY	RECORDS (TRNG BLDG)	#48
9	JOINT NEWS CENTER	EMERGENCY PLANNING	EOF
10	SHIFT MGR. (LUB-001-GEN)	OPERATIONS	IP3
11	CONTROL ROOM & MASTER	OPS (3PT-D001-D006 ONLY)	IP3
14	EOF	E-PLAN	EOF
16	AEOF/A.GROSJEAN	E-PLAN (EOP'S ONLY)	WPO-12D
19	NUC ENGINEERING LIBRARY	WPO DOCUMENT CONTROL	WPO/7A
22	RESIDENT INSPECTOR	US NRC	45-2-B
23	MCNAMARA N	NRC	OFFSITE
24	MCNAMARA N	NRC	OFFSITE
25	DOCUMENT CONTROL DESK	NRC	OFFSITE
28	AVRAKOTOS N	J A FITZPATRICK	OFFSITE
29	E-PLAN STAFF	E-PLAN	EOF
30	E-PLAN STAFF	E-PLAN	EOF
31	BARANSKI J (VOLUME I ONLY)	ST. EMERG. MGMT. OFFICE	OFFSITE
32	MURPHY L - (VOLUME I ONLY)	DISASTER & EMERGENCY	WESTCHESTR
33	LONGO N (VOLUME I ONLY)	EMERGENCY SERVICES	ROCKLAND
34	GREENE D (VOLUME I ONLY)	DISASTER & CIVIL DEFENSE	ORANGE
35	RAMPOLLA M (VOLUME I ONLY)	OFFICE OF EMERG MANAGE	PUTNAM
41	SIMULATOR	TRAINING	48-2-A
319	C.STELLATO	NRQ-OPS / TRAINING	#48
354	L.GRANT	LRQ-OPS / TRAINING	#48
376	E-PLAN STAFF	E-PLAN	EOF
424	OPS-INSTR (LL'S 1 COPY)	J. CHIUSANO/TRAINING	#48
510	L.GRANT	LRQ-OPS / TRAINING	#48
511	L.GRANT	LRQ-OPS / TRAINING	#48
512	C.STELLATO	NRQ-OPS / TRAINING	#48
513	C.STELLATO	NRQ-OPS / TRAINING	#48
517	PLANT MANAGER'S OFFICE	ADMIN/(IPEC ONLY)	IP2
518	DOCUMENT ROOM	TSC (IPEC ONLY)	UNIT 2
519	TSC	UNIT 2 (IPEC ONLY)	IP2
520	CONTROL ROOM (UNIT 2)	OPERATIONS (IPEC ONLY)	IP2
521	SIMULATOR (UNIT 2)	TRAIN/CENTER (IPEC ONLY)	48-2-A
522	NRC RESIDENT (UNIT2)	US NRC (IPEC ONLY)	IP2
523	ROBERT VOGLE (UNIT 2)	TRAINING LIBRARY	OFFSITE
524	JOHN MCCANN (UNIT 2)	NUC SAFETY/LICENSING	IP2

ENTERGY NUCLEAR NORTHEAST
 INDIAN POINT NO. 3 NUCLEAR POWER PLANT
 EMERGENCY PLAN - VOLUME II
 EMERGENCY RESPONSE ACTIVATION

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IC/EAL'S INITIATING CONDITIONS AND EMERGENCY ACTION LEVELS	9	-	07/02
<u>CONTROL ROOM</u>			
IP-2000 Emergency Activation of the Control Room (CR)	4	-	09/98
IP-2001 Emergency Director (ED), Plant Operations Manager (POM), Shift Manager (SM) Procedure	16	-	08/21
IP-2002 CR Health Physics Technician	3	-	02/99
IP-2003 CR Watch Chemist	6	-	07/02
IP-2004 CR Clerk	3	-	09/00
IP-2005 CR Offsite Communicator	2	-	06/01
IP-2006 CR Direct-Line Communicator	4	-	10/99
<u>TECHNICAL SUPPORT CENTER (TSC)</u>			
IP-2100 Emergency Activation of the Technical Support Center (TSC)	4	-	11/00
IP-2101 Technical Support Center (TSC) Manager	9	-	02/01
IP-2102 TSC Communicator(s)	3	-	12/98
IP-2103 TSC SPDS Computer Operator	4	-	08/99
IP-2104 TSC Video Operator	2	-	06/01
IP-2105 TSC Accountability Officer	VOID	-	N/A
IP-2106 TSC Clerk	5	-	06/99
<u>OPERATIONS SUPPORT CENTER (OSC)</u>			
IP-2200 Emergency Activation of the Operations Support Center (OSC)	6	-	11/00
IP-2201 Operations Support Center (OSC) Manager	9	-	08/02
IP-2202 OSC Direct-Line Communicator	2	-	12/98
IP-2203 OSC Dispatcher	3	-	07/02
IP-2204 OSC Team Leaders	3	-	06/02
IP-2205 OSC H.P. Team Leader	8	-	10/99
IP-2206 OSC Accountability Officer	VOID	-	N/A
IP-2207 OSC Clerk	5	-	06/99
IP-2208 OSC Security Team Leader	4	-	03/02
IP-2209 OSC H.P. Technician	4	-	12/97
IP-2210 OSC Dosimetry Technician	3	-	06/98
IP-2211 OSC Chemistry Team Leader	2	-	03/00

ENTERGY NUCLEAR NORTHEAST
INDIAN POINT NO. 3 NUCLEAR POWER PLANT
EMERGENCY PLAN - VOLUME II
EMERGENCY RESPONSE ACTIVATION

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IP-2300	Emergency Activation of the Emergency Operations Facility (EOF)	5	-	11/00
IP-2301	Emergency Director Replaced by IP-EP-255	VOID	-	N/A
IP-2302	EOF Technical Advisor and Information Liaison	10	-	07/02
IP-2303	EOF Radiological Assessment Team Leader (RATL)	5	-	11/00
IP-2304	EOF Dose Assessment Health Physicist	5	-	07/02
IP-2305	EOF MIDAS Operator	4	-	03/00
IP-2306	EOF Security Officer	7	-	12/98
IP-2307	EOF Clerk	5	-	10/99
IP-2308	EOF Direct-Line Communicator	4	-	03/00
IP-2309	EOF Offsite Communicator	4	-	09/00
IP-2310	EOF Onsite Radiological Communicator	4	-	08/02
IP-2311	EOF Offsite Radiological Communicator	4	-	06/99
IP-2312	EOF Public Relations Liaison	VOID	-	N/A
IP-2313	EOF Public Relations Technical Advisor	VOID	-	N/A
IP-2314	EOF Radiological Assessment Monitor	VOID	-	N/A
 <u>ALTERNATE EMERGENCY OPERATIONS FACILITY (AEOF)</u>				
IP-2400	Emergency Activation of the Alternate Emergency Operations Facility (AEOF) Replaced by IP-EP-251	VOID	-	N/A
 <u>SECURITY ACTIVATION</u>				
IP-2500	Security Emergency Activation Responsibilities	12	-	08/02
 <u>RECOVERY/TERMINATION</u>				
IP-2600	Emergency Termination and Transition to Recovery Replaced by IP-EP-610	VOID	-	N/A
IP-2601	Recovery Manager Replaced by IP-EP-610	VOID	-	N/A
IP-2602	Development of a Recovery Action Plan Replaced by IP-EP-610	VOID	-	N/A
IP-2603	Recovery Support Group Manager	1	-	07/02
EP-FORMS SECTION - Index		07/02		
APPENDIX `A'	- ROSTER I	07/02		
	ROSTER II	07/02		
	ROSTER III	06/02		
APPENDIX `B'	- Emergency Offsite Telephone List	06/02		
APPENDIX `C'	- Emergency Response Facility Telephone List	06/02		

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

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IP-1001	Determining the Magnitude of Release Replaced by IP-EP-310	VOID	N/A
IP-1002	Post-Accident Monitoring of Noble Gas Concentration in Plant Vent	4	02/99
IP-1003	Obtaining Meteorological Data Replaced by IP-EP-510	VOID	N/A
IP-1004	Midas Computer System Replaced by IP-EP-510	VOID	N/A
<u>Environmental Monitoring</u>			
IP-1011	Offsite Monitoring/Site Perimeter Surveys	24	05/99
IP-1012	Emergency Airborne Activity Determination	4	02/99
IP-1015	Post-Accident Environmental Sampling and Counting	7	12/98
<u>Protective Actions</u>			
IP-1017	Protective Action Recommendations for the Offsite Population Replaced by IP-EP-410	VOID	N/A
IP-1019	Emergency Use of Potassium Iodide (KI)	9	11/97
<u>Personnel Injury</u>			
IP-1021	Radiological Medical Emergency	25	06/98
IP-1023	Use and Set Up of the IP3 Personnel Decon Suite	VOID	N/A
<u>Damage Assessment</u>			
IP-1025	Repair and Corrective Action Teams	12	12/98
IP-1027	Emergency Personnel Exposure	12	12/97
IP-1028	Core Damage Assessment	9	06/98
<u>Notification and Communication</u>			
IP-1038	Offsite Emergency Notifications	26	09/01
IP-1039	Emergency Response Data System (ERDS) Activation and Testing	4	02/01

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

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IP-1040	Habitability of the Emergency Response Facilities and Assembly Areas	16	11/97
IP-1041	Personnel Monitoring for EOF, TSC, OSC and Control Room Personnel	VOID	N/A
<u>Accountability and Evacuation</u>			
IP-1050	Accountability	28	08/02
IP-1053	Evacuation of Site	13	03/02
IP-1054	Search and Rescue Teams	11	08/02
<u>Non-Radiological Emergencies</u>			
IP-1052	Hazardous Waste Emergency	8	07/02
IP-1055	Fire Emergency Response	15	04/02
IP-1056	Directing Fire Fighting Personnel in Controlled Area	VOID	N/A
IP-1057	Natural Phenomena Emergency	8	10/01
IP-1058	Earthquake Emergency	VOID	N/A
IP-1059	Air Raid Alert	7	05/01
<u>H.P. Release Surveys and Decontamination</u>			
IP-1060	Personnel Radiological Check and Decontamination	11	02/98
IP-1063	Vehicle/Equipment Radiological Check and Decontamination	11	11/97
<u>Emergency Equipment and Maintenance</u>			
IP-1070	Periodic Inventory of Emergency Plan Equipment	31	02/01
IP-1076	Roster Notification Methods	26	05/02
IP-1080	Conduct of Emergency Exercises and Drills	VOID	N/A
IP-1085	Maintenance of Emergency Preparedness at IP-3	VOID	N/A



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EMERGENCY PLAN PROCEDURES

PROCEDURE NO. IP-2001 REV. 16

TITLE: EMERGENCY DIRECTOR (ED), PLANT OPERATIONS MANAGER (POM), SHIFT MANAGER (SM) PROCEDURE

THIS PROCEDURE IS TSR **X**

THIS PROCEDURE IS NOT TSR

WRITTEN BY: *Debecca A Martin* 8/29/02
SIGNATURE/DATE

REVIEWED BY: *J Brown* 8/20/02
SIGNATURE/DATE

APPROVED BY: *J O'Neill* 8/21/02
SIGNATURE/DATE

EFFECTIVE DATE: _____

PROCEDURE USE IS
REFERENCE

EMERGENCY DIRECTOR (ED), PLANT OPERATIONS MANAGER (POM),
SHIFT MANAGER (SM) PROCEDURE

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5.7	Alert Flowchart for the Control Room POM/SM with ED Staffed at EOF	
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5.9	General Emergency Flowchart for the Control Room POM/SM with ED Staffed at EOF	
5.10	Plant Operations Manager (POM) Flowchart for Severe Accident Management (SAM)	
5.11	SM/POM's Actions for an IP2 Event	

IP-2001

EMERGENCY DIRECTOR (ED); PLANT OPERATIONS MANAGER (POM),
SHIFT MANAGER (SM) PROCEDURE

1.0 PURPOSE

1.1 The purpose of this procedure is to provide immediate and follow-up instructions to the EMERGENCY DIRECTOR (ED), PLANT OPERATIONS MANAGER (POM), and/or the SHIFT MANAGER (SM) in the Control Room (CR).

The CR ED position is typically filled by one of the following:

- SM
- POM

The POM is an emergency plan position staffed by trained management personnel as indicated on Emergency Plan Volume II Appendix A Rosters. Personnel who typically staff this position are:

- Assistant Operations Manager
- Senior Reactor Operator Qualified Individual
- Operations Manager

2.0 RESPONSIBILITIES

2.1 The responsibilities assigned in this procedure shall be assumed by the ED in the CR or the individual in charge in the CR if ED responsibilities have been transferred to the Emergency Operations Facility (EOF). The ED will initially be the On Watch SM. The SM may be relieved as ED in the CR by the POM, or if the EOF is staffed, ED responsibilities may be transferred to the EOF. These responsibilities include:

- A. Assuming the assigned position and ensuring that support staff are notified, available and properly briefed.
- B. Ensuring that minimum staffing is attained, per the Emergency Plan Volume I, Section 5.0, Table 5.1.
- C. Ensuring that the CR is made operational in accordance with IP-2000, "Emergency Activation of the Control Room".
- D. Overall management of any and all efforts required to return the plant to pre-emergency conditions.
- E. Providing initial offsite notifications until the EOF assumes ED responsibilities.
- F. Providing onsite notifications throughout the emergency.
- G. Keeping other Emergency Response Facilities (ERFs) apprised of plant events (on going as well as mitigated), and the CR decisions and activities in response to them.

- H. Ensuring that the CR is habitable for Operations Personnel.
 - J. Maintaining a log of actions being taken and decisions made.
(This task can be delegated to another member of the CR staff, e.g.: Clerk, Communicator).
- 2.2 The SM has responsibility to perform or assign someone to perform the offsite communications responsibilities if Security can not send an offsite communicator to the CR.
- 2.3 The SM/POM is responsible for ensuring site accountability is being accomplished and/or that search and rescue is being conducted as required.

3.0 REFERENCES

- 3.1 E-Plan, Volume I, Section 5.0, "Organizational Control of Emergencies"
- 3.2 IP-1001, "Determining the Magnitude of Release"
- 3.3 IP-1017, "Protective Action Recommendations for the Offsite Population"
- 3.4 IP-1019, "Emergency Use of Potassium Iodide (KI)"
- 3.5 IP-1053, "Evacuation of Site"
- 3.6 IP-1054, "Search and Rescue Teams"
- 3.7 IP-2000, "Emergency Activation of the Control Room"
- 3.8 IP-2400, "Emergency Activation of the Alternate Emergency Operations Facility (AEOF)"
- 3.9 IP-2500, "Security Emergency Activation Responsibilities"
- 3.10 IP-2600, "Emergency Termination and Transition to Recovery"
- 3.11 IP-1038, "Offsite Emergency Notifications"
- 3.12 EP-Form #4, "Control Room Emergency Staffing Chart"
- 3.13 EP-Form Part I, "New York State Radiological Emergency Data Form, General Information"
- 3.14 EP-Form #31a, "Plant Status Log (measurements)"
- 3.15 EP-Form #31b, "Plant Status Log (radiation monitors)"
- 3.16 EP-Form #31c, "Plant Status Log (equipment status)"
- 3.17 NRC Form #361, "Event Notification Worksheet"
- 3.18 ONOP-SEC-1, "Response to Security Compromise"

NOTE

The following procedure steps are provided for reference. Actual procedure steps are performed using the appropriate Attachment.

4.0 PROCEDURE

- 4.1 The On Watch SM shall report to the CR and assume ED responsibilities upon the initiation of any emergency level classification.
- 4.2 The appropriate flowchart (Attachments 5.1 - 5.4) shall be followed for the declared emergency classification.
 - A. The emergency classification should be made within

approximately 15 minutes of the initiating conditions.

- B. The Immediate Actions (page 1 of Attachments 5.1 - 5.4) shall be completed within 15 minutes of the declaration.
 - C. The time requirements specified in the Follow-up Actions (page 2 of Attachments 5.1 - 5.4) are expectations which should be adhered to if they will not interfere with mitigating the accident or carrying out the Immediate Actions.
- 4.3 When upgrading emergency level classifications, the flowchart for the new emergency classification level (Attachment 5.1, 5.2, 5.3 or 5.4) shall be followed.
- 4.4 The ED/POM shall perform the following during the first 48 hours of the accident:

NOTE

Maximum CR temperature shall not exceed 106° F.

- A. Monitor CR temperature for all increasing trends.
 - B. Notify the Technical Support Center (TSC) if CR temperature has an increasing trend, and initiate corrective actions such as turning off CR lighting (normal), or providing alternate methods of cooling the CR.
- 4.5 The CR ED should use Attachment 5.5, "Emergency Director Turnover Checklist" to turnover the ED responsibilities to another ED.
- 4.6 The CR ED or POM should use Attachment 5.6, "Relocation to the AEOF Checklist" if the decision is made for the EOF to relocate to the AEOF, as necessary.
- 4.7 The POM shall use the appropriate flowchart (Attachments 5.7 - 5.9) for the actions to be performed for the declared emergency classification after the ED responsibilities have been turned over to the EOF/AEOF ED.
- A. The Immediate Actions (page 1 of Attachments 5.7 - 5.9) shall be completed within 15 minutes of the declaration.
 - B. The time requirements specified in the Follow-up Actions (page 2 of Attachments 5.7 - 5.9) are expectations which should be adhered to if they will not interfere with mitigating the accident or carrying out the Immediate Actions.

- 4.8 IF the Safety Parameter Display System (SPDS) is out of service, THEN the POM/CR ED should perform the following:
- A. Determine which parameters on Forms 31a, 31b and 31c are needed based on the existing plant conditions.
 - B. IF plant conditions change, THEN the parameters being recorded on Forms 31a, 31b and 31c should be reviewed to confirm/revise parameters being recorded.
 - C. IF CR personnel are available to record this information, THEN have information recorded and faxed to the TSC when completed. Time requirements on page 2 of Attachments 5.2 - 5.4 and page 2 of Attachments 5.7 - 5.9 are recommended times and not requirements.
 - D. Request the TSC/Operations Support Center (OSC) provide an individual(s) to complete Forms 31a, 31b and 31c. Upon arrival in the CR, this individual(s) initiates/assumes the recording of designated parameters on Forms 31a, 31b and 31c as directed by the POM/CR ED.
- 4.9 IF an emergency classification is entered due to a security condition, THEN performing accountability may put personnel at risk. Therefore, in these situations and as specified in ONOP-SEC-1, the Assembly Alarm may not be sounded and accountability may be suspended until directed by Security. In addition, if Security can not provide an offsite communicator to the CR, the SM or an assigned individual shall assume those responsibilities in IP-1038.
- 4.10 IF plant conditions warrant the transition to Severe Accident Management (SAM), THEN use Attachment 5.10, " Plant Operations Manager (POM) Flowchart for Severe Accident Management (SAM)".
- 4.11 If IP-2 declares any of the four emergency classifications, THEN go to Attachment 5.11, "IP3 Actions for an IP2 Event".

5.0 ATTACHMENTS

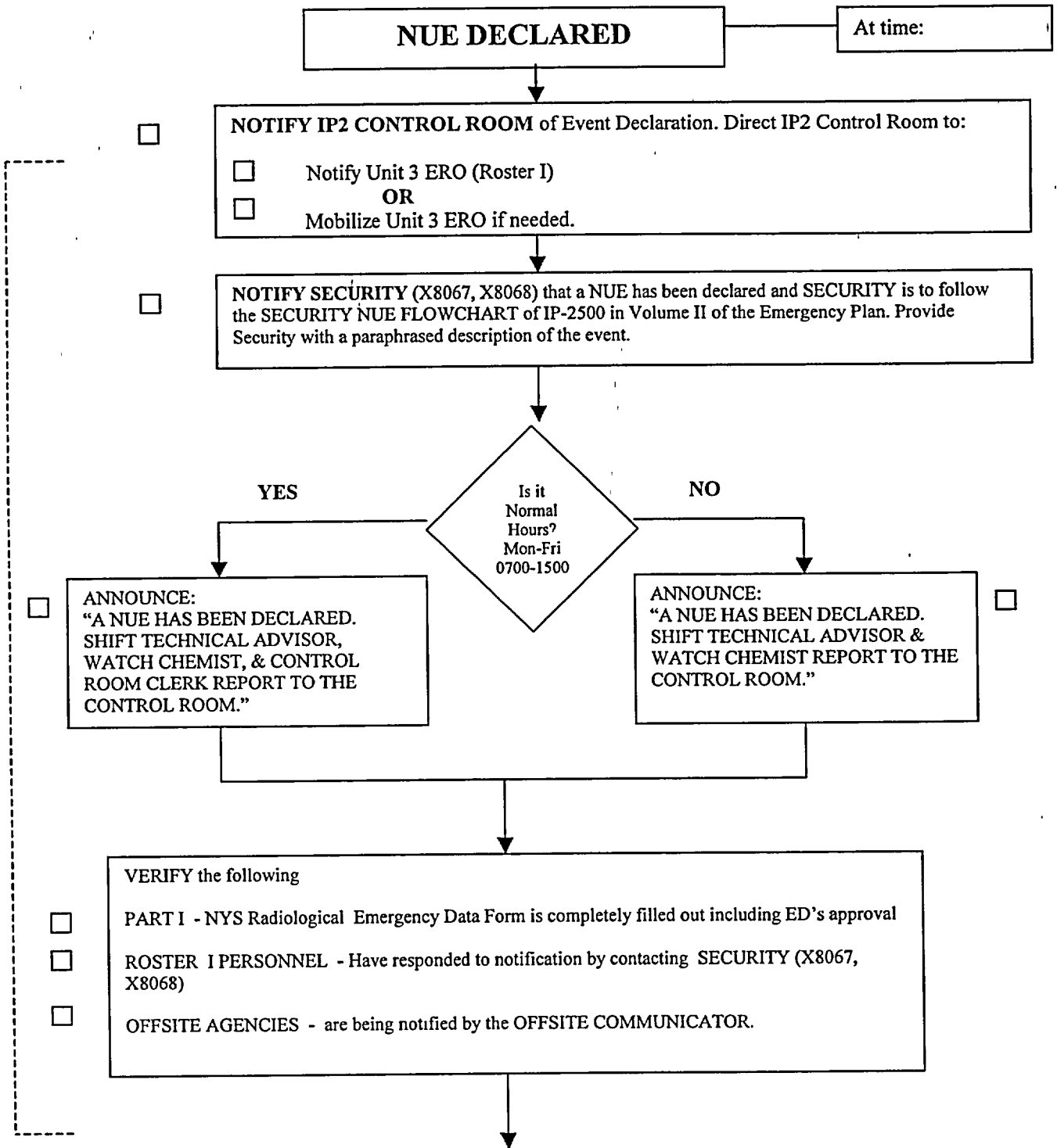
- 5.1 Notification of Unusual Event Flowchart for the Control Room Emergency Director (ED)
- 5.2 Alert Flowchart for the Control Room Emergency Director (ED)
- 5.3 Site Area Emergency Flowchart for the Control Room Emergency Director (ED)
- 5.4 General Emergency Flowchart for the Control Room Emergency Director (ED)
- 5.5 Emergency Director Turnover Checklist
- 5.6 Relocation to the AEOF Checklist

- 5.7 Alert Flowchart for the Control Room POM/SM with ED Staffed at EOF
- 5.8 Site Area Emergency Flowchart for Control Room POM/SM with ED Staffed at EOF
- 5.9 General Emergency Flowchart for the Control Room POM/SM with ED Staffed at EOF
- 5.10 Plant Operations Manager (POM) Flowchart for Severe Accident Management (SAM)
- 5.11 SM/POM's Actions for an IP2 Event

END OF TEXT

**ATTACHMENT 5.1
NOTIFICATION OF UNUSUAL EVENT FLOWCHART
FOR
THE CONTROL ROOM EMERGENCY DIRECTOR (ED)**

IMMEDIATE ACTIONS - SHALL BE COMPLETED WITHIN 15 MINUTES



See Page 2 for Follow-Up Actions

ATTACHMENT 5.1

NOTIFICATION OF UNUSUAL EVENT FLOWCHART
FOR
THE CONTROL ROOM EMERGENCY DIRECTOR (ED)

FOLLOW-UP ACTIONS

-
-
-
-
-
-
-

ENSURE: "

PART I is faxed to the State and Counties.

NRC is notified. (If requested, complete Form #361.)

Control Room is set up per IP-2000.

Control Room Staffing Chart (EP-Form 4) is filled out and provisions are made for two shift staffing if required (second shift personnel shall have first shift assignment).

Dispatched NPOs and Repair and Corrective Action Teams are being tracked.

OFFSITE AGENCIES are updated approximately every 30 minutes via RECS/FAX.

SITE PERSONNEL are updated approximately every 30 minutes on emergency classification.

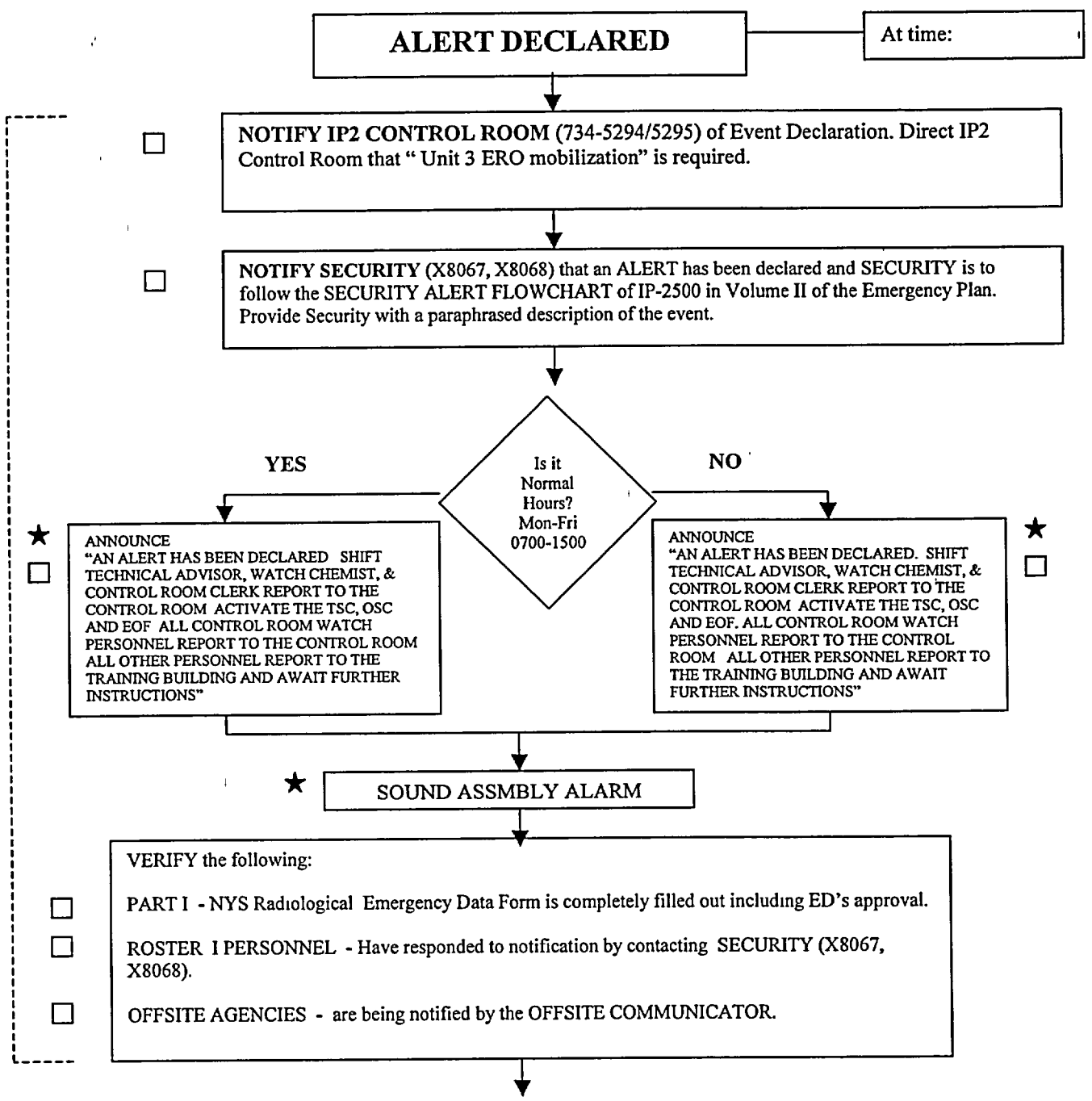
TURNOVER
TERMINATION / RECOVERY

-
-

Refer to Attachment 5.5 to turnover ED responsibilities if required.

Refer to IP-2600 to terminate NUE or turnover to Recovery Center as appropriate.

ATTACHMENT 5.2
ALERT FLOWCHART
FOR
THE CONTROL ROOM EMERGENCY DIRECTOR (ED)



IMMEDIATE ACTIONS - SHALL BE COMPLETED WITHIN 15 MINUTES

★ See Page 2 for Follow-Up Actions
★ If in ONOP-SEC-1 THEN page in accordance with ONOP-SEC-1.

ATTACHMENT 5.2
ALERT FLOWCHART
FOR
THE CONTROL ROOM EMERGENCY DIRECTOR (ED)

FOLLOW-UP ACTIONS

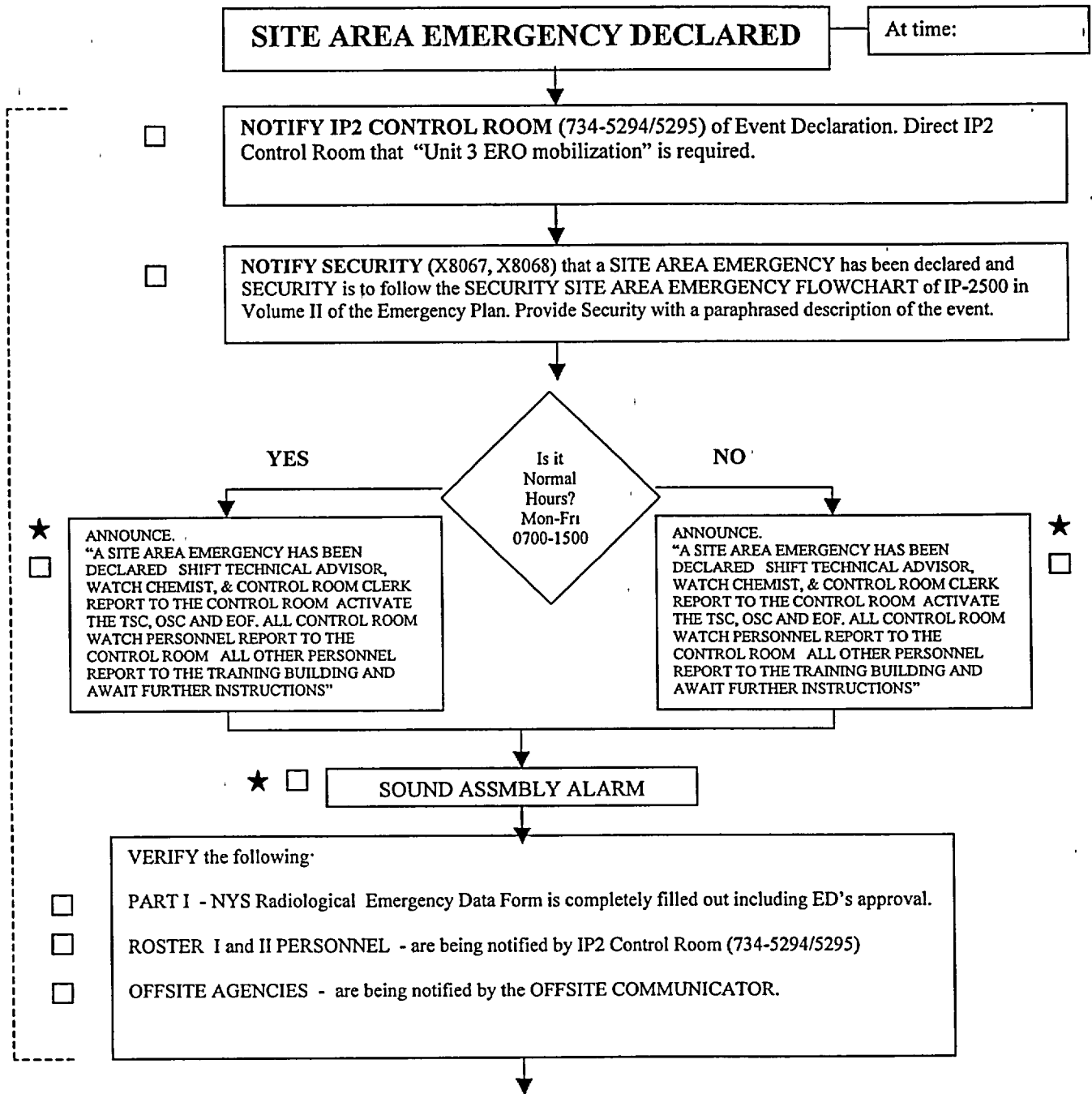
- ENSURE:
- PART I is faxed to the State and Counties.
- NRC is notified. (If requested, complete Form #361.)
- Control Room is set up per IP-2000.
- Control Room Staffing Chart (EP-Form 4) is filled out and provisions are made for two shift staffing if required (second shift personnel shall have first shift assignments).
- Dispatched NPOs and Repair and Corrective Action Teams are being tracked. (Unless THE OSC is tracking them.)
- If SPDS is out of service, Forms 31a, 31b, and 31c are faxed to the TSC every 15 minutes, not to exceed 30 minutes.
- OFFSITE AGENCIES are updated approximately every 30 minutes via RECS/FAX.
- SITE PERSONNEL are updated approximately every 30 minutes on emergency classification and relevant plant/safety conditions via PLANT PAGE.
- ANI, NML and INPO are notified.
- A status report on the staffing of the TSC, OSC and EOF is received.
- EVACUATION of Non-Essential personnel is considered per IP-1053.
- Keep TSC/OSC/EOF apprised of plant events (on going as well as mitigated), and CR decisions/activities in response to those events.

TURNOVER
TERMINATION / RECOVERY

- Refer to Attachment 5.5 to turnover ED responsibilities if required.
- Refer to IP-2600 to terminate ALERT or turnover to Recovery Center as appropriate.

ATTACHMENT 5.3
SITE AREA EMERGENCY FLOWCHART
FOR
THE CONTROL ROOM EMERGENCY DIRECTOR (ED)

IMMEDIATE ACTIONS - SHALL BE COMPLETED WITHIN 15 MINUTES



See Page 2 for Follow-Up Actions

★ If in ONOP-SEC-1 THEN page in accordance with ONOP-SEC-1.

ATTACHMENT 5.3

SITE AREA EMERGENCY FLOWCHART
FOR
THE CONTROL ROOM EMERGENCY DIRECTOR (ED)

FOLLOW-UP ACTIONS

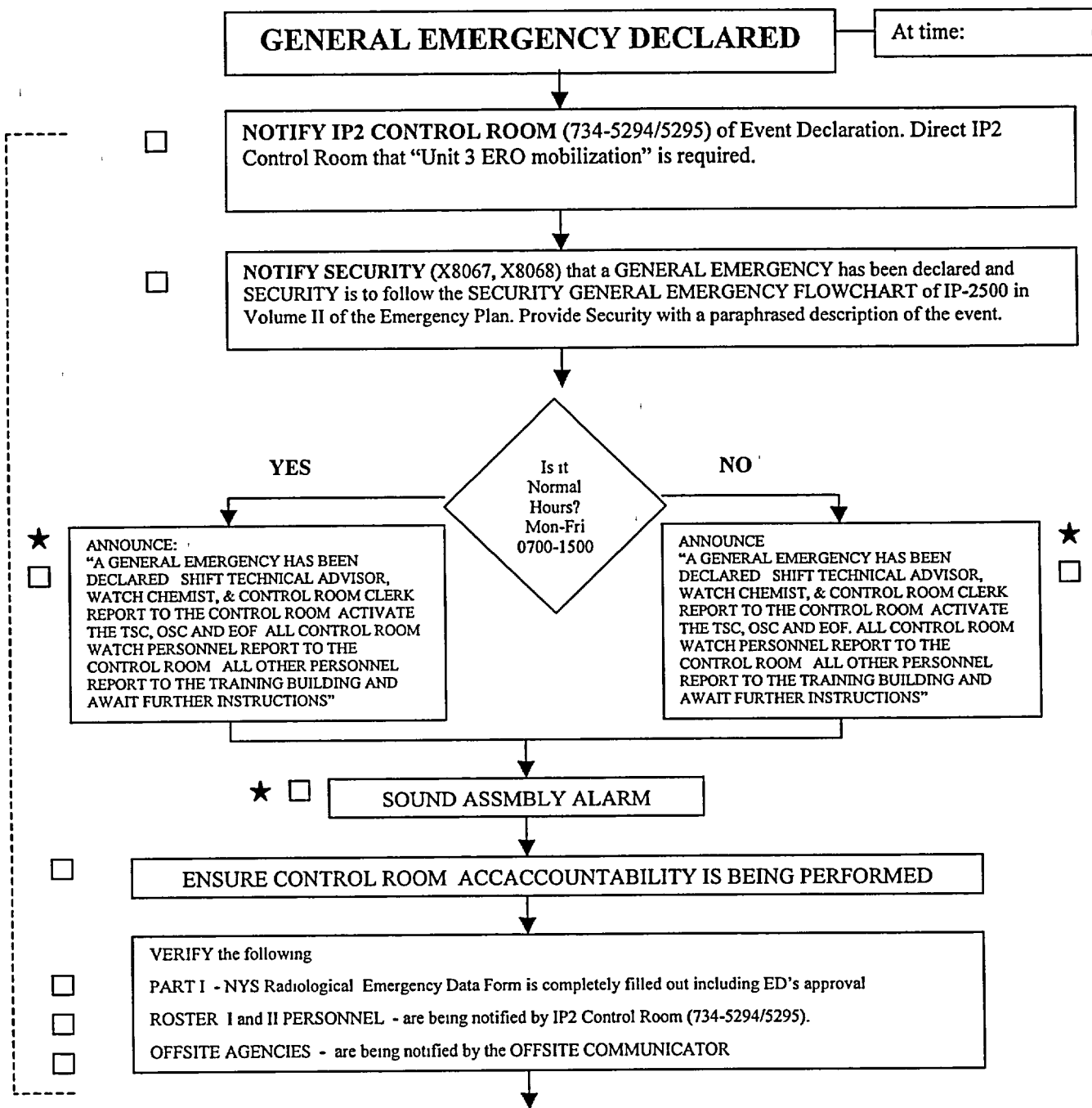
ENSURE:

- PART I is faxed to the State and Counties.
- NRC is notified. (If requested, complete Form #361.)
- Control Room is set up per IP-2000.
- Control Room Staffing Chart (EP-Form 4) is filled out and provisions are made for two shift staffing if required (second shift personnel shall have first shift assignments).
- Dispatched NPOs and Repair and Corrective Action Teams are being tracked (unless the OSC is tracking them).
- If SPDS is out of service, Forms 31a, 31b and 31c are faxed to the TSC every 15 minutes, not to exceed 30 minutes.
- OFFSITE AGENCIES are updated approximately every 30 minutes via RECS/FAX.
- SITE PERSONNEL are updated approximately every 30 minutes on emergency classification.
- ANI, NML, and INPO are notified.
- A status report on the staffing of the TSC, OSC and EOF is received.
- SEARCH AND RESCUE TEAMS are dispatched as needed per IP-1054.
- DOSE ASSESSMENT is being performed per IP-1001.
- EVACUATION of Non-Essential personnel is considered per IP-1053.
- Attachment 5.6 is used if transfer of the EOF to the AEOF is required.
- SECURITY has secured site access.
- KEEP TSC/OSC/EOF apprised of plant events (on going as well as mitigated), and CR decisions/activities in response to those events.

TURNOVER
TERMINATION / RECOVERY

- Refer to Attachment 5.5 to turnover ED responsibilities if required.
- Refer to IP-2600 to terminate NUE or turnover to Recovery Center as appropriate.

ATTACHMENT 5.4
GENERAL EMERGENCY FLOWCHART
FOR
THE CONTROL ROOM EMERGENCY DIRECTOR (ED)



IMMEDIATE ACTIONS -- SHALL BE COMPLETED WITHIN 15 MINUTES

See Page 2 for Follow-Up Actions

★ If in ONOP-SEC-1 THEN page in accordance with ONOP-SEC-1. DO NOT sound assembly alarm.

ATTACHMENT 5.4

GENERAL EMERGENCY FLOWCHART
FOR
THE CONTROL ROOM EMERGENCY DIRECTOR (ED)

ENSURE:

- PART I is faxed to the State and Counties.
- NRC is notified. (If requested, complete Form #361.)
- Control Room is set up per IP-2000.
- Control Room Staffing Chart (EP-Form 4) is filled out and provisions are made for two shift staffing if required (second shift personnel shall have first shift assignments).
- Dispatched NPOs and Repair and Corrective Action Teams are being tracked (unless the OSC is tracking them).
- If SPDS is out of service, Forms 31a, 31b and 31c are faxed to the TSC every 15 minutes, not to exceed 30 minutes.
- OFFSITE AGENCIES are updated approximately every 30 minutes via RECS/FAX.
- SITE PERSONNEL are updated approximately every 30 minutes on emergency classification.
- ANI, NML, and INPO are notified
- A status report on the staffing of the TSC, OSC and EOF is received.
- SEARCH AND RESCUE TEAMS are dispatched as needed per IP-1054.
- DOSE ASSESSMENT is being performed per IP-1001.
- KI ASSESSMENT is performed for onsite personnel per IP-1019.
- EVACUATION of Non-Essential personnel is considered per IP-1053.
- Attachment 5.6 is used if transfer of the EOF to the AEOF is required.
- SECURITY has secured site access.
- KEEP TSC/OSC/EOF apprised of plant events (on going as well as mitigated), and CR decisions/activities in response to those events.

FOLLOW-UP ACTIONS

Refer to Attachment 5.5 to turnover ED responsibilities if required.

Refer to IP-2600 to terminate NUE or turnover to Recovery Center as appropriate.

TURNOVER
TERMINATION / RECOVERY

ATTACHMENT 5.5

EMERGENCY DIRECTOR TURNOVER CHECKLIST

When the CR ED is relieved by the EOF ED or another CR ED, the following checklist should be used to effectively turnover responsibilities:

CR ED (SM / POM):

POM or EOF ED:

Date: _____ Time: _____

The following items should be discussed:

1. Emergency Classification
2. Initiating Event
 - A. Date
 - B. Time
 - C. Cause
 - D. System(s) affected
3. Current status of:
 - A. Corrective actions
 - B. Plant Conditions
 - C. Radiological Conditions
 - D. Dose Assessment
 - E. Dose Projections
 - F. Met Data
 - G. Site Accountability
 - H. Site Evacuation

ATTACHMENT 5.5

EMERGENCY DIRECTOR TURNOVER CHECKLIST

4. Protective Action Recommendations (PARs)
5. Status of Offsite Notifications:
 - A. NYS/Counties
 - B. NRC: Headquarters and Residents
 - C. INPO
 - D. ANI
 - E. NML
6. Search and Rescue Team Status
7. Corrective Action Team Status
8. Security Readiness
9. Current Facilities Readiness
 - A. Current/Expected Level of Staffing
10. Actions Underway
11. Actions that need to be initiated
12. Plant prognosis
13. Other pertinent plant information

ATTACHMENT 5.6

RELOCATION TO THE AEOF CHECKLIST

IF the decision is made for the EOF to relocate to the AEOF (in the White Plains Office) and to turnover the control of the emergency to the CR, THEN the ED should follow this checklist.

Decision to relocate made by:

ED: _____

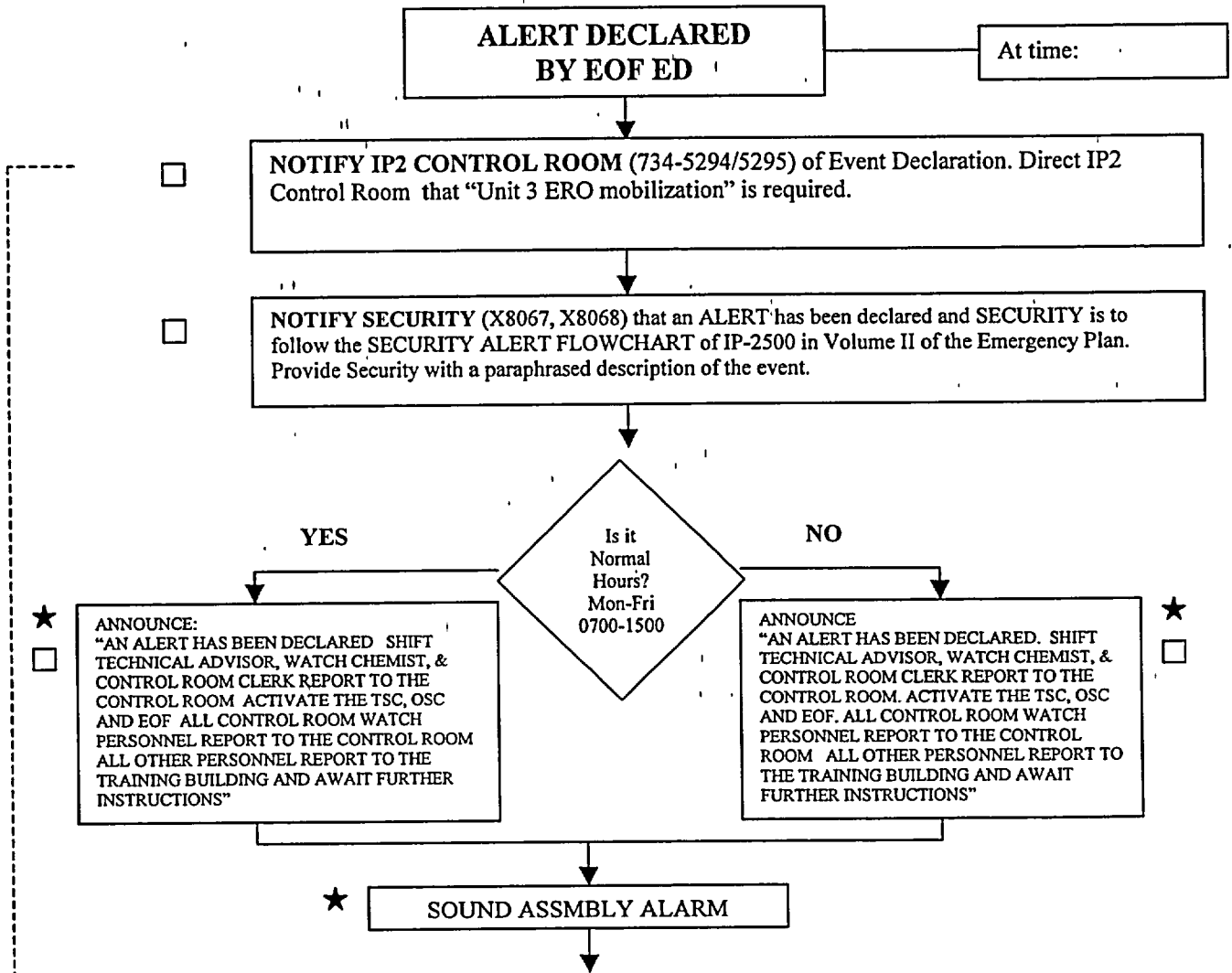
POM: _____

Date: _____ Time: _____

1. Using Attachment 5.5, "Emergency Director Turnover Checklist", TURN control of the emergency back to the ED/POM in the CR.
2. PRIOR to EOF evacuation, the ED/POM should ENSURE that the following positions are assigned in the CR:
 - A. Offsite Communicator (RECS Line)
 1. Security Officer
 - B. NRC Communicator (ENS Phone)
 1. Second Reactor Operator, if requested by NRC
 - C. Radiological Dose Assessment functions
 1. RATL
 2. Offsite Radiological Communicator
 - D. Public Relations
 1. Public Relations Liaison
 2. EOF Technical Advisor
3. ADVISE all Emergency Response Facilities (ERFs) of the relocation to the AEOF.
4. Upon arrival at the AEOF, ADVISE the EOF staff to implement IP-2400, "Emergency Activation of the AEOF".
5. When the AEOF can assume its responsibilities, RELIEVE the CR.
6. ADVISE all ERFs of the new command structure from the AEOF and any new communications links, (e.g., new phone numbers, fax numbers, etc.).

ATTACHMENT 5.7
ALERT FLOWCHART
FOR
THE CONTROL ROOM POM/SM WITH ED STAFFED AT EOF

IMMEDIATE ACTIONS - SHALL BE COMPLETED WITHIN 15 MINUTES



See Page 2 for Follow-Up Actions

★ If in ONOP-SEC-1 THEN page in accordance with ONOP-SEC-1.

ATTACHMENT 5.7
ALERT FOWCHART
FOR
THE CONTROL ROOM POM/SM
WITH
ED STAFFED AT EOF

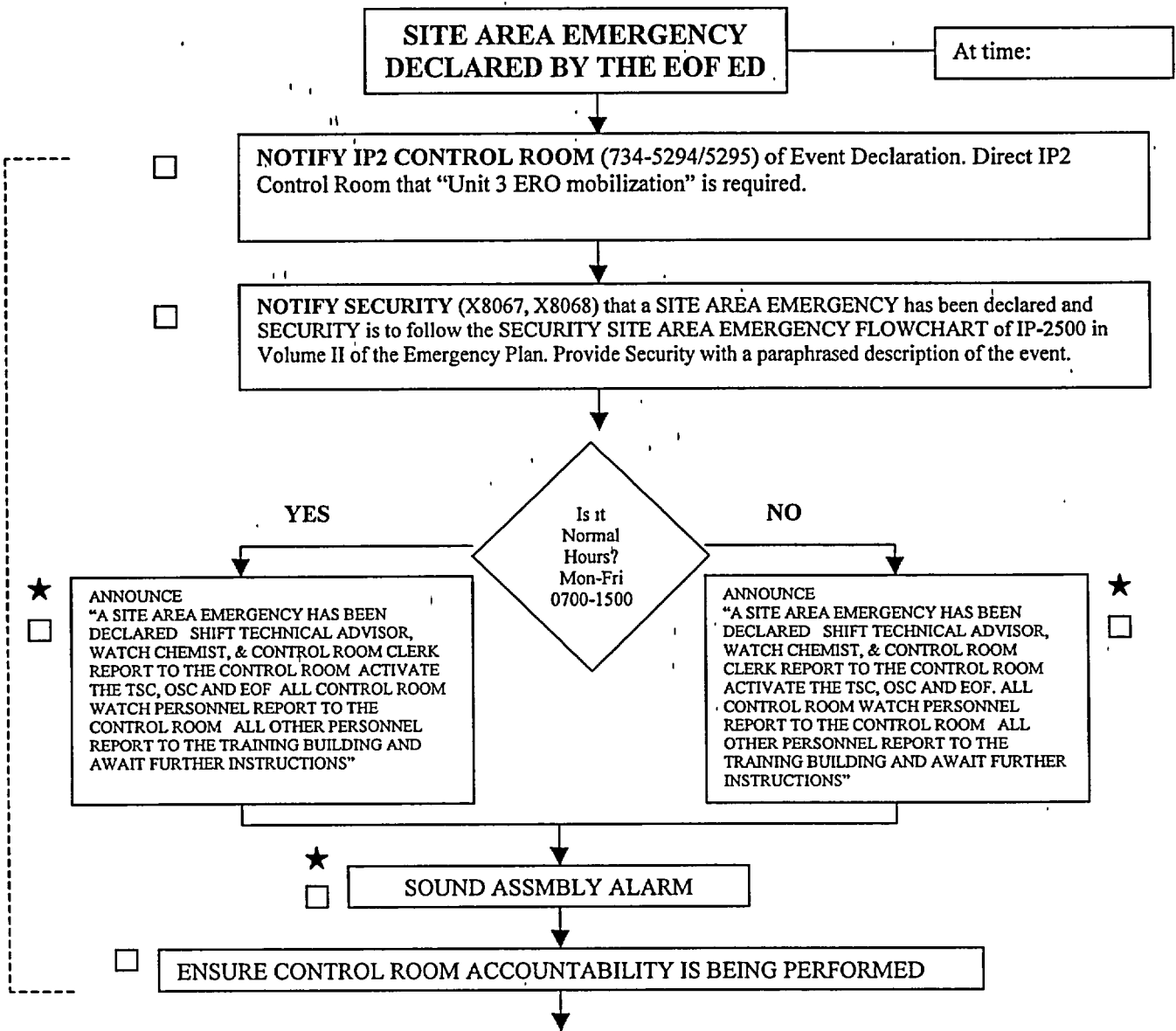
FOLLOW-UP ACTIONS

ENSURE:

- Control Room is set up per IP-2000.
- Control Room Staffing Chart (EP-Form 4) is filled out and provisions are made for two shift staffing if required (second shift personnel shall have first shift assignments).
- Dispatched NPOs and Repair and Corrective Action Teams are being tracked (Unless the OSC is tracking them).
- If SPDS is out of service, Forms 31a, 31b and 31c are faxed to the TSC every 15 minutes, not to exceed 30 minutes.
- SITE PERSONNEL are updated approximately every 30 minutes on emergency classification and relevant plant/safety conditions via PLANT PAGE.
- Keep OSC/TSC/EOF apprised of plant events (on going as well as mitigated), and CR decisions/activities in response to those events.

ATTACHMENT 5.8
SITE AREA EMERGENCY FLOWCHART
FOR
THE CONTROL ROOM POM/SM WITH ED STAFFED AT EOF

IMMEDIATE ACTIONS - SHALL BE COMPLETED WITHIN 15 MINUTES



See Page 2 for Follow-Up Actions

★ If in ONOP-SEC-1 THEN page in accordance with ONOP-SEC-1. DO NOT sound assembly alarm.

ATTACHMENT 5.8

SITE AREA EMERGENCY FOWCHART
FOR
THE CONTROL ROOM POM/SM
WITH
ED STAFFED AT EOF

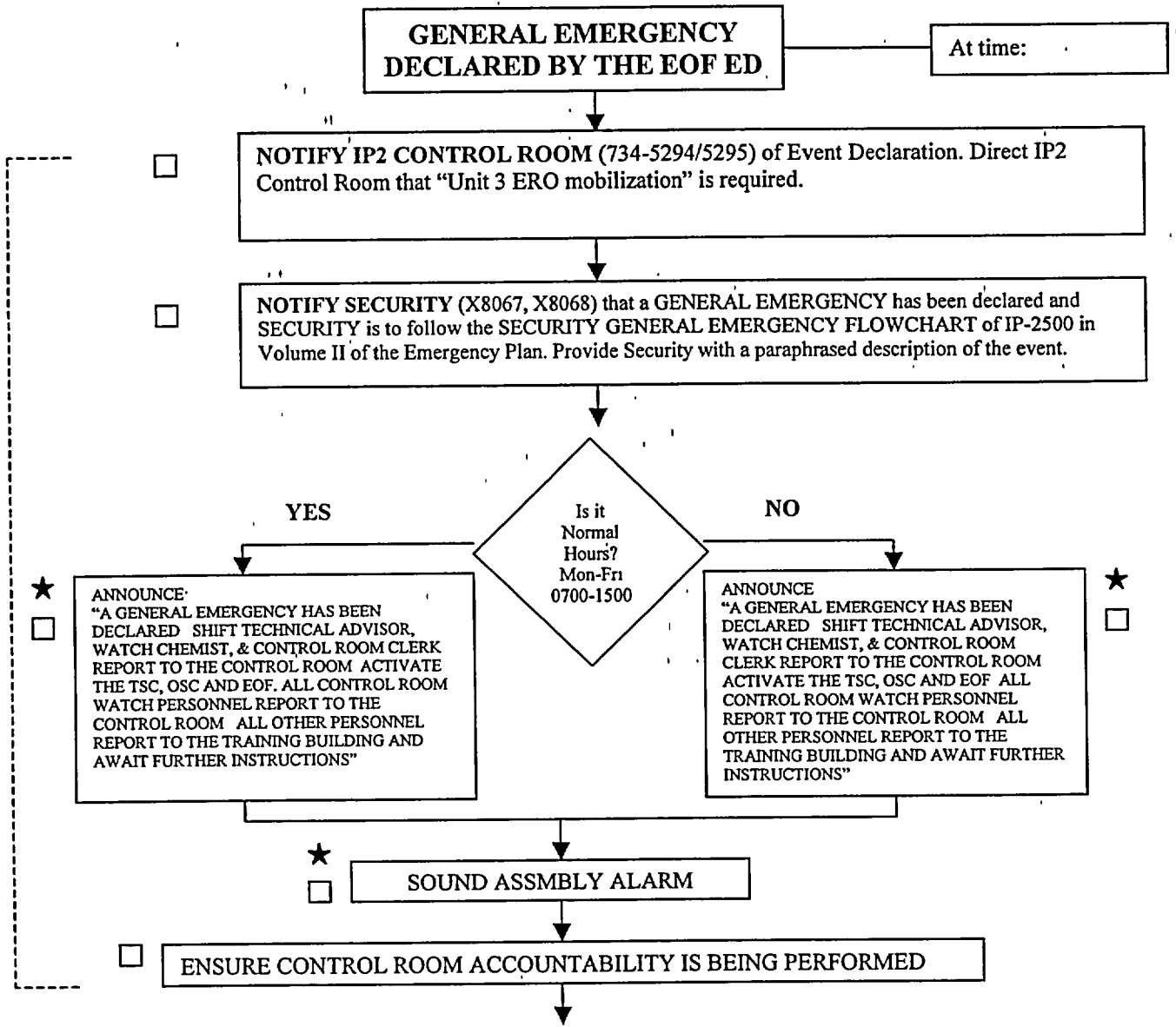
FOLLOW-UP ACTIONS

ENSURE:

- Control Room is set up per IP-2000.
- Control Room Staffing Chart (EP-Form 4) is filled out and provisions are made for two shift staffing if required (second shift personnel shall have first shift assignments).
- Dispatched NPOs and Repair and Corrective Action Teams are being tracked (Unless the OSC is tracking them).
- If SPDS is out of service, Forms 31a, 31b and 31c are faxed to the TSC every 15 minutes, not to exceed 30 minutes.
- SITE PERSONNEL are updated approximately every 30 minutes on emergency classification and relevant plant/safety conditions via PLANT PAGE.
- Attachment 5.6 is used if transfer of EOF to the AEOF is required.
- Keep OSC/TSC/EOF apprised of plant events (on going as well as mitigated), and CR decisions/activities in response to those events.

ATTACHMENT 5.9
GENERAL EMERGENCY FLOWCHART
FOR
THE CONTROL ROOM POM/SM WITH ED STAFFED AT EOF

IMMEDIATE ACTIONS - SHALL BE COMPLETED WITHIN 15 MINUTES



See Page 2 for Follow-Up Actions

★ If in ONOP-SEC-1 THEN page in accordance with ONOP-SEC-1. DO NOT sound assembly alarm.

ATTACHMENT 5.9

GENERAL EMERGENCY FLOWCHART
FOR
THE CONTROL ROOM POM/SM
WITH
ED STAFFED AT EOF

FOLLOW-UP ACTIONS

ENSURE:

- Control Room is set up per IP-2000.
- Control Room Staffing Chart (EP-Form 4) is filled out and provisions are made for two shift staffing if required (second shift personnel shall have first shift assignments).
- Dispatched NPOs and Repair and Corrective Action Teams are being tracked (Unless the OSC is tracking them).
- If SPDS is out of service, Forms 31a, 31b and 31c are faxed to the TSC every 15 minutes, not to exceed 30 minutes.
- SITE PERSONNEL are updated approximately every 30 minutes on emergency classification and relevant plant/safety conditions via PLANT PAGE.
- Attachment 5.6 is used if transfer of EOF to the AEOF is required.
- Keep OSC/TSC/EOF apprised of plant events (on going as well as mitigated), and CR decisions/activities in response to those events.

ATTACHMENT 5.10

PLANT OPERATIONS MANAGER (POM) FLOWCHART FOR
SEVERE ACCIDENT MANAGEMENT (SAM)

1. When the Control Room transitions from the EOPs to SACRG-1, ENSURE the TSC SAM Evaluators are ready to take over Severe Accident Management control.
2. Once the TSC SAM Evaluators are ready to take over Severe Accident Management control, ANNOUNCE yourself as the Severe Accident Management Decision Maker.
3. COMMUNICATE with the SAM Evaluators which SAM guidance should be implemented. This can be done via the following methods:
 - telephone
 - going to the TSC
 - having the SAM Evaluators report to the Control Room
4. NOTIFY the Emergency Director (ED) which guidance will be implemented. If the guidance involved a release to the environment, ENSURE the ED discusses this with the Radiological Assessment Team Leader (RATL) and the State/Counties prior to implementation.

ATTACHMENT 5.11
SM/POM's ACTIONS FOR AN IP2 EVENT

IP2 EVENT

IP3 ACTION

NUE DECLARED

- Provide updates to IP3 personnel on the IP2 status via the plant page, as possible.

ALERT DECLARED

- Determine if this event is a common event for both Unit 2 and Unit 3. If yes, follow appropriate procedures for event declaration.
- Sound Site Assembly Alarm and make the following plant page announcement:
"Attention all personnel, an Alert at Indian Point 2 has been declared. All control room watch personnel report to the control room, all essential personnel report to your emergency response facilities, all non-essential personnel to report to the training building." Repeat.
Notify the Lead Accountability Officer (8070/8055) that an Alert was declared and what time that declaration was made.
- Provide updates to IP3 personnel on the IP2 status via plant page, as possible.
- Consider restricting access to IP3 site. Notify Security (8067/8068).

SAE DECLARED

- Determine if this event is a common event for both Unit 2 and Unit 3. If yes, follow appropriate procedures for event declaration.
- Sound Site Assembly Alarm and make the following plant page announcement:
"Attention all personnel, a Site Area Emergency at Indian Point 2 has been declared. All control room watch personnel report to the control room, all essential personnel report to your emergency response facilities, all non-essential personnel report to the training building." Repeat.
Notify the Lead Accountability Officer (8070/8055) that a SAE was declared and what time that declaration was made.
- Utilize Roster II to contact needed support personnel. Notify Security at 8067/8068 to contact those individuals requested.
- Restrict access to the IP3 site - Notify Security to allow emergency response personnel access.
- Determine impact of IP2 event on IP3 personnel (IP-1040). Consider radiological, chemical, security, fire, etc.
- Provide updates to the IP3 personnel on the IP2 status via plant page, as possible.
- Consider evacuating non-essential personnel from IP3 site (IP-1053). Notify Security (8067/8068).

ATTACHMENT 5.11
SM/POM' sACTIONS FOR AN IP2 EVENT

IP2 EVENT

GE DECLARED

IP3 ACTION

- Same as SAE except:
 - PA announcement should state "General Emergency"
 - Notify the Lead Accountability Officer (8070/8055) that a GE was declared and what time that declaration was made.
 - Evacuate non-essential personnel from IP3 site (IP-1053). Determine route of exit. Notify Security (8067/8068).



CONTROLLED COPY #: 25

EMERGENCY PLAN PROCEDURES

PROCEDURE NO. IP-2201 REV. 9

TITLE: OSC MANAGER

THIS PROCEDURE IS TSR

THIS PROCEDURE IS NOT TSR

WRITTEN BY: Rebecca A Martin 8/16/02
SIGNATURE/DATE

REVIEWED BY: S. Ash 8/20/02
SIGNATURE/DATE

APPROVED BY: [Signature] 8/16/02
SIGNATURE/DATE

EFFECTIVE DATE: 8/21/02

PROCEDURE USE IS
REFERENCE

OPERATIONS SUPPORT CENTER (OSC) MANAGER

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	5.1 Facility Manager Briefing Checklist	
	5.2 Turnover Checklist	
	5.3 Essential Information Checklist	

IP-2201

OPERATIONS SUPPORT CENTER (OSC) MANAGER

1.0 PURPOSE

1.1 The purpose of this procedure is to provide instruction to the Operations Support Center (OSC) MANAGER in the OSC. The OSC Manager is responsible for the makeup of response teams.

2.0 RESPONSIBILITIES

2.1 The OSC MANAGER is responsible for:

- A. Ensuring the OSC is made operational in accordance with IP-2200, "Emergency Activation of the Operations Support Center (OSC)";
- B. Ensuring minimum staffing is attained;
- C. Declaring the OSC operational as soon as staff can assume its responsibilities;
- D. Overall management and dispatch of response teams; and,
- E. Ensuring accountability is being accomplished in the OSC.

3.0 REFERENCES

- 3.1 E-Plan Volume II, Series IP-2200 Procedures
- 3.2 IP-1011, "Offsite Monitoring/Site Perimeter Surveys"
- 3.3 IP-1025, "Repair and Corrective Action Teams"
- 3.4 IP-1040, "Habitability and Personnel Monitoring of the Emergency Response Facilities"
- 3.5 IP-1054, "Search and Rescue Teams"
- 3.6 EP-Form #18, "OSC Emergency Briefing Form"
- 3.7 EP-Form #19, "NYPA Communications Message Form"
- 3.8 EP-Form #31a/#31b/#31c, "Plant Status Logs"

4.0 PROCEDURE

NOTE
The steps in this procedure are not required to be performed
in sequence.
Initial the blank lines upon completion of the
designated steps.

- 4.1 MAINTAIN a log of actions taken and decisions made. _____
(This task can be delegated to another member of the
OSC staff, e.g.: Clerk or Communicator).
- 4.2 SIGN IN on EP-Form #10, "OSC Staffing Chart". _____
- 4.3 ENSURE the OSC set-up is complete in accordance with _____
IP-2200, "Emergency Activation of the Operations
Support Center (OSC)".
- 4.4 SYNCHRONIZE your time with the OSC clock. _____
- 4.5 OBTAIN a briefing from the Emergency Director (ED) _____
in the Control Room (CR) or Emergency Operations
Facility (EOF). The following should be discussed:
- A. Plant conditions; _____
 - B. Equipment status; _____
 - C. Dose assessment/projections/
meteorological (MET) data; _____
 - D. Protective Action Recommendations
(PARs); _____
 - E. Offsite monitoring locations. _____
- 4.6 CONSULT with the ED and/or Plant Operations _____
Manager (POM) to identify the following:
- A. Actions that have been taken; _____
 - B. Team requirements for actions _____
that have not been initiated.
- 4.7 ANNOUNCE yourself as the OSC Manager and _____
provide initial briefing to the OSC staff.
Use Attachment 5.1, "Facility Manager Briefing
Checklist".
- 4.8 MAKE the following OSC assignments and _____
ensure that positional procedures are
being used where available:
- A. Direct Line Communicator _____
 - B. Dispatcher for in-plant teams _____

- C. Clerk _____
- D. Team Leaders:
 - 1. Health Physics (H.P.) _____
 - 2. Chemistry _____
 - 3. Instrument & Control (I&C) _____
 - 4. Maintenance _____
 - 5. Operations _____
 - 6. Security _____

4.9 ANNOUNCE the Team Leaders. _____

4.10 WHEN the following positions are filled, NOTIFY the CR, EOF, and TSC (via Direct-Line Communicator) that the OSC is activated and operational:

- A. OSC Manager _____
- B. Direct Line Communicator _____
- C. H.P. Team Leader _____
- D. I&C Team Leader _____
- E. Maintenance Team Leader _____
- F. Chemistry Technicians (1) _____
- G. H.P. Technicians (6) _____
- H. Maintenance Technicians (2) _____
- I. I&C Technicians/Electrical Maintenance (3) _____
- J. Radwaste Technicians (2) _____
- K. Dosimetry Technicians (1) _____

4.11 ENSURE a Search & Rescue Team is formed. _____

4.12 ENSURE the Offsite Monitoring Teams are assembled by the H.P. Team Leader(HPTL). _____

NOTE

PRIOR to working on any safety related equipment/systems, OBTAIN Shift Manager (SM) approval.

- 4.13 ENSURE a supplement of Repair and Corrective Action Team members are available. _____
- 4.14 IF conditions warrant, REQUEST spare Operators and contingency personnel from the CR. _____
- 4.15 PREPARE shift scheduling. _____
- 4.16 WITH OSC Clerk assistance, ENSURE those personnel required for the second shift are available and do not have other preemptory emergency response duties. _____
- 4.17 UPON direction from the ED, REDUCE staffing per the shift schedule. _____
- 4.18 If during off hours, CONTINUALLY assess the need for additional personnel.
- 4.19 MONITOR plant status logs, EP-Forms #31a, #31b, and #31c.
- 4.20 COMMUNICATE with the POM, ED, and the TSC Manager, as necessary.
- 4.21 UPDATE the OSC Staff (~ every 30 minutes) on the current state of events and as conditions/plant parameters change. Use Attachment 5.3, "Essential Information Checklist" and Fission Product Barrier Status board, as necessary.
- 4.22 ENSURE staff in other rooms (i.e., Dosimetry, H.P. Control Point, etc.) are cognizant of OSC Staff updates.
- 4.23 INTERACT with the OSC Team Leaders and clarify any concerns/questions regarding plant or equipment status.
- 4.24 MONITOR all team status.
- 4.25 KEEP the TSC, CR, and EOF apprised of OSC activities.
- 4.26 Via the Direct Line Communicator, PROVIDE and RECEIVE information regarding activities at other facilities.
- 4.27 PROVIDE completed EP-Form #19, "NYPA Communications Message Form", as necessary, to the Clerk for posting information on the White Board
- 4.28 Gather appropriate Team Leaders to brief them on pending assignments.

If multiple pre-mission briefs are to occur simultaneously, then instruct the team leaders to use other areas in the TSC/OSC.

4.29 NOTIFY the H.P. Team Leader if radiological conditions change.

NOTE

The HPTL is responsible for completion of EP-Form #18, "OSC Emergency Briefing Form".

4.30 ENSURE EP-Form #18, "OSC Emergency Briefing Form", is completed for each team dispatched.

4.31 PRIORITIZE team dispatch in conjunction with the POM.

4.32 ENSURE the Direct-Line Communicator promptly reports dispatched teams to the following:

- POM
- TSC Manager
- ED

4.33 DISPATCH teams per the following:

- A. IP-1011, "Offsite Monitoring/Site Perimeter Surveys"
- B. IP-1025, "Repair & Corrective Action Teams"
- C. IP-1054, "Search and Rescue Teams"

4.34 COORDINATE development of ad hoc repair and corrective actions with the TSC Manager and the POM.

NOTE

Protected Area accountability must be completed within 30 minutes.

- 4.35 ENSURE accountability is being accomplished. _____
- 4.36 Upon completion of accountability, if a missing person is identified, notify SM/POM to authorize search and rescue. _____ |
- 4.37 Notify the LAO when/if missing person(s) has been located. |
- 4.38 IF the OSC becomes uninhabitable, with approval from the ED, CONSIDER the following actions:
(Consult IP-1040, "Habitability and Personnel Monitoring of the Emergency Response Facilities (ERFS)").
- A. RELOCATE the OSC Staff to an area where radiological conditions are not a concern;
 - B. ENSURE procedures, radios (inplant/Con Ed Frequency #1), necessary forms, paperwork, etc. are brought to the new location;
 - C. NOTIFY the ERFs to use the Con Ed Frequency #1 as the communication method;
 - D. SIGN OUT using the H.P. Control Point log sheets or EP-Form #18, "OSC Emergency Briefing Form";
 - E. WEAR dosimetry and/or protective clothing per instructions from the H.P. Team Leader;
 - F. REESTABLISH communications.
- 4.39 USE Attachment 5.2, "Turnover Checklist" when conducting turnover.

5.0 ATTACHMENTS

- 5.1 Facility Manager Briefing Checklist
- 5.2 Turnover Checklist
- 5.3 Essential Information Checklist.

END OF TEXT

ATTACHMENT 5.1

FACILITY MANAGER BRIEFING CHECKLIST

1. At the initial facility brief, establish clear expectations for:
 - Use of three-point communication by ERO members.
 - Use of phones during Facility Manager briefings.
 - Lack of Excess chatter during Facility Manager briefings.
2. Remind personnel to VALIDATE Information.
3. For drill and exercises, remind personnel to begin and end each transmission with, "THIS IS A DRILL."

ATTACHMENT 5.2

TURNOVER CHECKLIST

When the OSCM is relieved by another OSCM, the following checklist should be used to effectively turnover responsibilities.

Current OSCM: _____

Relieving OSCM: _____

Date: _____ Time: _____

The following items should be discussed as applicable:

1. Emergency Classification
2. Initiating Event (Date Time and Cause)
3. Plant Conditions
4. Equipment out of Service
5. Proposed/In-Progress/Completed Corrective Action
6. Site Accountability/Site Evacuation
7. Any Other Items that should be communicated.



CONTROLLED COPY #: 25

EMERGENCY PLAN PROCEDURES

PROCEDURE NO. IP-2310 REV. 4

TITLE: EOF ONSITE RADIOLOGICAL COMMUNICATOR

THIS PROCEDURE IS TSR ✓

THIS PROCEDURE IS NOT TSR

WRITTEN BY: Rebecca A Martin 8/20/02
SIGNATURE/DATE

REVIEWED BY: SAASH 8/21/02
SIGNATURE/DATE

APPROVED BY: [Signature] 8/21/02
SIGNATURE/DATE

EFFECTIVE DATE: 8/21/02

PROCEDURE USE IS
REFERENCE

EOF ONSITE RADIOLOGICAL COMMUNICATOR

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	5.1 Turnover Checklist	

IP-2310

EOF ONSITE RADIOLOGICAL COMMUNICATOR

1.0 PURPOSE

1.1 The purpose of this procedure is to provide instruction to the ONSITE RADIOLOGICAL COMMUNICATOR in the Emergency Operations Facility (EOF).

The ONSITE RADIOLOGICAL COMMUNICATOR position is filled in accordance with Roster II staffing.

See the E-Plan Volume II, Appendix A for current staffing.

2.0 RESPONSIBILITIES

2.1 The ONSITE RADIOLOGICAL COMMUNICATORS are responsible for providing communication liaison between the Emergency Director (ED) and the Operations Support Center (OSC) Manager and the Lead Accountability Officer (LAO).

3.0 REFERENCES

- 3.1 IP-1019, "Emergency Use Of Potassium Iodide (KI)"
- 3.2 IP-1050, "Accountability"
- 3.3 IP-1053, "Evacuation of Site"
- 3.4 NRC Form #361, "Event Notification Worksheet"
- 3.5 EP Form #45, "EOF Personnel Dosimetry Record"

4.0 PROCEDURE

NOTE
The steps in this procedure are not required to be performed in sequence.
Initial the blank lines upon completion of the designated steps.

4.1 SIGN-IN on EP-Form #46, "EOF Staffing Chart". _____

4.2 SYNCHRONIZE your time with EOF clock. _____ |

4.3 ESTABLISH communications with the following:

- Health Physics (H.P.) Team Leader _____
- Chemistry Team Leader _____
- Security Team Leader _____
- Lead Accountability Officer _____

4.4 LOG events and communication items for future reference and historical recordkeeping.

4.5 COORDINATE the following items with the OFFSITE RADIOLOGICAL COMMUNICATOR.

- A. INFORM the SECURITY TEAM LEADER and the H.P. TEAM LEADER of the plume location and dose rates. |
- B. Using IP-1019, "Emergency Use of Potassium Iodide (KI)", DISCUSS the need for Potassium Iodide (KI) for Security Officers with the Radiological Assessment Team Leader (RATL).

4.6 COORDINATE site evacuation per IP-1053, "Evacuation of Site" with the following:

- Lead Accountability Officer;
- Security;

- H.P. Team Leader;
- Unit 2 Control Room (see Appendix C, Vol. II);
- Westchester County Emergency Operation Center (EOC) (see Appendix B, Vol. II);
- As directed by the Radiological Assessment Team Leader (RATL) and/or the ED.

4.7 CONTACT the SECURITY TEAM LEADER periodically with information and direction regarding the following:

- Plant and radiological conditions;
- Restricting movement of Security personnel throughout the site; and,
- Restricting access to the site.

4.8 INFORM the LAO of plant status and any communication problems existing in the plant (i.e., plant page not working, etc.)

4.9 RECEIVE incoming calls and provide information to the RATL and/or ED.

4.10 ASSIST the OFFSITE RADIOLOGICAL COMMUNICATOR in data distribution.

4.11 Using NRC Form #361, PROVIDE information to the NRC Operations Center via the Health Physics Network (HPN Phone), as requested.

4.12 IF a release is occurring or anticipated, which could affect the radiological conditions of the EOF, THEN complete the following:

A. TAPE a TLD and dosimeter to the wall at chest height in the following locations:

- NYS/County area
- EOF Proper

B. ESTABLISH a frisking control point in the Security/Main Entry area (discuss set-up with RATL) using:

- Stanchions and rope
- Step-off pads (SOP)
- Plastic boots

- Frisker and frisking instructions
- Sign in/out log (EP Form #45)
"EOF Personnel Dosimetry Record"

C. INSTRUCT Security Officer in frisking procedure.

4.13 IF relocation to the Alternate Emergency Operations Facility (AEOF) is required, THEN determine the following with assistance from the DIRECT-LINE COMMUNICATOR, as necessary:

- A. Are personal vehicles available?
- B. Are any vehicles equipped with cellular phones?
- C. Is a Con Edison Frequency #1 radio available?
- D. Who will be the drivers?
- E. Can the ED, Dose Assessment H.P., and Communicator travel in a single vehicle with the ability to communicate to the Control Room? (Cellular phone/Frequency #)?
- F. VERIFY that at least one person per vehicle a key or keycard for White Plains Office.

G. ISSUE the following:

- A. PC's, _____
- B. TLD/dosimeter per vehicle/group
(use EP-Form #45 "EOF Personnel
Dosimetry Record", _____
- C. KI, if required. _____

4.14 USE Attachment 5.1, "Turnover Checklist" when conducting Turnover.

5.0 ATTACHMENTS

5.1 Turnover Checklist

END OF TEXT

ATTACHMENT 5.1

TURNOVER CHECKLIST

When the Onsite Radiological Communicator is relieved by another Onsite Radiological Communicator, the following checklist should be used to effectively turnover responsibilities.

Current Onsite Radiological Communicator: _____

Relieving Onsite Radiological Communicator: _____

Date: _____

Time: _____

The following items should be discussed as applicable:

1. Emergency Classification
2. Initiating Event (Date Time and Cause)
3. Plant Conditions
4. Equipment Out of Service
5. Proposed/ In-Progress/Completed Corrective Action
6. Any other items that should be communicated. |



CONTROLLED COPY #: 25

EMERGENCY PLAN PROCEDURES

PROCEDURE NO. IP-2500 REV. 12

TITLE: SECURITY EMERGENCY ACTIVATION RESPONSIBILITIES

THIS PROCEDURE IS TSR

THIS PROCEDURE IS NOT TSR

WRITTEN BY: [Signature]
SIGNATURE/DATE

REVIEWED BY: [Signature] 8/20/02
SIGNATURE/DATE

APPROVED BY: [Signature] 8/20/02
SIGNATURE/DATE

EFFECTIVE DATE: 8/21/02

PROCEDURE USE IS
REFERENCE

SECURITY EMERGENCY ACTIVATION
RESPONSIBILITIES

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	5.5 Notification for Security Events	
	5.6 Security Sweep and Evacuation of the Owner Controlled Area (OCA)	

IP-2500

SECURITY EMERGENCY ACTIVATION
RESPONSIBILITIES

1.0 PURPOSE

1.1 The purpose of this procedure is to provide guidance for Security in response to an Emergency Activation or Test request.

2.0 RESPONSIBILITIES

2.1 The SECURITY SHIFT SUPERVISOR (SSS) is responsible for:

- A. Initial security emergency functions.
- B. Ensuring control of site access and egress.
- C. Establishing site accountability.
- D. Providing facility security support.
- E. Ensuring the Public Address (P.A.) speakers are turned up in the Command Post and Central Alarm Station (CAS).
- F. Ensuring offsite vehicles are escorted if required by IP-1021, "Radiological Medical Emergency" and/or IP-1055, "Fire Emergency Response".

2.2 The CAS SECURITY OFFICER is responsible for:

- A. Ensuring the Secondary Alarm Station (SAS) is updated on information passed over the P.A. system.
- B. Ensuring that notifications are logged in the EP Security CAS Position Book log sheets.

3.0 REFERENCES

- 3.1 IP-1021, "Radiological Medical Emergency"
- 3.2 IP-1050, "Accountability"
- 3.3 IP-1055, "Fire Emergency Response"

4.0 PROCEDURE

4.1 The CAS Security Officer shall follow the appropriate flowchart (Attachments 5.1 - 5.6) as directed.

4.2 The following guidance is provided to clarify roster notification requirements found on the flowcharts:

- A. If the flowchart for an ALERT or higher emergency classification has been completed, all of Roster I and II, Indian Point (IP) Communications Representative and offsite agencies, except the Recovery Support Group Manager (RSGM), will be responding to their facilities. Therefore, the only notification required in these instances is to individually beep the Recovery Support Group Manager.

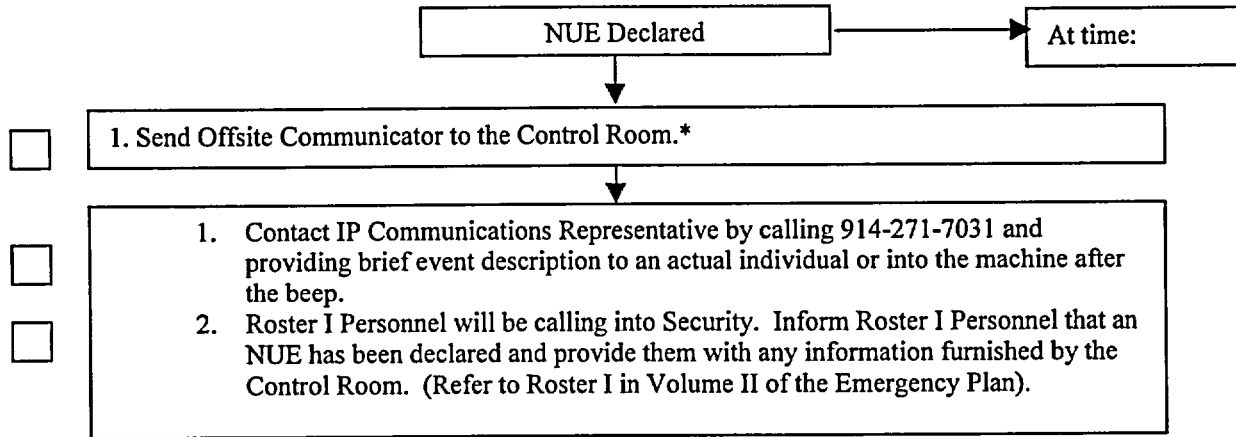
- 4.3 Attachment 5.5, "Notifications for Security Events", is used when a Security Event has occurred or there has been notification of a credible threat.
- 4.4 Attachment 5.6, Security Sweep and Evacuation of the Owner Controlled Area (OCA) shall be used when the Emergency Director (ED) directs Security to perform a sweep and evacuation of the OCA.

5.0 ATTACHMENTS

- 5.1 Notification of Unusual Event (NUE) Security CAS Flowchart
- 5.2 Alert Security CAS Flowchart
- 5.3 Site Area Emergency (SAE) Security CAS Flowchart
- 5.4 General Emergency (GE) Security CAS Flowchart
- 5.5 Notification for Security Events
- 5.6 Security Sweep and Evacuation of the Owner Controlled Area (OCA)

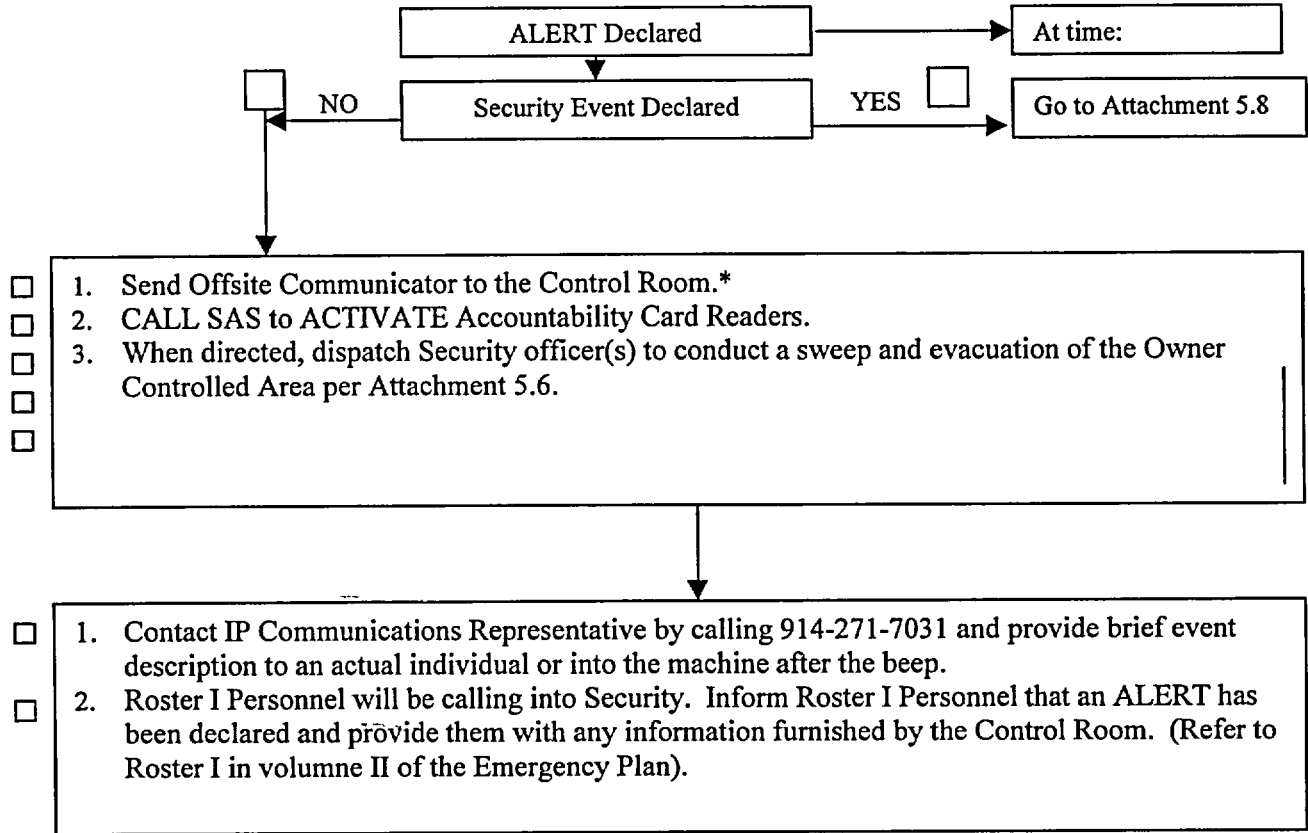
END OF TEXT

NOTIFICATION OF UNUSUAL EVENT (NUE)
SECURITY CAS FLOWCHART



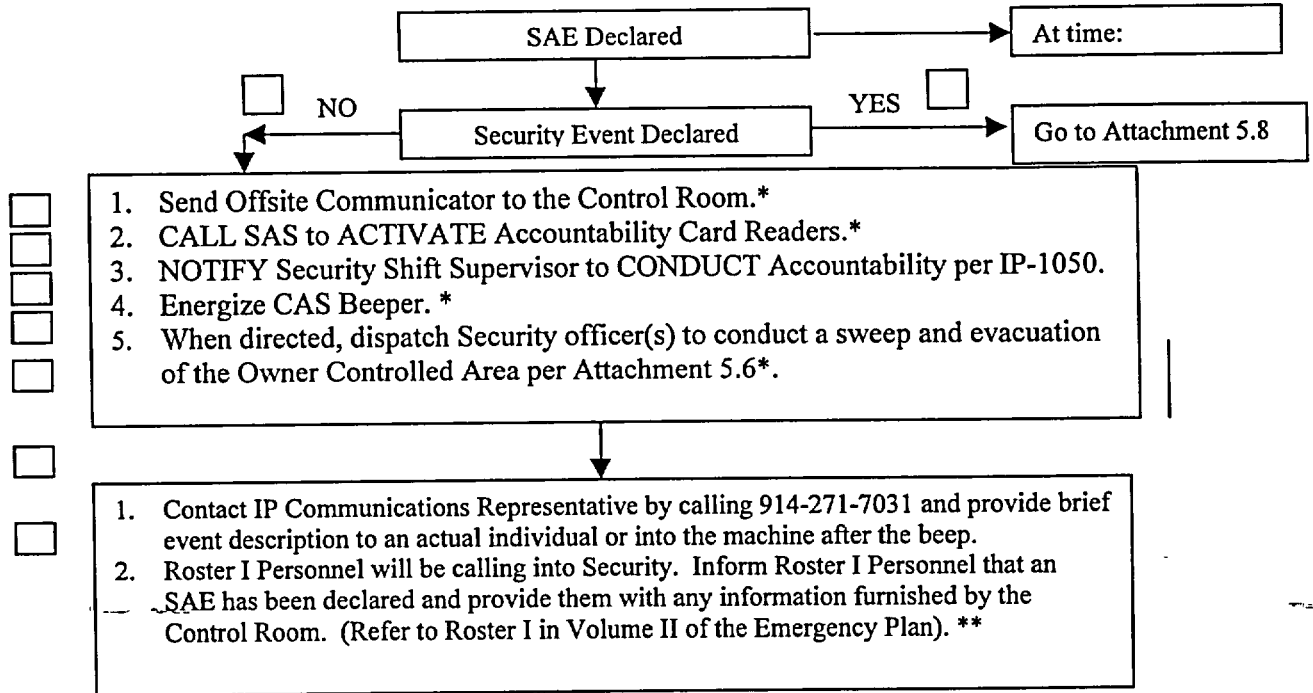
*If a security event is occurring, then notify the Control Room that the Offsite Communicator is not available.

ALERT
SECURITY CAS FLOWCHART



* Not required if already performed for a lower level emergency classification.

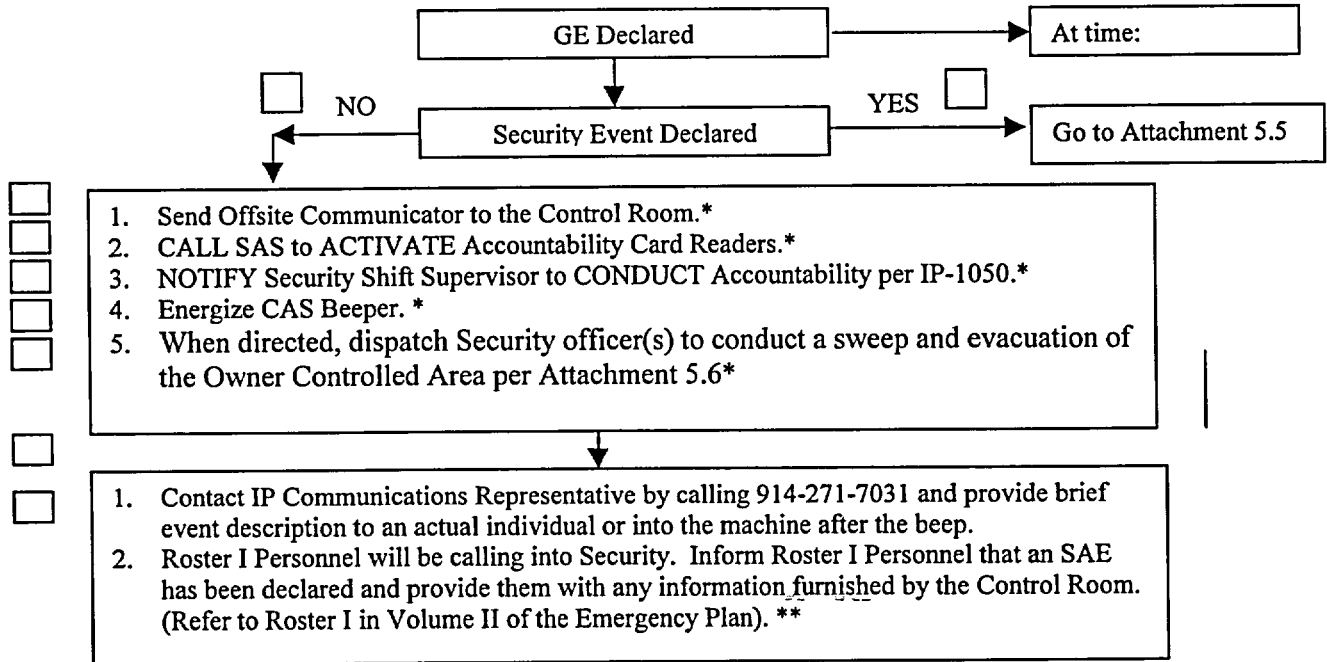
SITE AREA EMERGENCY (SAE)
SECURITY CAS FLOWCHART



* Not required if already performed for a lower level emergency classification.

** IF an ALERT was previously declared, THEN ONLY beep the Recovery Support Group Manager (Refer to Appendix C, Recovery Support Group Corporate Call List in Volume II, of the Emergency Plan) and DO NOT perform CAN notification.

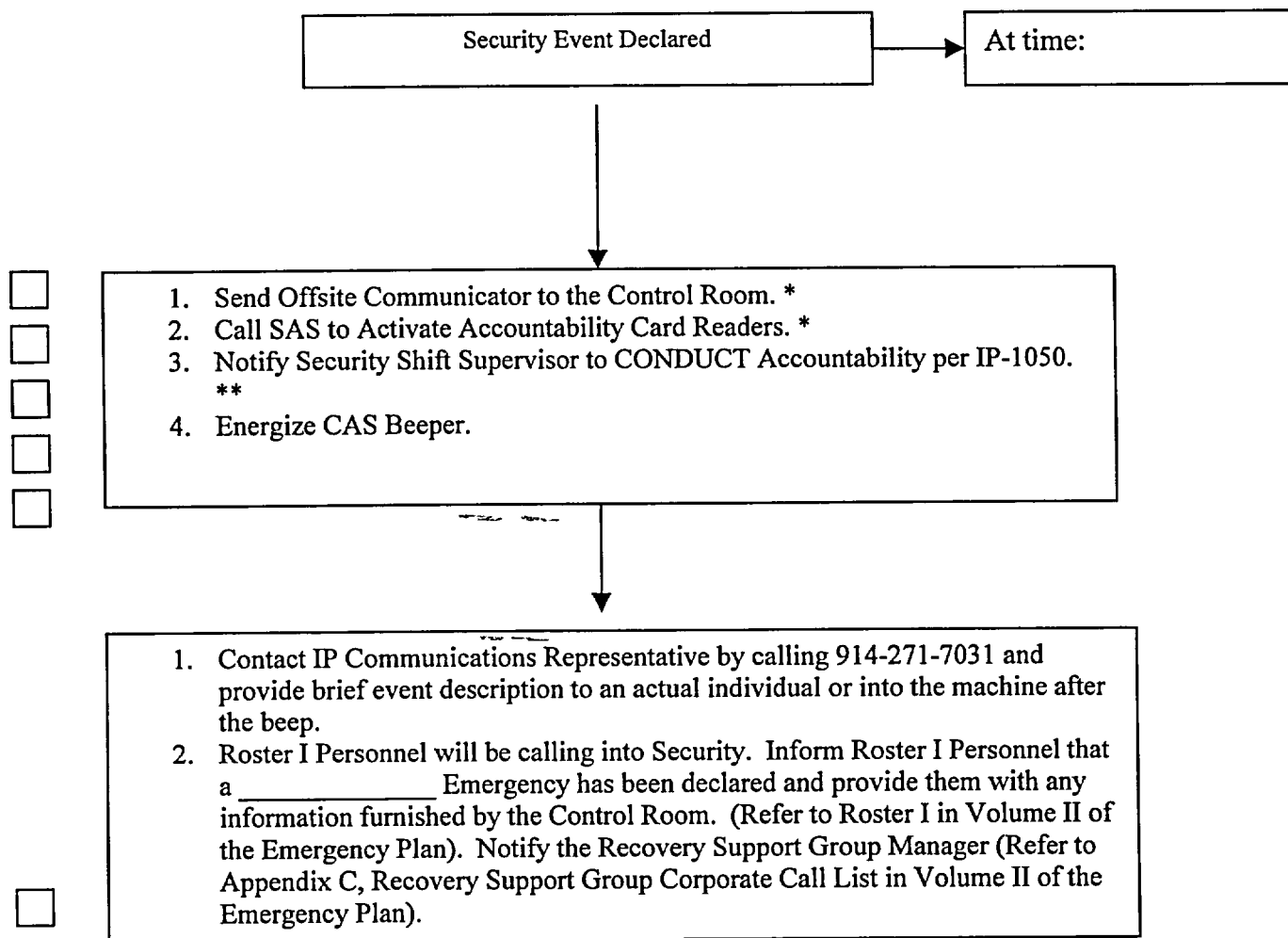
GENERAL EMERGENCY (GE)
SECURITY CAS FLOWCHART



* Not required if already performed for a lower level emergency classification.

** IF an ALERT or SAE was previously declared, THEN ONLY beep the Recovery Support Group Manager (Refer to Appendix C, Recovery Support Group Call List in Volume II, of the Emergency Plan) and DO NOT perform CAN notification.

NOTIFICATIONS FOR SECURITY EVENTS



* Notify the Control Room if the Offsite Communicator is not available. Notify the EOF Onsite Rad. Communicator (App. C, Vol. II of E-Plan) that Security is not available.

** If accountability is suspended, then perform these activities when directed by Plant Operations Manager (POM).

SECURITY SWEEP AND EVACUATION
 OF THE OWNER CONTROLLED AREA (OCA)

Initial Responsibility/Activity	Notes
<p>1.0 Conduct Security Sweep and Evacuation of the Owner Controlled Area (OCA) <u>WHEN</u> directed by the Security Shift Supervisor, <u>THEN</u> perform the following:</p> <p><i>NOTE: Using the OCA Security Sweep Checklist, make frequent stops near or in wooded areas, in parking lots, and in and around buildings.</i></p> <p>1.1 Verify Training Center Exit Gate & Human Performance Simulator Bldg. Gate are open, if not, then open.</p> <p>1.2 Proceed to the location in the Owner Controlled Area as directed by the Security Shift Supervisor and begin a systematic sweep of the OCA. Portable or vehicle mounted public address equipment shall be utilized to make the following announcement in a calm voice, with direct authority:</p> <p style="text-align: center;"><u>“ATTENTION ALL PERSONNEL”</u></p> <p style="text-align: center;"><u>“ATTENTION ALL PERSONNEL”</u></p> <p style="text-align: center;">“There is an event at Indian Point that requires all personnel with OCA Badges to exit the site. Use your personal vehicle to exit the site through the main gate.”</p> <p style="text-align: center;"><u>“Do NOT rush, speed, or endanger others.”</u></p> <p style="text-align: center;">“All emergency response personnel report to their assigned emergency response facility ”</p> <p>1.2 Repeat the above announcement as the OCA sweep is being conducted. Make frequent stops near or in wooded areas, in parking lots, and around buildings and trailers.</p> <p>1.3 As required, provide additional instructions to individuals regarding the route to nearest exit point.</p> <p>1.4 Complete and return to the Security Shift Supervisor, the attached checklist indicating a sweep has been completed for each portion of the OCA.</p>	

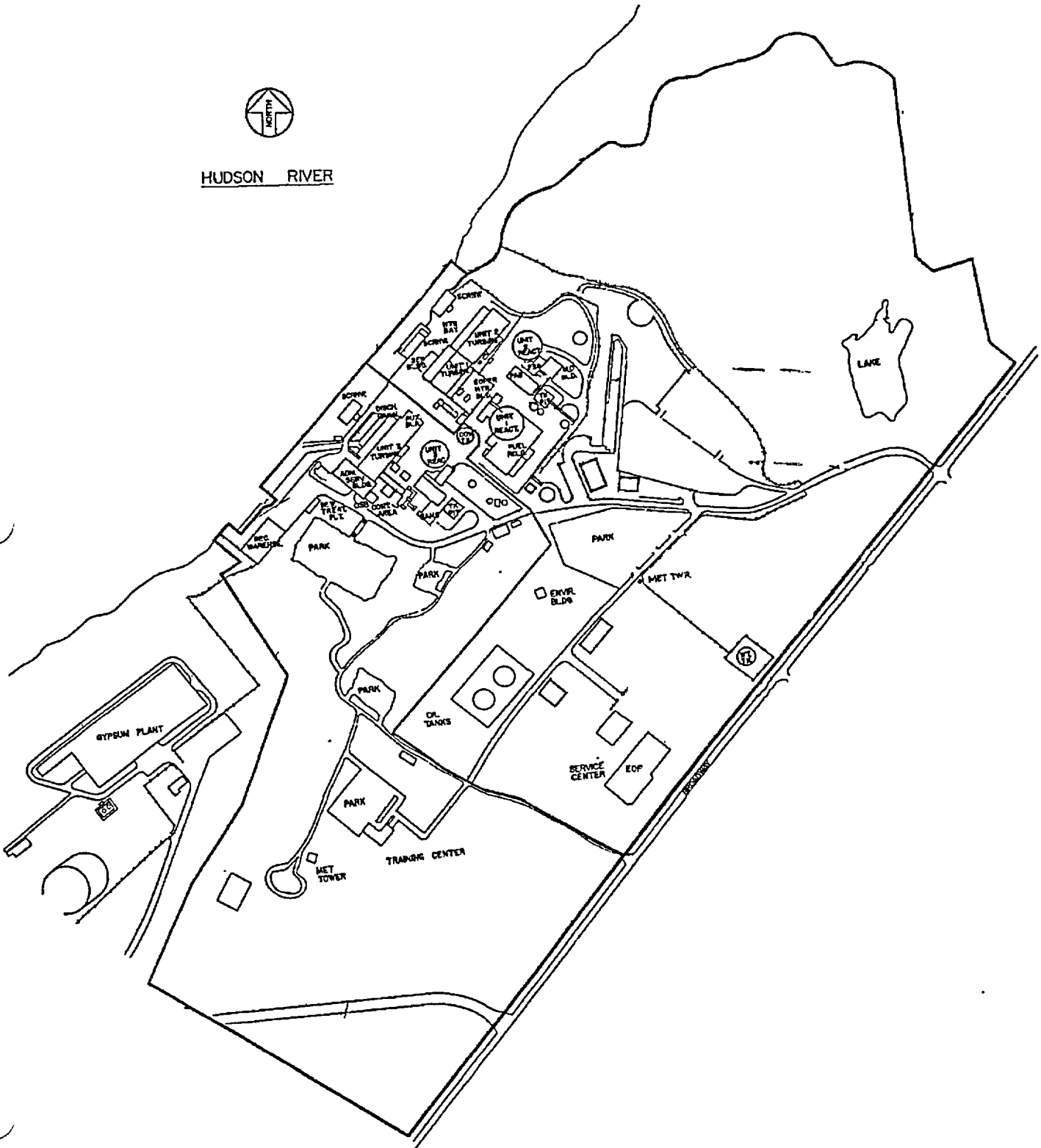
SECURITY SWEEP AND EVACUATION
 OF THE OWNER CONTROLLED AREA (OCA)

OCA Security Sweep Checklist

Area *	Description	Date:	
		Time Sweep Completed	Comments
1	Northeast section of the OCA from Broadway to the Hudson River, bordered on the Northeast by the OCA fence and on the Southeast by inter-area fencing.		
2	Area of the OCA from the Hudson River on the Northwest to Southeast past the Energy Education Center and Unit 2 Simulator Building including Lower Parking Lots.		
3	Area of the OCA that is bordered on the Southeast by Broadway, Northeast by the main entrance, Northwest by the Backup Met Tower and South by the Service Center.		
4	Area in the vicinity of the Emergency Operations Facility (EOF) and Service Center, including Trailers and parking lots.		
5	Area bordered by the Upper Level Parking Lot on the Northeast, including the Environmental Building and Oil Tanks to the Southwest.		
6	Area bordered on the South by Broadway, on the Northeast by the Unit 3 entrance road, on the Southwest by the OCA fence, including the Training Center, parking lots and Met Tower and OCA fence to the West.		
7	Area bordered by the Hudson River on the West from the Unit 3 Receiving Warehouse, the Unit 3 Protected Area fence to the Northeast, including all parking lots, the Sewage Treatment Plant, to inter-area fencing West of the Oil Tanks and the Environmental Building.		
8	Area to the immediate left and right of the main entrance road from the parking lot at the Unit 3 Admin. Services Building to the IPEC Main Entrance Security Post.		

*NOTE: Refer to OCA Map on next page.

SECURITY SWEEP AND EVACUATION
OF THE OWNER CONTROLLED AREA (OCA)





CONTROLLED COPY #: 25

EMERGENCY PLAN PROCEDURES

PROCEDURE NO. IP-1050 REV. 28

TITLE: ACCOUNTABILITY

THIS PROCEDURE IS TSR

THIS PROCEDURE IS NOT TSR

WRITTEN BY: Rebecca A. Martins 8/16/02
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REVIEWED BY: [Signature] 8/20/02
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APPROVED BY: [Signature] 8/20/02
SIGNATURE/DATE

EFFECTIVE DATE: 8/21/02

PROCEDURE USE IS
REFERENCE

ACCOUNTABILITY

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	5.2 Lead Accountability Officer (LAO)	
	5.3 Emergency Response Facility Accountability	
	5.4 Radiological Meter Checklist	

IP-1050

ACCOUNTABILITY

1.0 PURPOSE

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

2.0 RESPONSIBILITIES

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

3.0 REFERENCES

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

4.0 PROCEDURE

NOTE

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

- 4.1 At the ALERT Emergency or when the ERFs have been activated, REPORT to your Emergency Response facility, the Indian Point Training Center or Energy Education Center.

NOTE

Repair and Corrective Action Teams and Nuclear Plant Operators (NPOs) performing critical work in the field, and the NPO in the Primary Auxiliary Building (PAB) are not required to report to their ERF. Instead, they shall contact their ERF accountability clerk and report their location.

- 4.2 Accountability will be initiated at the Site Area or General Emergency or at the discretion of the POM or EPM.

- 4.3 USE the appropriate attachment, listed below, for specific Assembly Area/ERFs accountability functions.

- A. Attachment 5.2, "Lead Accountability Officer (LAO)"
- B. Attachment 5.3, "Emergency Response Facility Accountability"
- C. Attachment 5.4, "Radiological Meter Checklist"

5.0 ATTACHMENTS

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

END OF TEXT

ATTACHMENT 5.2

LEAD ACCOUNTABILITY OFFICER (LAO)

NOTE

Telephone numbers are listed in Volume II, Appendix B & C binder.

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

NOTE

The Indian Point Training Center (IPTC) and Energy Education Center (EEC) are the Assembly Areas for non-essential personnel.

- a. During on-hours, contact one of the IPTC Hallway Monitors and EEC Assembly Area Coordinators. During off-hours, send a Security Officer to the Training Building to be the point of contact with the LAO, when available.
- b. DISPATCH a Security vehicle to canvas the owner-controlled area and check buildings to ensure all individuals have gone to the IPTC, the EEC or their ERF and ensure Site access is secured.
- c. When card reader activity level has decreased (noted by either physical observation or card reader indication), but no later than 15 minutes after sounding of the Site Assembly Alarm, for the SAE or higher, GENERATE an 'unaccounted for personnel list', from the POSA computer (select option #10 from main menu), sorted by either Unit 2 or Unit 3 personnel badge numbers, depending on where the emergency has initiated from.
- d. Using the list generated in Section 2.c, account for Security force members for Unit 2 and Unit 3, and determine the missing persons by name.

ATTACHMENT 5.2

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

NOTE

Once the missing persons list has been generated, accountability is COMPLETE. This list must be generated within 30 minutes of the initiation of Accountability.

- e. Log the time accountability is complete.
- f. If there are any persons not accounted for in the protected area, then NOTIFY the following:
 - Unit 3 Plant Operation Manager (POM) (via the Unit 3 CR Accountability Line) and/or
 - Unit 2 Emergency Plant Manager (via the Unit 2 OSC Manager) during on hours or the Unit 2 Shift Manager (Control Room) during off hours.
3. Attempt to locate the missing persons.
 - For Unit 3 personnel:
 - use the PA system or
 - call the Unit 3 OSC/TSC/Control Room or
 - run an additional report on the individual's badge number to determine the last door carded in.
 - For Unit 2 personnel:
 - call the Unit 2 OSC Manager to make PA announcements or
 - call the Unit 2 OSC/TSC/Control Room or
 - contact Unit 2 security and have them run an additional report on the individual's badge number to determine the last door carded in.
4. INFORM the following when/if the missing persons have been found.
 - Unit 3 POM (via Unit 3 CR Accountability Line) and/or
 - Unit 2 Emergency Plant Manager (EPM) (via the Unit 2 OSC Manager) during on hours or the Unit 2 Shift Manager (Control Room) during off hours.
5. UPDATE the IPTC Hallway Monitor and Energy Education Center Assembly Area Coordinator of the plant status and radiological conditions
6. If radiation levels in the Assembly Area are greater than 10 mR/hr, then CONTACT the H.P. Team Leader in the OSC for direction
7. REVIEW IP-1053, "Evacuation of Site".

ATTACHMENT 5.3

EMERGENCY RESPONSE FACILITY ACCOUNTABILITY

NOTE

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

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

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

If you experience problems while carding in, THEN REPORT to the Facility Clerk.

- TSC (2nd Floor Administration Building) - All TSC designated and trained personnel report to the TSC, card into the accountability card reader.

If you experience problems while carding in, THEN REPORT to the Facility Clerk.

- OSC (2nd Floor Administration Building) - All OSC designated and trained personnel report to the OSC, card into the accountability card reader.

If you experience problems while carding in, THEN REPORT to the Facility Clerk.

- EOF (Service Center) - All EOF designated and trained personnel report to the EOF and sign in.

1. PERFORM the following actions in the CR, TSC and OSC at the ALERT Emergency or as soon as accountability is initiated:

- a. ENSURE operability of the card reader.

- 1) SWIPE Security badge through slot at bottom of the reader.
- 2) WATCH top red light change from red to green and then back to red.

- b. VERIFY the accountability phone is functional.

ATTACHMENT 5.3

EMERGENCY RESPONSE FACILITY ACCOUNTABILITY (CON'T.)

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

NOTE

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

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

ATTACHMENT 5.4

RADIOLOGICAL METER CHECKLIST

CALL THE LAO IF ANY READING IS GREATER THAN 10 mR/HR. ON ANY METER.
(See Volume II, Appendix C for telephone numbers)

THE FIXED LOCATION LUDLUM 300 G.M. METER

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

THE FRISKER (RM-14)

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

ATTACHMENT 5.4

RADIOLOGICAL METER CHECKLIST

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

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

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



CONTROLLED COPY #: 25

EMERGENCY PLAN PROCEDURES

PROCEDURE NO. IP-1054 REV. 11

TITLE: SEARCH AND RESCUE TEAMS

THIS PROCEDURE IS TSR ✓

THIS PROCEDURE IS NOT TSR

WRITTEN BY: Rebecca A Martin 8/20/02
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REVIEWED BY: [Signature] 8/20/02
SIGNATURE/DATE

APPROVED BY: [Signature] 8/20/02
SIGNATURE/DATE

EFFECTIVE DATE: 8/21/02

PROCEDURE USE IS REFERENCE

SEARCH AND RESCUE TEAMS

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	None	

IP-1054

SEARCH AND RESCUE TEAMS

1.0 PURPOSE

This procedure gives basic direction which Search and Rescue Teams should follow when dispatched to search for individuals who have not been accounted for in the early stages of an emergency.

2.0 RESPONSIBILITIES

- 2.1 The Plant Operation Manager (POM) and/or the Emergency Plant Manager (EPM) is responsible for authorizing Search and Rescue Teams.
- 2.2 The Operations Support Center (OSC) Manager is responsible for dispatching Search and Rescue Teams as directed by the POM and/or EPM.
- 2.3 The Radiological Assessment Team Leader (RATL) is responsible for advising the POM/EPM on the radiological concerns associated with Search and Rescue Teams.
- 2.4 The OSC Health Physics Team Leader (HPTL) is responsible for determining if HP Technicians or Limited Self Monitoring (LSM) personnel need to accompany Search and Rescue Teams.
- 2.5 The OSC Security Team Leader is responsible for determining if a Security Officer needs to accompany Search and Rescue Teams.

3.0 REFERENCES

- 3.1 IP-1017, "Emergency Personnel Exposure"
- 3.2 IP-1019, "Emergency Use of Potassium Iodide (KI)".

NOTE

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

NOTE

IP-1017, "Emergency Personnel Exposure", and IP-1019, "Emergency Use of Potassium Iodide (KI)" are to be used in conjunction with this procedure.

4.0 PROCEDURE

- 4.1 AFTER completing the following steps, the POM/EPM shall AUTHORIZE that a Search and Rescue Team be dispatched from the OSC after:
- A. Receiving information from the Lead Accountability Officer (LAO) that a Search and Rescue Team is required;
 - B. Conferring with the RATL as to the expected radiological conditions and precautions which should be taken.
- 4.2 Upon receiving a request from the POM/EPM, the OSC Manager shall ASSIGN a Search and Rescue Team using the following guidelines:
- A. Search and Rescue Teams should consist of a minimum of two individuals;
 - B. Unless waived by the OSC HPTL, one of the Search and Rescue Team members should be a HP Technician or LSM qualified individual.
 - C. Unless waived by the OSC Security Team Leader, if a Security event has occurred or is in progress, one of the Search and Rescue Team members should be a Security Officer.
- 4.3 Prior to dispatching a Search and Rescue Team, the OSC Team Leaders SHALL HOLD a briefing to cover the following items:
- A. ALARA;
 - B. Projected radiological conditions;
 - C. Best route;
 - D. Tools/keys;
 - E. Simulations, mockups, etc.;
 - F. Diagrams, maps, visual aids;

- G. Radio/headset operation and communications;
- H. Task comprehension/understanding;
- I. Safety issues, such as:
 - 1. Using good judgment;
 - 2. Fall protection;
 - 3. Ladders/scaffolding issues;
 - 4. Electrical issues;
 - 5. Fire protection issues;
 - 6. Confined spaces;
 - 7. Chemical issues;
 - 8. Material issues;
 - 9. Emergency lighting/flashlights.

4.4 The Search and Rescue Team members shall ADHERE to the following guidelines:

- A. Maintain contact with OSC via radio or telephone;
- B. The HP Technician or LSM qualified individual should be the first person to enter an area that has not been surveyed;
- C. If a seriously injured person is found, unless a fire or other condition presents a significant threat to that individual's health and safety, DO NOT MOVE THE INDIVIDUAL without the direction of medical personnel. A whole body dose of 200 Rad or greater constitutes a significant threat to an individual's health.

4.5 The OSC Manager shall NOTIFY the LOA when missing individuals are found.

4.6 The LAO shall NOTIFY the POM/EPM when missing individuals are found.

5.0 ATTACHMENTS

NONE

END OF TEXT