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+ +137	*MPF Field Team Kits (13.7.5, 13.9.1, 13.9.5, 13.9.8, 13.13.4, 13.14.4) (J. Ittner)	PE30
142	Hanford EOC/SMT	---
146	FEMA RX Liaison	---
155	*Maintenance Library (Memo to Veena)	927A
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218	U.S. Nuclear Regulatory Commission	---
219-221 (3)	Licensed Training (PSF Rm. 225, 247 or 248)	1050
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236	Site 1 (B.Lyons) (13.5.3, 13.5.7, 13.14.9)	817

+ + Procedure Control assures delivery is arranged/made to J. Ittner

* Level 1 File

A045

INTEROFFICE MEMORANDUM

DATE: August 29, 2002

TO: Distribution
Rmmotsl

FROM: Procedure Control, Administrative Services, (927A)

SUBJECT: PLANT PROCEDURES MANUAL - VOLUME 13
Distribution Package: 2002-496

REFERENCE:

The following Procedure(s) have been revised/approved and are to be inserted in your controlled copy of the Manual and the superseded revisions are to be removed and destroyed

<u>Procedure</u>	<u>Rev.</u>	<u>Title/Comments</u>
13.5.3	27	Evacuation of Exclusion Area and/or Nearby Facilities

To verify receipt or cancellation of the subject Procedure(s), please sign, date and return this receipt to Procedure Control, MD 927A within TEN (10) WORKING DAYS of the date of this IOM.

Energy Northwest
Procedure Control (Mail Drop 927A)
PO Box 968
Richland, WA 99352

Date

Signature of Manual Holder

87

Controlled Copy Number



13.5.3



USE CURRENT REVISION

COLUMBIA GENERATING STATION
PLANT PROCEDURES MANUAL

PROCEDURE NUMBER	APPROVED BY	DATE
*13.5.3	JAG for JEW - Revision 27	08/29/02
VOLUME NAME		
EMERGENCY PLAN IMPLEMENTING PROCEDURES		
SECTION		
EVACUATION AND ACCOUNTABILITY		
TITLE		
EVACUATION OF EXCLUSION AREA AND/OR NEARBY FACILITIES		

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1.0 PURPOSE

The purpose of this procedure is to identify the emergency actions and responsibilities of the Emergency Director to cause evacuation of Site One and the Exclusion Area when conditions so dictate.

This procedure also includes guidance for the Security Manager to direct sounding of the Crossroads and Site One sirens at Site Area Emergency to initiate tenant evacuations at Site One.

The procedure also identifies actions to be taken in the event the need for evacuation may impact other facilities in the local area, including the Department of Energy's Fast Flux Test Facility.

2.0 DISCUSSION

2.1 The principle consideration when contemplating an Exclusion Area evacuation is the safety of personnel. An Exclusion Area evacuation is the orderly withdrawal of all personnel, except those required to respond to the emergency situation, from areas outside the Protected Area but within the Exclusion Area boundary, and including those portions of the Owner Controlled Area outside the Exclusion Area. An Exclusion Area evacuation will be announced using any combination of sirens, PA announcements, or telephone notifications

2.2 The Emergency Director is responsible for determining when an Exclusion Area evacuation should be conducted. The decision to evacuate personnel should be based on the course of action which presents the minimum risk to employees. Some examples of conditions which make an Exclusion Area evacuation not advisable include, but are not limited to:

- An ongoing security threat affecting personnel in the Exclusion Area (consult with the Security Manager to aid in determining the safest course of action)
- Inclement weather (e.g., high winds or hazardous road conditions may preclude a safe evacuation of personnel)
- Radiological hazards exist (determine which action would result in lowest dose to evacuating personnel)
- Other hazards exist which might subject evacuees to a higher risk to personnel safety than not evacuating

If conditions for an Exclusion Area evacuation are present, but the decision is made to not evacuate personnel due to safety concerns, personnel will normally remain at their work locations unless directed otherwise.

2.3 Normally, Exclusion Area evacuations will be considered at a Site Area Emergency, or when other conditions warrant and is an automatic action at General Emergency. Exclusion Area evacuees will normally be directed to proceed home.

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If a radiological contamination problem is identified, evacuees will be directed to an alternate location for radiological monitoring and decontamination. The Energy Northwest Office Complex (ENOC) is the primary offsite assembly area.

3.0 REFERENCES

- 3.1 FSAR, Chapter 13.3, Emergency Plan, Sections 4, 5
- 3.2 PPM 13.2.2, Determining Protective Action Recommendations
- 3.3 PPM 13.5.5, Personnel Accountability, Search and Rescue
- 3.4 PPM 13.7.5, Offsite Assembly Area Locations
- 3.5 Public Address Message Format - Exclusion Area Evacuation, 26051

4.0 PROCEDURE

4.1 Emergency Director Responsibilities

- 4.1.1 Determine the need for an Exclusion Area evacuation at Site Area Emergency. Exclusion Area evacuations are automatic at the General Emergency classification.
- 4.1.2 Ensure actions for evacuation of Site One are being implemented at Site Area Emergency.
- 4.1.3 The decision to evacuate personnel should be based on the course of action which presents the minimum risk to employees. Some examples of conditions which make an Exclusion Area evacuation not advisable include, but are not limited to:
 - An ongoing security threat (consult with the Security Manager to aid in determining the safest course of action)
 - Inclement weather (e.g., high winds or hazardous road conditions may preclude a safe evacuation of personnel)
 - Radiological hazards exist (determine which action would result in lowest dose to evacuating personnel)
 - Other hazards exist which might subject evacuees to a higher risk to personal safety than not evacuating

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If conditions for an Exclusion Area evacuation are present, but the decision is made to retain personnel on site due to safety concerns, personnel will normally remain at their work locations unless directed otherwise.

NOTE: If the EOF Manager is acting as Emergency Director, coordinate the following steps with the Radiological Emergency Manager (REM):

- 4.1.4 If the decision is made to evacuate the Exclusion Area, determine if radiological hazards exist or are suspected within the Exclusion Area. If a radiological hazard does exist or a radiation release is in progress, then direct evacuees to report to the ENOC assembly area. Determine safe evacuation routes and hazardous areas to avoid.
- 4.1.5 If evacuation routes are unavailable due to hazards or severe weather, consider sheltering in place until conditions improve.
- 4.1.6 Use form 26051, Public Address Emergency Message Format - Exclusion Area Evacuation to complete a public address announcement.

NOTE: The EOF Manager, if acting as Emergency Director, must coordinate with the TSC Manager to have PA announcements made.

- 4.1.7 Immediately repeat the announcement. Continue repeating the announcement periodically while the evacuation remains in effect and until the TSC is activated. The TSC will assume responsibility for PA announcements when activated.
- 4.1.8 Direct the Security Manager (or on-shift Security Supervisor if Security Manager is not yet available) to implement actions for Site One or Exclusion Area evacuation.

4.2 Security Manager/On-shift Security Supervisor Responsibilities for Site One Evacuation - at Site Area Emergency

- 4.2.1 Confer with the Radiological Emergency Manager or Emergency Director in the REM's absence to determine the appropriate announcement in the following step.
 - If a radiation release is in progress, refer to step 4.6.2 to determine the need for an alternate evacuation route.

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- 4.2.2 Initiate a Site One public address announcement by dialing 761 and reading the applicable Message 1 or Message 2:

Message 1 - No Radiological Conditions:

THIS IS AN EMERGENCY ANNOUNCEMENT. SITE ONE PERSONNEL IMMEDIATELY EVACUATE THE HANFORD SITE AND PROCEED HOME.

NOTE: Include alternate evacuation route instructions, if required.

Message 2 - Radiological Conditions Exist:

THIS IS AN EMERGENCY ANNOUNCEMENT. SITE ONE PERSONNEL IMMEDIATELY EVACUATE THE HANFORD SITE AND REPORT TO THE ASSEMBLY AREA AT THE EAST SIDE OF 3000 GEORGE WASHINGTON WAY."

Repeat the PA announcement.

- 4.2.3 After step 4.2.3 is complete, direct the SCC Duty Officer to activate the Site One and Crossroads evacuation sirens.
- 4.2.4 Contact the SCC to verify Site One evacuation actions are being performed.

If the SCC has not been notified, contact the Site One Manager, Designated Site Authority (DSA) or Site One Monitor and verify that the Site One evacuation actions are being initiated.

Contact the SCC for the current DSA phone list, if necessary.

- 4.2.5 If you cannot contact anyone at Site One and you have not been able to confirm that the Site One gate is locked, make two attempts to contact personnel listed in section one of the Site One contact list.

Direct individuals contacted to evacuate Site One and go home, or report to the assembly area at 3000 George Washington Way.

If the Site One siren does not activate, direct the Security Supervisor to manually activate the siren at Gate 1-1. Also, direct the Security Supervisor to initiate a sweep of Site One and inform him of any tenant or contractor who was not contacted.

- 4.2.6 Contact the Security Supervisor to inform security officers at the roadblocks of offsite assembly area location if necessary.

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4.3 Security Manager Responsibilities for an Exclusion Area Evacuation

4.3.1 Confer with the Radiological Emergency Manager or Emergency Director in the REM's absence to determine the appropriate announcement in the following step.

- If a radiation release is in progress, refer to step 4.6.2 to determine the need for an alternate evacuation route.

4.3.2 Initiate a Site One public address announcement by dialing 761 and reading the applicable Message 1 or Message 2:

Message 1 - No Radiological Conditions:

THIS IS AN EMERGENCY ANNOUNCEMENT. EXCLUSION AREA AND SITE ONE PERSONNEL IMMEDIATELY EVACUATE THE HANFORD SITE AND PROCEED HOME.

NOTE: Include alternate evacuation route instructions, if required.

Message 2 - Radiological Conditions Exist:

THIS IS AN EMERGENCY ANNOUNCEMENT. EXCLUSION AREA AND SITE ONE PERSONNEL IMMEDIATELY EVACUATE THE HANFORD SITE AND REPORT TO THE ASSEMBLY AREA AT THE EAST SIDE OF 3000 GEORGE WASHINGTON WAY."

Repeat the PA announcement.

4.3.3 Direct the SCC Duty Officer to activate the Site One and Crossroads sirens.

4.3.4 Contact the SCC to verify Site One evacuation actions are being performed.

If the SCC has not been notified, contact the Site One Manager, Designated Site Authority (DSA) or Site One Monitor and verify that the Site One evacuation actions are being initiated.

If either the Site One siren or the Crossroads siren does not activate, direct the Security Supervisor to manually activate the siren. If the siren does not sound after manual activation, direct the Security Supervisor to initiate a sweep of the area and notify occupants to evacuate.

Contact the SCC for the current DSA phone list, if necessary.

4.3.5 If you cannot contact anyone at Site One and you have not been able to confirm that the Site One gate is locked, make two attempts to contact

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personnel listed in section one of the Site One contact list.

Direct individuals contacted to evacuate Site One and go home, or report to the assembly area at 3000 George Washington Way.

Direct the Security Supervisor to initiate a sweep of Site One and inform him of any tenant or contractor who was not contacted.

4.3.6 Contact the Security Supervisor to inform security officers at the roadblocks of offsite assembly area location if necessary.

4.3.7 Direct the Secondary Alarm Station Operator to broadcast the appropriate exclusion area message over the Energy Northwest Maintenance and Security Radio Channels. The SAS checklist announcement should either direct evacuees to (1) report to the ENOC assembly area or (2) proceed home.

4.3.8 If an assembly area is being established, direct the Security Supervisor to dispatch an officer with a radio to the assembly area to maintain order at the designated assembly area, and to relay messages or directions to evacuees.

4.3.9 Provide telephone evacuation notification and the above instructions to the following. Refer to the Emergency Phone Directory for phone numbers.

Circulating Pumphouse
Visitor's Center
Waste Water Treatment Plant
Security Training Facility/Firing Range
Plant Maintenance Training
Ashe Substation

4.3.10 Keep the Emergency Director informed on the status of the Exclusion Area Evacuation.

4.4 Security Supervisor Responsibilities

4.4.1 Direct a Security Officer to the ENOC assembly area, if established, to maintain order at the designated assembly area, and to relay messages or directions to evacuees.

4.4.2 Instruct the Security Officer at the assembly area to communicate on the Security area wide radio channel to help coordinate evacuee processing and relay messages.

4.4.3 Direct the mobile patrol to perform a visual check of evacuation progress within the Exclusion Area Boundary, including the Security Firing Range and that portion of the Owner Controlled Area outside the Exclusion Area boundary. Refer to Attachment 5.1.

4.5 Offsite Agency Coordinator Responsibilities

4.5.1 Contact the FFTF Control Room and inform them of Exclusion Area evacuation PADs made by Energy Northwest.

4.6 Radiological Emergency Manager Responsibilities

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4.6.1 Determine if an offsite release is in progress.

4.6.2 If an offsite release is in progress at the time of evacuation, evacuees should be directed to report to the ENOC assembly area. Refer to Attachment 5.2 for site evacuation routes. This direction should include an evacuation route from the list below as appropriate.

- Primary: Route 4 South - This four lane road leads from the sites to Richland and is the main route from the sites.
- Alternate: Route 10 South - A two lane road (FFTF access road) connects Route 4 with Route 10 to Highway 240, then leads into Richland.
- Alternate: Route 4 South - A two lane road leads northwest from the site, intersecting with Highway 240 and Highway 24 to Yakima.
- Alternate: Route 2 South - A two lane road leading north from the sites, intersecting with Highway 240 and Highway 24 to Yakima.

4.6.3 If no offsite release is in progress at the time of evacuation, evacuees should be directed to report to their homes.

4.6.4 Contact the TSC Radiation Protection Manager (RPM) to coordinate the appropriate evacuation actions.

4.6.5 In the event of an Exclusion Area evacuation requiring personnel to report to the ENOC, dispatch an HPC staff member to set up the assembly area. Refer to PPM 13.7.5 for guidance regarding setup and operations of the ENOC assembly area.

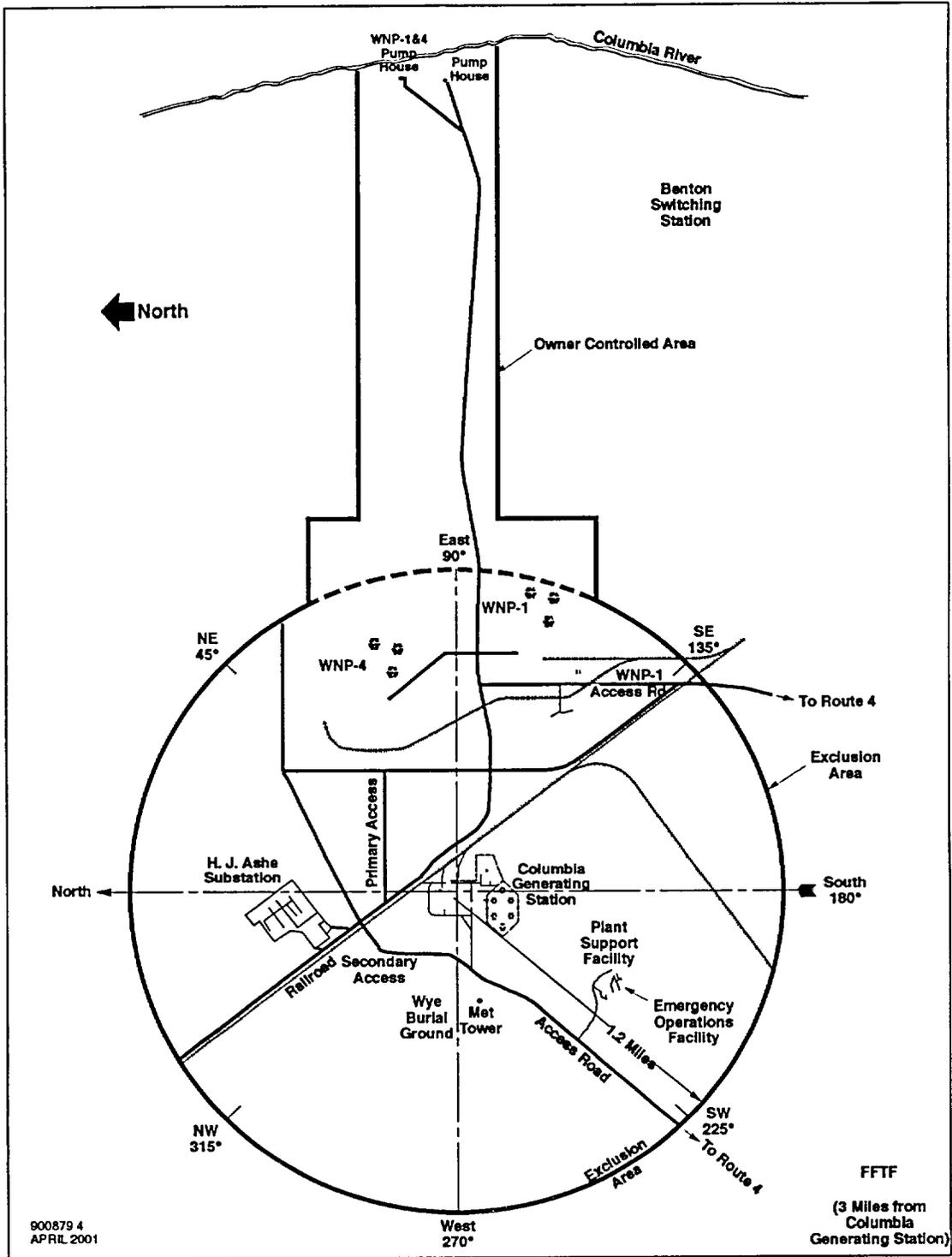
5.0 ATTACHMENTS

5.1 Exclusion Area Map

5.2 Evacuation Route Map

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EXCLUSION AREA MAP
Includes Owner Controlled Area

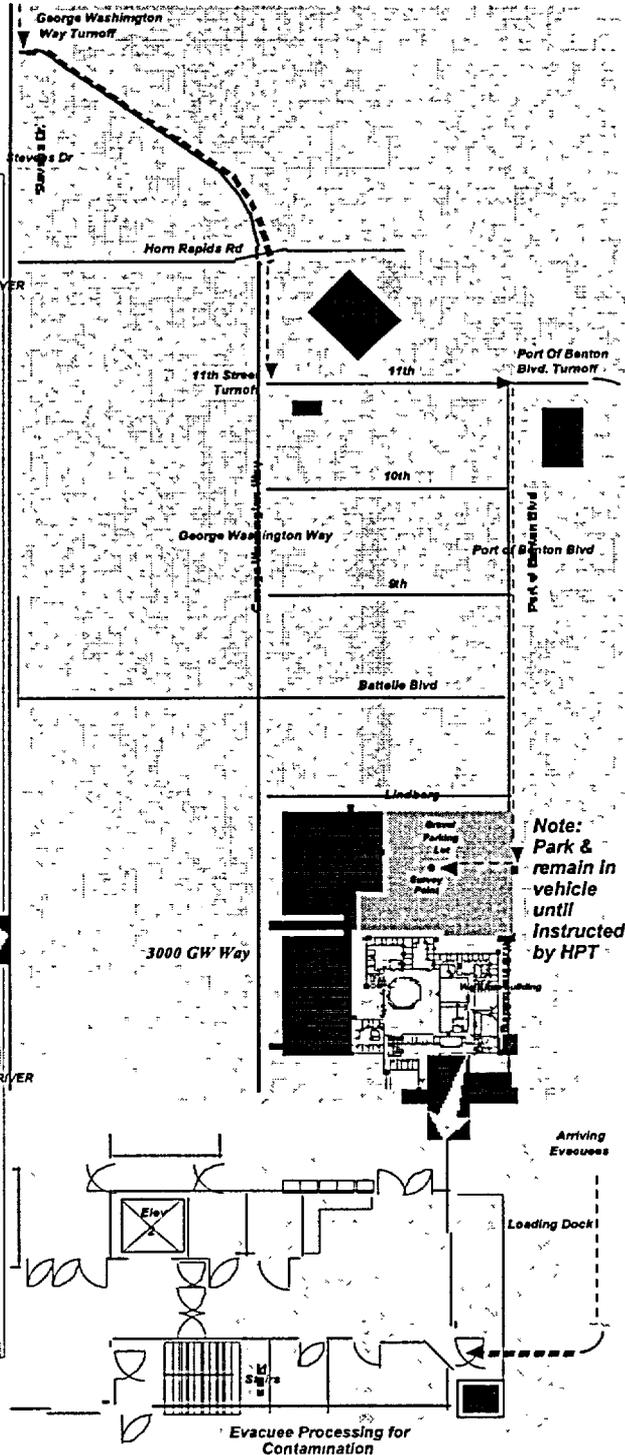
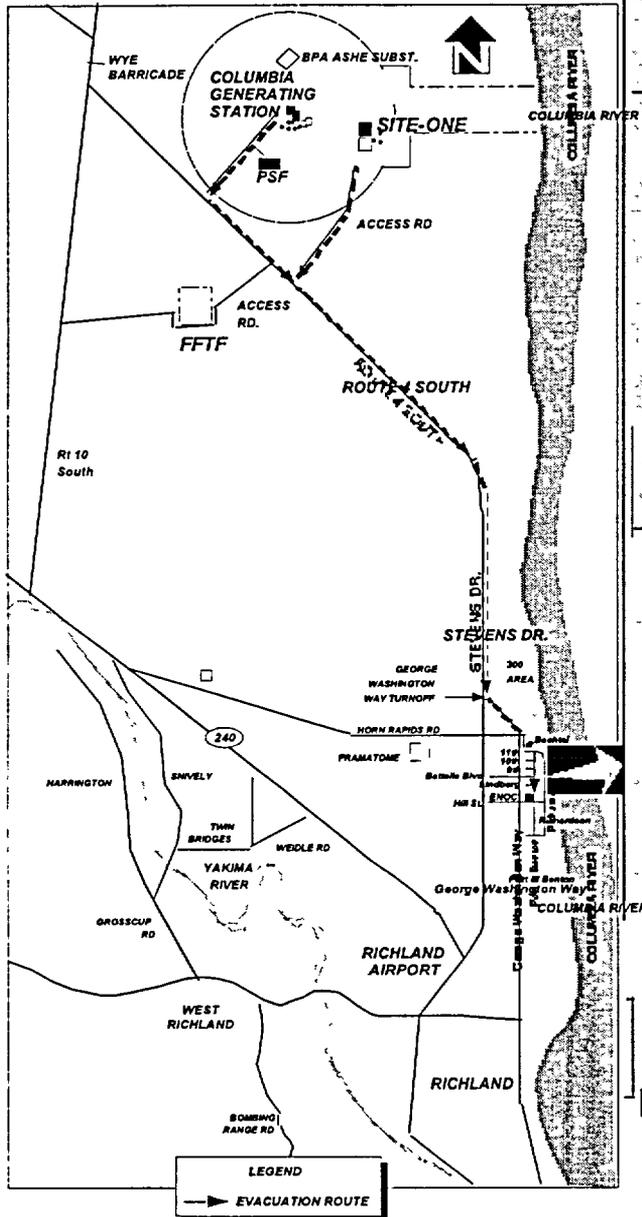


Attachment 5.1

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EVACUATION ROUTE MAP

Energy Northwest Office Complex (ENOC) Evacuation Assembly Area



- Notification Method:**
- Steady siren, or
 - Public address system, or
 - Telephone

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April 2002

Attachment 5.2

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