

Beaver Valley Power Station

Unit 1/2

EPP/IP 1.4

Technical Support Center Activation, Operation and Deactivation

Document Owner
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Safety Related Procedure	Yes

CONTROLLED
BVPS UNIT 3

Beaver Valley Power Station

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A. PURPOSE

This procedure provides guidance for the Technical Support Center (TSC) staff in the activation, operation and deactivation of the Technical Support Center.

B. REFERENCES

- 1.0 Beaver Valley Power Station Emergency Preparedness Plan and Implementing Procedures.
- 2.0 Beaver Valley Power Station Operating Manual.
- 3.0 Title 10 Code of Federal Regulations Part 50, Appendix E.
- 4.0 NUREG-0654/FEMA-REP-1 "Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants."
- 5.0 NRC Inspection Report 50-334 #81-27 (The concept of operations described in this EPP/IP were incorporated in response to finding.)
- 6.0 NUREG-1394 "Emergency Response Data System (ERDS) Implementation."
- 7.0 Condition Report #970716
 Condition Report #00-2202
 Condition Report #01-3198
 Condition Report #01-6025
 Condition Report #02-04166
 Condition Report #01-1714-07

C. RESPONSIBILITIES

The Technical Support Coordinator is responsible for insuring the actions outlined in this procedure are completed. The Emergency Director is responsible for insuring Attachment 4 "Guidance for ERF Evacuation/Inaccessible" is implemented, if applicable. The TSC Computer Coordinator is responsible for ERDS activation per Attachment 9.

D. ACTION LEVELS/PRECAUTIONS

1.0 ACTION LEVELS

NOTE

NUREG-1394 requires activation of the ERDS computer within one (1) hour of the declaration of any Alert or higher classification.

- 1.1 This procedure should be initiated upon any of the following:
 - 1.1.1 At the direction of the Shift Manager, assuming the responsibilities of the Emergency Director.

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1.1.2 Declaration of an emergency condition equal to or greater than an Alert.

2.0 PRECAUTIONS

NOTE:

Operability of the TSC and EOF is checked as part of Operations Manual, Chapter 58. Emergency activation of the TSC and EOF will include operability checks in addition to those mentioned above.

- 2.1 To ensure that appropriate and timely attention is paid to the in-plant and offsite aspects of the emergency condition, the Shift Manager should delegate supervision of in-plant activities and assume the responsibilities of the Emergency Director as set forth in the BVPS Emergency Preparedness Plan.
- 2.2 The Shift Manager must ensure that TSC activities and personnel associated with TSC activation do not interfere with operational and assessment actions.
- 2.3 The Technical Support Center will provide the following functions:
 - * Provide plant management and technical support to plant operations personnel during emergency conditions.
 - * Relieve the reactor operators of peripheral duties and communications not directly related to reactor system manipulations.
 - * Prevent congestion in the Control Room.
 - * Perform EOF functions for the Alert Emergency class and for the Site Area Emergency class and General Emergency class until the EOF is functional.
 - * Provide radiological briefings for personnel leaving the ERF during a declared emergency.

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E. PROCEDURE

1.0 ACTIVATION

NOTE:

The TSC should be activated as soon as possible, but, in all cases, within one (1) hour of an ALERT or higher classification. BVPS will continue to maintain an ERO and notification system which will have the objective of meeting the 30/60 minute response time criteria specified in NUREG-0654. It is recognized that 100% staff augmentation, within 30 minutes, may not be achievable under all circumstances. The Onsite staff shall be augmented as soon as reasonably achievable.

- 1.1 Upon declaration of an emergency condition equal to or greater than an ALERT or as directed by the Emergency Director (SM), the ERF Emergency Access Station procedure should be implemented (Attachment 2)
 - 1.1.1 Security and the Technical Support Coordinator shall refer to Attachment 1 for instructions concerning the ERF ventilation.
 - 1.1.2 If personnel are notified that the Site is inaccessible, refer to Attachment 4 "Guidance For ERF Inaccessible/Evacuation".
- 1.2 Upon notification of an Alert or higher emergency classification, the on-call Emergency Director shall do at least one of the following:
 - 1.2.1 Proceed to the Control Room, or
 - 1.2.2 Contact the SM/ED via cell phone, direct ringdown phone, or other available communications, and
 - 1.2.3 Obtain the information to complete the turnover status checklist with the on-duty SM/Emergency Director.
- 1.3 The Technical Support Coordinator shall inform the Emergency Director of TSC staffing (reference Attachment 5).

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NOTE:

Obtain the BVERS printout from the FAX machine in the TSC Communications Area.

- 1.3.1 Using the Beaver Valley Emergency Response System (BVERS) printout, determine staffing from personnel currently at the TSC, or via arrival times listed on the BVERS printout.
- 1.4 The Technical Support Coordinator shall inform the Emergency Director of the status of the following:
- 1.4.1 Emergency equipment is energized or operable. (Reference Attachment 5)
- 1.4.2 Security has:
- Secured the ERF Emergency Entrance.
 - Isolated the ERF ventilation, per Attachment 1.
- 1.4.3 Health Physics has:
- Established Frisking Station (if required).
 - Established TLD Issue Area.
- 1.5 Verify that the Radiological Controls Coordinator has initiated habitability surveys, if necessary. (Refer to Attachment 8 of this IP.)

NOTE:

Depending on the type of emergency or circumstances, the TSC may be activated without complete staffing or all available communications equipment.

- 1.6 Upon information provided by the Technical Support Coordinator, the Emergency Director, or designee, shall declare the Technical Support Center activated and inform the Shift Manager of the final transfer of responsibilities. A formal activation announcement shall be made over the ERF page, the plant page party system, and the Operations/RadCon Headset Circuits. EPP/IP 1.3, "Turnover Status Checklist" should be used during the turnover process to assure accurate information is received.

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2.0 OPERATION

NOTE:

If actions are required in an emergency that are immediately needed to protect the public health and safety, and departs from the license condition or Technical Specification, the action shall be approved, as a minimum by a licensed Senior Reactor Operator prior to taking the action, per 10 CFR 50.54 (x) and (y).

- 2.1 The Technical Support Center (TSC) is located in the Emergency Response Facility. Equipment and facilities required for implementation of the BVPS EPP are located in the TSC. This equipment includes; computer systems for both Units, dedicated telephones providing access to Control Room data and the means for conversations with Operations personnel and dedicated headset circuits.
- 2.2 Technical Support Center equipment operation shall be under the guidance set forth in the BVPS EPP/IP 1.2, "Communications and Dissemination of Information", or other applicable procedures.
- 2.3 If access to the TSC becomes restricted due to radiological or other conditions, the Emergency Director and designated Emergency Coordinators should relocate per Attachment 4. All other TSC personnel will receive reporting instructions as the situation warrants.
- 2.4 The functional responsibilities of the individual TSC personnel (Emergency Coordinators) are identified in Section 5 of the BVPS Emergency Preparedness Plan.

3.0 DEACTIVATION

- 3.1 The Emergency Director may, upon satisfying the criteria of EPP/IP 6.2, "Termination of the Emergency and Recovery", declare the TSC deactivated. The Technical Support Coordinator will be directed to coordinate the TSC deactivation. Preparations should be made between the Shift Manager and the Emergency Director to transfer remaining responsibilities to the On-Shift or Recovery organizations.
- 3.2 After shifting responsibilities, inform the Shift Manager that the TSC has been deactivated. A formal announcement should be made to any remaining TSC staff and announced over the Operations and RadCon circuits, as a minimum.

CAUTION:

Establish contact with the NRC to obtain approval for ERDS link deactivation.

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3.3 Upon deactivation, the Technical Support Coordinator should direct available personnel to de-energize and restore emergency equipment, forms and any other items utilized during the emergency response.

F. FINAL CONDITIONS

- 1.0 The use of this procedure shall be terminated after the following conditions have been met.
 - 1.1 All available records generated during the emergency response are forwarded to the Communications and Record Coordinator.
 - 1.2 All functional equipment/supplies have been restored to preactivation status.
 - 1.3 The TSC staff has been relieved of all duties associated with the operation of the TSC.
 - 1.4 Normal operations have been restored or a recovery organization established.

G. ATTACHMENTS

- 1.0 ERF VENTILATION SYSTEM ISOLATION
- 2.0 ERF EMERGENCY ENTRANCE
- 3.0 ACTIVATION OF IPC, ERFCS AND SPDS COMPUTERS
- 4.0 GUIDANCE FOR ERF EVACUATION/INACCESSIBLE
- 5.0 TECHNICAL SUPPORT COORDINATOR - ACTIVATION CHECKLIST (Example)
- 6.0 COMPUTER COORDINATOR - ACTIVATION CHECKLIST (Example)
- 7.0 COMMUNICATIONS AND RECORDS COORDINATOR - ASSIGNMENT CHECKLIST (Example)
- 8.0 RADIOLOGICAL CONTROLS COORDINATOR - CHECKLIST (Example)
- 9.0 ACTIVATION OF THE EMERGENCY RESPONSE DATA SYSTEM (ERDS) FROM THE TSC
- 10.0 NRC/BVPS TECHNICAL INFORMATION FLOW

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ERF EMERGENCY VENTILATION ISOLATION/ACTIVATION

RESPONSIBILITY

Upon declaration of an **ALERT** or higher emergency classification, or at the direction of the Emergency Director, Security shall complete **SECTION A** and the Technical Support Coordinator, or designee, shall complete **SECTION B**.

NOTE:

If Security is unavailable or delayed, the Technical Support Coordinator, or designee, shall also complete **SECTION A**.

SECTION A, Ventilation Isolation by Security

NOTE:

The ERF Ventilation System is isolated by Security personnel immediately after they have established the ERF Emergency Access Station.

To manually isolate the ventilation system in the Emergency Response Facility, perform either step 1) or 2) of the following:

- 1) Flip the switch on Control Panel #5 (located in the EOF - Figure 1). The switch is located on the lower right hand side of the HVAC panel and should be placed from the normal position to the Emergency System Mode Switch position (observe instructions posted on the panel).
or
- 2) Follow the same procedure in the Mechanical Room (Figure 1). The switch and instructions are also located on the HVAC panel on the lower right hand side of the panel.

The switch closes the automatic dampers and allows for recirculating the air in the ERF. Whether the switch is in the normal or emergency system mode switch position, the air is sent through a series of filters before circulating.

- 3) Record time Emergency Ventilation switch activated, and **inform Technical Support Coordinator**.
- 4) If the ventilation system is not isolated/activated, inform Technical Support Coordinator. The Technical Support Coordinator shall discuss the situation with the Engineering Coordinator, Emergency Director and Radiological Control Coordinator as to the need for surveys, sampling or ERF evacuation.

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ERF EMERGENCY VENTILATION ISOLATION/ACTIVATION

SECTION B. Starting Second Ventilation Fan by Tech Support Coord./Designee

The purpose of Section B is to start the second air handling Fan to ensure a positive pressure is maintained in the TSC and EOF during emergency use.

- 1) Locate the S-1 Air Handling Unit Panel in the Maintenance Area Mechanical Room Figure 1, (Across from the ERF Reproduction Room.)
- 2) Verify or place the S-1 air handling unit Fan No. 1 in "Manual".
- 3) Verify or place the S-1 air handling unit Fan No. 2 in "Manual".

NOTE:

If S-1 air handling unit Fan No. 1 is in service, go to step 5, if S-1 air handling unit Fan No. 2 is in service, go to step 4 and skip step 5).

- 4) Start the S-1 air handling unit fan No. 1 by pushing the start button.
- 5) Start the S-1 air handling unit fan No. 2 by pushing the start button.
- 6) Adjust the manual speed controller on the S-1 air handling unit Fan No. 1 to 8.75.
- 7) Adjust the manual speed controller on the S-1 air handling unit Fan No. 2 to 8.75.
- 8) Close doors to the TSC (including the Communications Area of the Ombudsman's Office) and EOF (i.e.: do not prop or block doors open).
- 9) Inform Emergency Director second ventilation fan has been started to maintain TSC and EOF positive pressure.
- 10) If the second fan does not start, the Technical Support Coordinator shall discuss the situation with the Engineering Coordinator, Emergency Director and Radiological Control Coordinator as to the need for surveys or sampling.

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ERF EMERGENCY VENTILATION ISOLATION/ACTIVATION

SECTION C. Returning Ventilation System to One Fan (Normal) Service

CAUTION:

Ramp down Fan speed prior to stopping second Fan.

- 1) Stop the S-1 air handling unit Fan No. 2 by pushing the stop button.
- 2) Place the S-1 air handling Unit Fan No. 2 in auto.
- 3) Adjust the manual speed controller on the S-1 air handling unit Fan No. 1 to 7.0.
- 4) Adjust the manual speed controller on the S-1 air handling unit Fan No. 2 to 7.0.
- 5) Place the ERF Building Normal/Emergency Ventilation switch at panel CP-1 in the Maintenance Area Mechanical Room Figure 1 (across from the ERF Reproduction Room) to the Normal position.
- 6) Confirm labeled indicators have reversed damper positions.
- 7) Inform the Engineering Coordinator and the Emergency Director.

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ERF EMERGENCY ENTRANCE

A. PURPOSE

This procedure provides guidance for emergency support personnel for gaining access to the Emergency Response Facility (ERF).

B. REFERENCES

None

C. RESPONSIBILITIES

The RadCon Coordinator and Security Coordinator are responsible for insuring the actions outlined in this procedure are completed.

D. ACTION LEVELS/PRECAUTIONS

1.0 ACTION LEVELS

1.1 This procedure should be initiated upon any of the following:

1.1.1 At the direction of the Nuclear Shift Supervisor assuming the responsibilities of the Emergency Director.

1.1.2 Declaration of an emergency condition equal to or greater than an emergency classification of ALERT.

2.0 PRECAUTIONS

2.1 The ERF Emergency Entrance will provide the following functions:

* Provide a controlled access location into the ERF.

* Provide a location for performing radiological monitoring of personnel entering the ERF (if appropriate).

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E. PROCEDURE

1.0 ACTIVATION

NOTE:

If emergency personnel arrive at the ERF Building prior to Security/Health Physics set-up, they shall sign in on the wall boards by the garage and begin activation of their area. Upon Security/Health Physics set-up, announcements should be made on the ERF Page for personnel to report to the Security Sign-in Station and, also obtain dosimetry. Security and Health Physics may cross-reference sign-in logs to assure all personnel are signed in and possess dosimetry.

- 1.1 Security will secure all entrances to the ERF, except the Health Physics Check Area entrance at the ERF garage (Figure 1).
 - 1.1.1 Security will establish a Security/Sign-in Station inside the ERF by the garage and Decontamination Room doors (Figure 2).
- 1.2 Personnel shall sign the sheets located on the wall near the Security Sign-in. As indicated in EPP/IP 1.7 "Emergency Response Organization Teams", signing the Sign-in Sheet indicates the individual is Fit For Duty and has not consumed alcohol within the last five (5) hours.
- 1.3 Health Physics will establish a Dosimetry Issue Station down the hall from the Security/Sign-in Station. All personnel entering the ERF Building will be required to wear a TLD (Figure 2).
 - 1.3.1 Dosimetry should not be issued to individuals who have worn their assigned BVPS TLD when entering the ERF. The Security/TLD issue log should be marked accordingly.
 - 1.3.2 A RadCon Coordinator Assistant should make the following announcement on the ERF page system (PAX 7000).

"All emergency workers who have not processed in through Security and Health Physics should do so as soon as practical to ensure complete staff accountability and radiation dosimetry issue."

REPEAT THIS ANNOUNCEMENT SEVERAL TIMES DURING THE INFLUX OF THE ERO SUPPORT STAFF.

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- 1.4 Health Physics will also establish a radiological monitoring station, if needed, in the Health Physics Check Area with appropriate radiological boundaries (Figure 2).
- 1.5 A RadCon Coordinator or Assistant shall make the following announcement:

"All ERF personnel leaving the ERF must receive a radiological briefing from the TSC RadCon Coordinator in the TSC prior to exiting the ERF".
- 1.6 After the influx of TSC/EOF support staff, a RadCon Coordinator Assistant should make an accounting of those who normally have assigned dosimetry and who received ERF-EPP TLD's. The normal dosimetry should be pulled from the normal storage locations for return to the ERF Building as soon as practical.

2.0 OPERATION

- 2.1 Health Physics will determine the necessity of a self-frisk based on Health Physics/Operations evaluation of the potential for contamination due to a radiological release.
- 2.2 All personnel entering the Health Physics Check area will remain within the radiological boundaries until monitored, if necessary.
- 2.3 If contamination is detected, Health Physics should be notified. They will evaluate the extent of the contamination, and direct decontamination in the Decontamination Room, if necessary. (Refer to BVPS HPM Chapter 3, RP 2.3 "Decontamination Control" for additional guidance.)

NOTE:

The Decontamination Room showers drain to a holding tank buried outside the ERF. Tank level indicator panels are located in the front entrance to the ERF, and the Service Dock Area by the roll-up door.

- 2.4 If no contamination is detected, personnel may exit the Health Physics Check Area at the designated point, and continue to the Security/Sign-in Station.
- 2.5 Present Beaver Valley Power Station I.D. to Security personnel at the Sign-in Station. If personnel do not have proper identification or are not on the Emergency Response Organization Call-List, they will remain at the Security Station until vouched for/escorted by TSC/EOF personnel.
- 2.6 Upon clearance of the Security/Sign-in Station, personnel should sign-in on the wall board sheets, obtain dosimetry from Health Physics, or notify Health Physics their assigned BVPS TLD is being worn, and then continue to their appropriate emergency response positions.

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3.0 DEACTIVATION

- 3.1 Upon decision by the Emergency Director/Emergency Recovery Manager to terminate the use of the ERF Emergency Entrance, the RadCon Coordinator and Security Coordinator will direct the deactivation process.
- 3.2 Upon deactivation and prior to the return of normal building access, the RadCon Coordinator will assure that all radiological boundaries and equipment are properly removed, and surveys are conducted to confirm that the Health Physics Check Area (and Decontamination Room, if necessary) are below 5000 dpm/100 cm². Areas that cannot be readily decontaminated to acceptable levels shall be isolated and access controlled until decontamination efforts are satisfactorily completed.
- 3.3 Upon deactivation, the Security Coordinator will assure the re-establishment of normal building access.

F. FINAL CONDITIONS

- 1.0 The use of this procedure shall be terminated after the following conditions have been met:
 - 1.1 All records generated during the emergency response are forwarded to the proper personnel for review and then forwarded to Emergency Preparedness.
 - 1.2 All functional equipment/supplies have been restored to pre-activation status.
 - 1.3 All contaminated waste has been properly packaged and transported to Radiological Waste Disposal.

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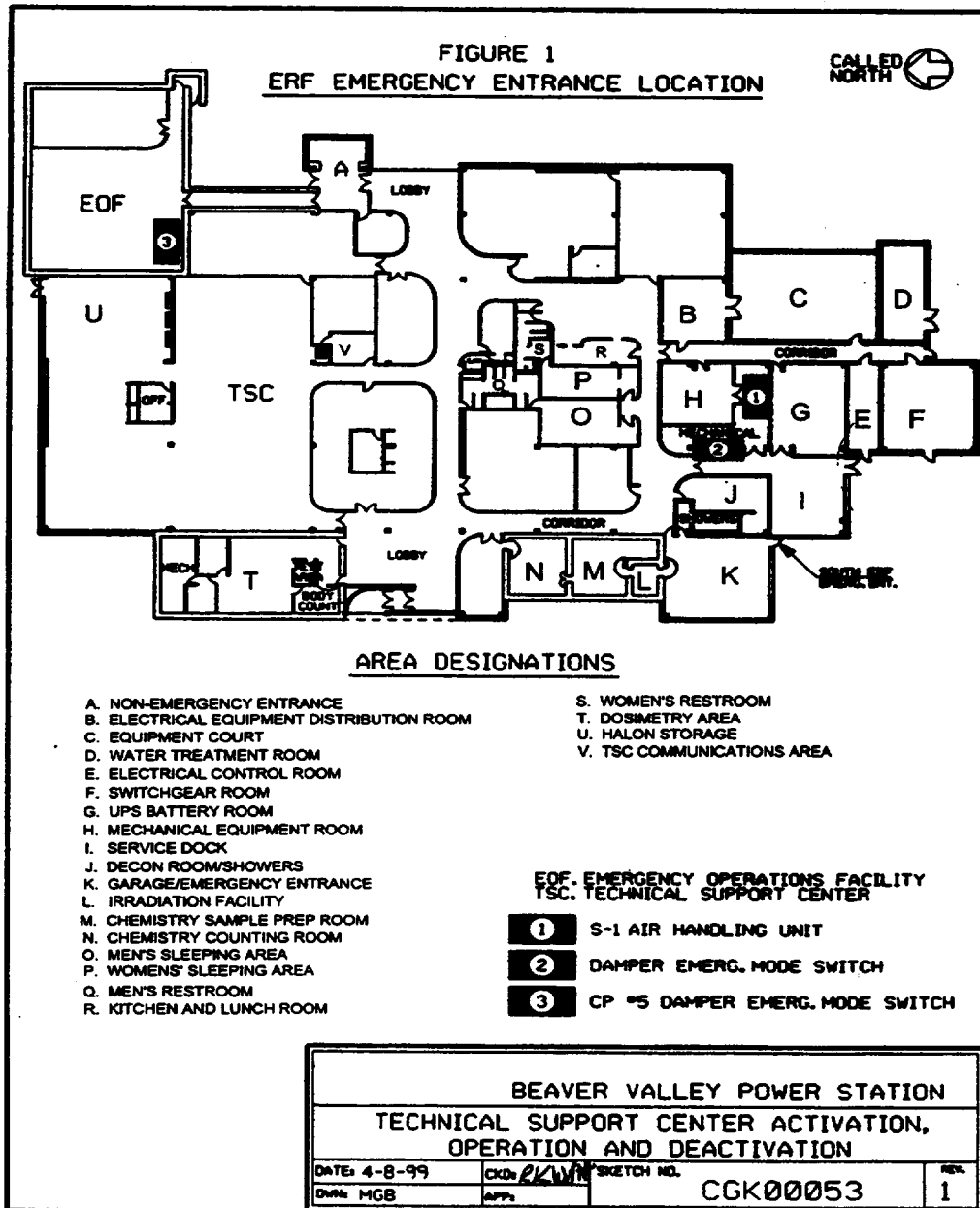
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Figure 1

ERF EMERGENCY ENTRANCE LOCATION



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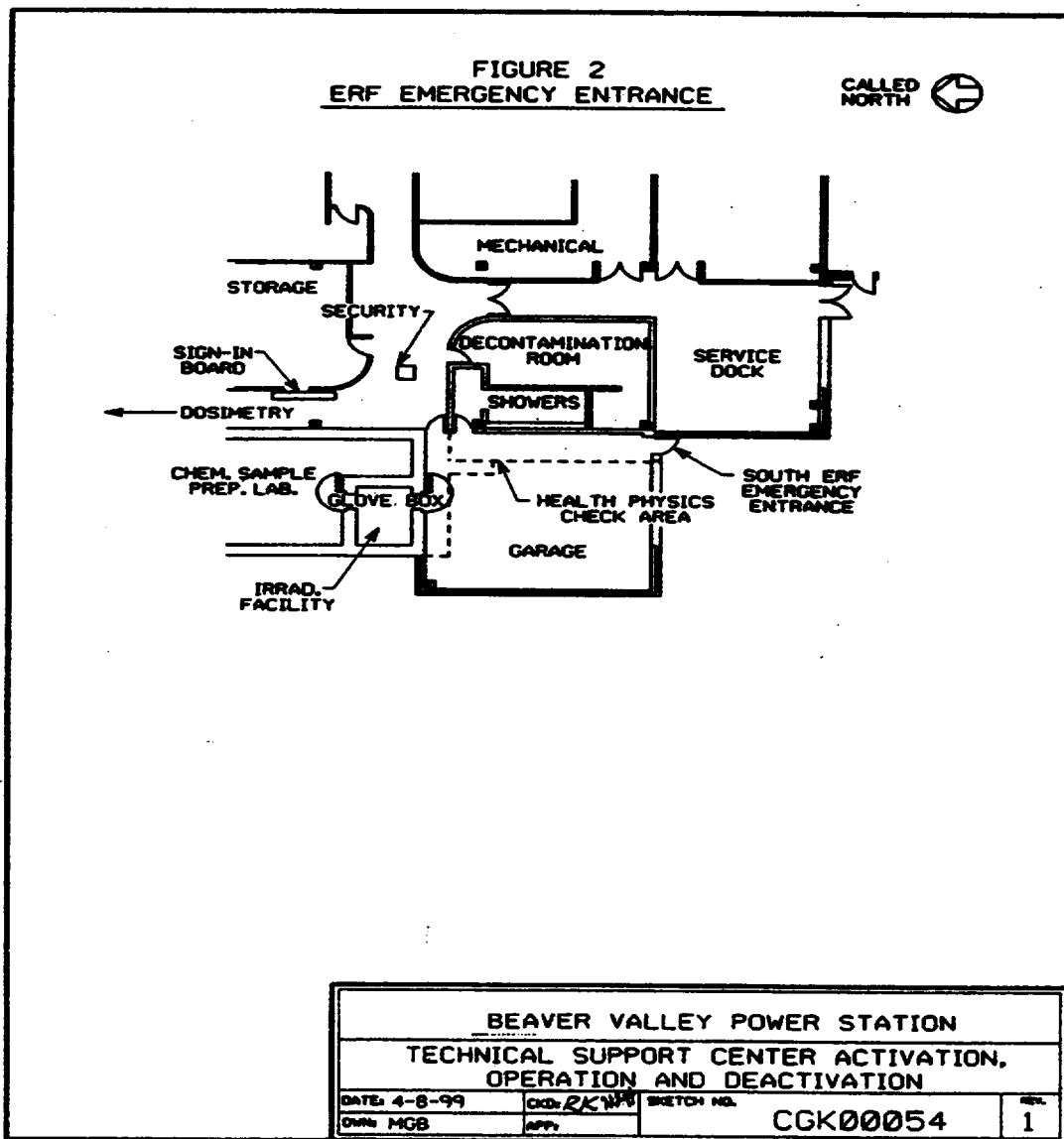
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FIGURE 2

ERF EMERGENCY ENTRANCE



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ACTIVATION OF IPC, ERFCS AND SPDS COMPUTERS

1. Obtain keys to computer consoles from TSC key box and supplies from TSC cabinet.
2. Convert TSC and EOF consoles to engineer mode.
3. Energize TSC trend pen recorders.
4. Perform system check on IPC and SPDS or ERFCS according to OM Chapter 58 and verify activation on HDSR.
5. Clear computer's OJ, log, and high speed line printer.
6. Identify key groups at direction of computer coordinator.
7. Activate trend pen recorders utilizing representative points from key groups. Identify point names and ranges with grease pencil on recorder faces. (U2 Only)
8. Initiate one standard trend log for each key group and activate and initiate collection.
9. Assign key groups to their respective logs.
10. Display RCS P&ID on IPC/ERFCS utility screen.
11. Display PSSD iconic on SPDS monitor.
12. Monitor group display for point alarms or abnormal trends and values, and alert key personnel.
13. Modify displays, trend pens, standard trend logs, and spare group assignments to support needs of TSC and EOF personnel.
14. Periodically provide logs and appropriate summaries.
15. Upon termination return system to normal operating status, and return console keys to the TSC key cabinet.

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GUIDANCE FOR ERF EVACUATION/INACCESSIBLE

NOTE:

Although the ERF Building is a radiologically hardened facility, other hazards (fire, toxic gas, flooding, loss of power, loss of internal ventilation control, etc.) may cause evacuation of the ERF, or result in ERF inaccessibility to emergency response personnel.

- 1.0 The following is guidance for Emergency Response Organization personnel in the event of ERF evacuation or inaccessibility.

TABLE 1

<u>TSC POSITION</u>	<u>IF EVACUATION RELOCATE TO</u>	<u>IF INACCESSIBLE REPORT TO</u>
Emergency Director	* Control Room	Alternate EOF (JPIC)
TSC Operations Coordinator	* Control Room	Alternate EOF (JPIC)
RadCon Coordinator	* Control Room	Alternate EOF (JPIC)
Maintenance Coordinator	* Control Room	Alternate EOF (JPIC)
Comm & Records Coord.	* Control Room	Alternate EOF (JPIC)
Chemistry Coordinator	Unit 1 Cold Lab	Alternate EOF (JPIC)
Engineering Coordinator	SEB	Alternate EOF (JPIC)
Technical Support Coordinator	SEB	Alternate EOF (JPIC)
TSC Engineers	SEB	Alternate EOF (JPIC)
Document Support	SEB	Alternate EOF (JPIC)
Security Representative	+ Alternate EOF (JPIC)	Alternate EOF (JPIC)
Computer Coordinator	Alternate EOF (JPIC)	Alternate EOF (JPIC)
Operations Communicator	Alternate EOF (JPIC)	Alternate EOF (JPIC)
Telecommunications	SEB	Alternate EOF (JPIC)
EA&DP Coordinator	Alternate EOF (JPIC)	Alternate EOF (JPIC)

- + The Security Coordinator will remain in CAS while ERF Security personnel relocate per EPP/IP 1.6.

- * These personnel should relocate to the unaffected Unit's SM Office.

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GUIDANCE FOR ERF EVACUATION/INACCESSIBLE

2.0 ERF Evacuation

NOTE:

Upon determination that ERF personnel must be evacuated during an emergency condition, the Emergency Director, in conjunction with the RadCon Coordinator and the TSC Security Coordinator, shall assign appropriate personnel to conduct a search of the building to assure that all personnel are evacuated.

EOF personnel shall report to the Alternate EOF per EPP/IP 1.6.

- 2.1 Personnel listed in Table 1 shall turnover their responsibilities to Control Room or OSC personnel and report to their designated locations.
- 2.2 All other ERF personnel shall relocate to the SEB first floor or relocate to another area (alternate onsite work location or assembly area).
 - 2.2.1 Upon relocation, the Engineering Coordinator, Chemistry Coordinator and EA&DP Coordinator shall call the Emergency Director in the Control Room and relay a phone number where they can be contacted.
 - 2.2.2 Personnel may also be dismissed from the Site, as directed by the appropriate Coordinator.
- 2.3 The evacuation location may be changed per the Emergency Director, or appropriate Coordinator, dependent on the cause of the evacuation or the loss of specific equipment.

3.0 ERF Inaccessible

NOTE:

This would most likely be a non-daylight work hour event, since during daylight work hours, personnel onsite would be able to access onsite Emergency Facilities.

- 3.1 Upon notification of an emergency classification with the Site inaccessible, only those TSC positions listed in Table 1 should report to the Alternate EOF and determine the requirements for Site access and the necessity for additional personnel response (assistants, communicators, engineers, etc.).

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GUIDANCE FOR ERF EVACUATION/INACCESSIBLE

4.0 Site Accessible

- 4.1** Upon the Site becoming accessible, the Emergency Director/Emergency Recovery Manager shall call the Control Room SM/ED for a turnover, if the emergency has not been terminated.

- 4.2** Upon completion of the turnover, the TSC Emergency Director/Emergency Recovery Manager shall report to the TSC/EOF, conditions permitting (radiological, toxic gas, etc.). He will then call the Control Room SM for an update, receive a staffing and equipment operability update, and brief the TSC and EOF over the ERF Building page system.

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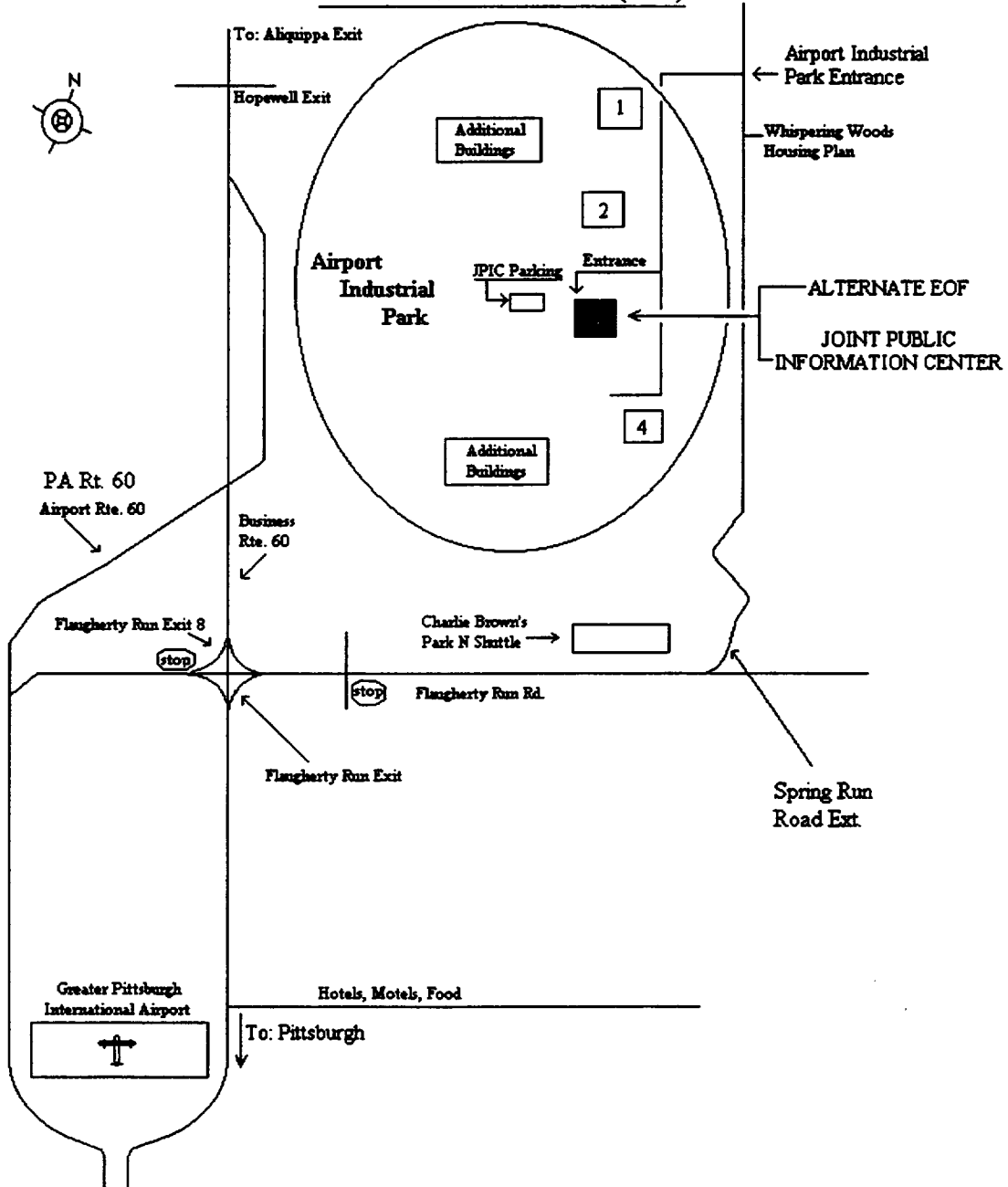
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Figure 1

DIRECTIONS TO ALT. EOF (JPIC)



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ATTACHMENT 5 (Page 1 of 3)

TECHNICAL SUPPORT COORDINATOR (TSC ACTIVATION CHECKLIST)

NOTE:

This checklist is provided to aid the Technical Support Coordinator in determining the state of readiness of the TSC for activation. It is not intended to replace any portion of this IP.

NOTE:

TSC Engineering personnel are to begin completion of this attachment as they arrive in the TSC.

A) INITIAL ACTIVATION

<u>Verified</u> <u>Complete By</u>	<u>Time</u>	<u>Task</u>
		1. Open TSC Cabinet and distribute TSC Folders, Badges, etc.
		2. Review Page 2 of this Attachment to determine equipment operability.
		3. Review Page 3 of this Attachment to determine TSC Staffing.
		4. Confirm with Security that the ERF Emergency Entrance has been staffed.
		5. Confirm with HP that the RadCon Frisker Station has been established.
		6. Confirm with HP that the TLD Issue Area has been established.
		7. Perform Section B, "Starting Second Ventilation Fan by Tech Support Coord./Designee" of Attachment 1, "ERF Emergency Ventilation Isolation/Activation".
		8. Confirm with Security/Engineering that the ERF ventilation system has been isolated.
		9. Request the Engineering Coordinator to contact the STA and inform him that the TSC is being prepared and to obtain a turnover from the STA.
		10. Confirm with the Computer Coordinator that the IPC/ERFCS/SPDS/Trend Pens and ERDS computer systems are operational and available.
		11. Confirm with the EA&DP Coordinator that the MIDAS/ARERAS Systems, or alternates, are operational and available.

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TECHNICAL SUPPORT COORDINATOR
(TSC ACTIVATION CHECKLIST)

B. ADDITIONAL

Verified Complete By	Time	Task
_____	_____	1. Set up headsets at TSC Command Table.
_____	_____	2. Obtain a copy of the appropriate Unit(s) EOPs from the ERF Emergency Records Center.
_____	_____	3. Power up Xerox and drawing reproduction equipment.
_____	_____	4. Assign individual to TSC OEMA Liaison phone to support BVPS personnel located at OEMA (Approximately 4 hours travel time prior to arrival at OEMA).
_____	_____	5. Update the "Engineering Activities" board.

TECHNICAL SUPPORT COORDINATOR
(TSC ACTIVATION CHECKLIST - EQUIPMENT)

Verified Complete By	Time	SUGGESTED Operable Equipment
_____	_____	1. Audio communications (Headset circuits and/or direct dial phones) to Control Room.
_____	_____	2. <u>E</u> mergency <u>T</u> elephone <u>S</u> ystem (ETS) phones
_____	_____	3. PAX and Bell Phone Lines
_____	_____	4. Radio Communications Link-Radiation Monitoring

Comments/Exceptions:

TSC READY FOR ACTIVATION

TSC Coordinator:	Time:	Date:
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TECHNICAL SUPPORT COORDINATOR (TSC ACTIVATION CHECKLIST - STAFFING)

Verified Complete By	Time	Task
		<ol style="list-style-type: none"> 1. Retrieve the BVERS Call Response Report from the ERF FAX (TSC Communications Area) and determine if all TSC Primary Responder positions have been filled for TSC activation (May not be necessary for events that occur during normal working hours since personnel may staff facilities prior to report printout.).
		<ol style="list-style-type: none"> 2. Review TSC staffing. Inform the ED when sufficient TSC staff members have arrived. Depending on the emergency conditions, personnel necessary for the TSC may vary. Listed below is the suggested minimum staffing. <ul style="list-style-type: none"> * <u>Required By E-Plan</u> * Emergency Director * EA&DP Coordinator * Communications & Records Coord * Communications Assistant * Communications Assistant * Nuclear Engineer * Electrical Engineer * Mechanical Engineer * Chemistry Coordinator

ADDITIONAL ONE-HOUR RESPONDERS

- Communications Assistant
- Computer Coordinator
- Technical Support Coordinator
- Communications Assistant
- Rad Control Coordinator
- Maintenance Coordinator
- Engineering Coordinator

Technical Support Coordinator	Time:	Date:
--------------------------------------	--------------	--------------

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ATTACHMENT 6 (Page 1 of 1)

COMPUTER COORDINATOR ACTIVATION CHECKLIST

NOTE:

This checklist is provided as an aid for the Computer Coordinator in the performance of his/her duties. It is not intended to replace any portion of this IP.

NOTE

NUREG-1394 requires activation of the ERDS computer within one (1) hour of the declaration of any Alert or higher classification.

ERDS Activation:

1. Activate ERDS per Attachment 9.

Functional Check of IPC Hardware

1. Turn on monitors in TSC and EOF. Check for current date and time in upper right-hand corner.
2. Check that time is updating.
3. Check High Speed Printer (#4) has adequate paper.

System Activation

1. Get Key from break/glass box in TSC.
2. Open TSC emergency cabinet (Key #1) get the following supplies:
 - a. Speed Memos & status charts
 - b. Arm bands/Badges
 - c. Pens, paper, etc. (misc. supplies)
3. At IPC Console (some duties can be shared by EOF Operator)
 - a. Call up a point summary
 - b. Select points & ranges (operations assistance)
 - c. Activate standard trend logs
4. System Surveillance
 - a. Alarms-acknowledge & generate speed memo's or inform Operation Coordinator.
 - b. Displays-view for changes in critical parameters (SPDS also)
 - c. Analog trends-watch for and rate changes

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RADIOLOGICAL CONTROLS COORDINATOR (TSC SUPPORT CHECKLIST)

NOTE:

This checklist is provided as an aid for the Radiological Controls Coordinator in the performance of his/her duties. It is not intended to replace any portion of this IP.

Verified Complete By	Time	Task
_____	_____	1. Establish communications with the OSC and EA&DP.
_____	_____	2. Identify significant radiological conditions (both initiating conditions and current status).
_____	_____	3. Update the ED.
_____	_____	4. Establish a Dosimetry Issue Station near Security sign-in.
_____	_____	5. Start the continuous air samples in the EOF hallway and adjust the alarm level following radon daughter equilibrium.
_____	_____	6. Set-up and start the area radiation monitors in the EOF hallway.
_____	_____	7. Post signs at the Health Physics' Check Area entrance at the ERF garage indicating the whole body frisking is / is not required upon entering the ERF Building.
_____	_____	8. Initiate Habitability Surveys (if applicable).

Emergency Response Facilities Habitability-- Other Than CR (OSC, TSC, EOF)

IF the results of radiation surveys at emergency response facilities other than the Control Room indicate radiation levels of:

- >15.0 mrem/hr DDE or a projected dose in 30 days in excess of 5 rem DDE, and/or,
- gross airborne activity (less noble gases) in excess of 5 DAC, or projected exposure in a week in excess of 40 DAC-hours for isotopic mix less noble gases, and/or,
- gross airborne activity (less noble gases) that are projected to cause thyroid exposures in excess of 30 rem within 30 days.

RadCon Coordinator: _____	Time: _____	Date: _____
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RADIOLOGICAL CONTROLS COORDINATOR (TSC SUPPORT CHECKLIST)

**Verified
Complete
By**

Time

Task

THEN evacuate personnel in excess of minimum staffing requirements. Declared pregnant workers and minors should be evacuated under the habitability criteria established for assembly areas. Implement stay time controls (based on emergency exposure criteria as necessary in accordance with EPP/IP 5.3) for personnel remaining at the facility. Implement respiratory protection if the gross airborne activity (less noble gases) is in excess of 10 DAC, or if projected exposure in a week will be in excess of 80 DAC-hours for isotopic mix less noble gases. Make preparations for the activation of alternate facilities. Activate these facilities as soon as possible, but so that they will not have an adverse impact on the emergency response.

TIME	FACILITY	RADIATION LEVELS	AIRBORNE ACTIVITY	COMMENTS
	Unit 1 Mens Locker Room			
	SOSB - 3			
	SOSB - 4			
	OSC			
	TSC			
	EOF			
	* ERF Areas			

* If radiological controls are necessary outside the ERF building, notify the Emergency Director TSC Health Physics and Security personnel to limit ERF personnel access/egress to the ERF, as appropriate (i.e.: restrict access, respirators, anti-C's, etc.). Provide an ERF Building Page announcement concerning restrictions, including a statement that all personnel leaving the ERF need to receive a radiological briefing from the TSC Radiological Coordinator (See Step 1.5). Notify the OSC-HP of ERF radiological conditions and accessibility.

RadCon Coordinator:

Time:

Date:

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**ACTIVATION OF THE EMERGENCY RESPONSE DATA SYSTEM (ERDS)
FROM THE TSC**

NOTE:

If the ERDS Computer cannot be activated for any reason, contact the BVPS Computer Maintenance Section for corrective action. Inform the Emergency Director the ERDS data link is out of service and backup phone communications with the NRC should be established.

1. Obtain keys to TSC cabinet #1 (if not already open), enter cabinet and obtain "username" and "password" from envelope on inside of cabinet door.

NOTE:

Before attempting to power on the equipment, verify that the unit is powered off -- not just in the screen saver mode. The NCD19C X terminal has a built-in screen saver facility. This screen saver facility will dim the display screen monitor if the keyboard or mouse has not been used for an extended period of time. If the X terminal is in screen saver mode, moving the mouse or pressing any key on the keyboard will cause the display monitor to be refreshed. If the display monitor remains blank after moving the mouse, then the NCD19C X terminal is either broken or powered off.

2. If not already powered on, turn on the NCD19C X terminal using the power switch located on the rear of the NCD19C base unit.

NOTE:

If the DECwindows logon message does not appear after approximately 30 seconds, then the unit is broken; has been disconnected from the network; or the MicroVAX 3100 computer is not operational. Contact the BVPS Computer Maintenance Section to take corrective action.

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**ACTIVATION OF THE EMERGENCY RESPONSE DATA SYSTEM (ERDS)
FROM THE TSC**

3. If not already powered on, turn on the HP LaserJet IIIIP laser printer using the power switch located on the right side of the unit.

After turning on power to the HP LaserJet IIIIP, the printer will perform a series of power-on self tests. If the power-on self tests successfully completes, all indicator lights on the operator panel will be off except the ONLINE indicator, and the status display will read "00 READY LETTER". If any other indication is present on the printer, then the power-on self tests were not successfully completed and you will be unable to make hard copies of the screen displays. In either case, proceed with the activation procedure.

4. Select the "Username" window, enter information from card in TSC Cabinet #1 and press <RETURN>.
5. Select the "Password" window, enter the current password from the card in TSC Cabinet #1 and press <RETURN>.

CORRECT USER NAME/PASSWORD ENTERED: If the correct Username and password were entered, then the logon message will automatically be removed from the display screen. The R*TIME/X MMI application will be started and the initialized MMI display window with the "TOP MENU", "SCREEN UP", "SCREEN DOWN", and "PREV SCREEN" function buttons will be displayed on the NCD19C X terminal (approximately 1 minute).

6. Move the pointer to the dash in the upper left corner of the control menu box of the MMI display menu. Using the mouse, click once and select "lower" from the pop-up menu.

NOTE:

Do Not close "Session Manager" icon. This will terminate the ERDS link. Minimize the icon, if necessary, and put in lower portion of screen.

7. Position pointer to the lower left hand corner, double click on the "BVERDS" icon.

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**ACTIVATION OF THE EMERGENCY RESPONSE DATA SYSTEM (ERDS)
FROM THE TSC**

8. Position pointer to "Applications" from the pop-up Session Manager menu. Click on "Applications" and select "DECterm" from the pop-up menu.
9. Type in "ERD", leave a space and "1" or "2" depending on the affected unit. Hit return and follow screen prompted instructions to activate link.
10. While link is activating "Link Status" will change from "Offline" to "Attempting Connection" to "Modem Connected" to "Online". Additionally, Link Status will change from "Offline" to "Connect Modem" to "Connect ERDS" to "Sending Data" or "Waiting".
11. Position pointer to the dash in the upper left corner of the control menu box of the DECterm window. Using the mouse, click once and select "Minimize" from the pop-up menu.

NOTE:

If both ERDS links need to be activated due to a site emergency declaration or Alert or higher, repeat steps 8 thru 11 for the opposite unit.

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**ATTACHMENT 10 (1 of 16)
A5.715DV**

NRC/BVPS TECHNICAL INFORMATION FLOW

A. PURPOSE

This attachment will define NRC/BVPS information flow responsibilities and provide technical information sheets to be utilized during emergency situations.

NOTE:

This Attachment is to be utilized in the event that the Emergency Response Data System (ERDS) is not operational.

B. RESPONSIBILITIES

The overall responsibility for this attachment rests with the Emergency Director (Shift Manager until the TSC is activated). Individual responsibilities are determined by the location of the NRC dedicated line and the type of information required. These individual responsibilities are listed below:

- * Control Room-NRC/ENS phone - Personnel will be used from the unaffected Unit's supervisory personnel or an assigned designee, until properly relieved by the appropriate TSC Personnel.
- * TSC/EOF-NRC/ENS phone - Designated personnel from the Operations Communicators emergency response group. This will terminate Control Room personnel's responsibility.
- * TSC/EOF-NRC/HPN line - Designated personnel from RadCon and EA & DP.

NOTE:

Unless warranted by the initiating condition or requested by the NRC, the NRC/HPN line will not be manned at the Unusual Event. If required, personnel will be assigned by the HP Operations Center Coordinator.

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NRC/BVPS TECHNICAL INFORMATION FLOW

ATTACHMENT 10 (2 of 16)
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C. ACTION LEVELS/PRECAUTIONS

NOTE:

The Shift Manager (Emergency Director) will determine if these data sheets are applicable at the Unusual Event Classification. The data sheets shall be completed for all Alert and above declarations if the ERDS is not operational.

- 1.0 Preliminary information from the licensee (before establishment of the NRC/HPN) is provided via the NRC/ENS and includes both reactor safety and health physics data.
- 2.0 Once the NRC/HPN is established, the HPN is the primary means of communicating radiological data, and the ENS is the primary means of communicating reactor safety related information to NRC.

D. PROCEDURE

1.0 Technical Data Sheets

1.1 Information sheets concerning plant parameters and Control Room status will be utilized by those personnel manning the NRC/ENS lines.

1.1.1 For Unit #1 actual events, ATTACHMENT 10 may be completed using the IPC Trend Functions and request support from Computer Coordinator.

1.1.1.1 Type GRPPRN to activate group print function.

1.1.1.2 Enter Group Name NRC Infor 1 (Group 1) or NRCINFO2 (Group 2) followed by a <cr>.

1.1.1.3 Select appropriate function key (F1 through F4) to select printer location.

1.1.1.4 Obtain printout from appropriate printer to relay to NRC.

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NRC/BVPS TECHNICAL INFORMATION FLOW

**ATTACHMENT 10 (3 of 16)
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1.1.2 For Unit #2, ATTACHMENT 10 may be completed using the ERFCS group pushbuttons 71 and 72 (GPO71, GPO72), request support from Computer Coordinator. These pushbuttons mimic the attachments for operational data. Data may be acquired commencing with the Group 71 pushbutton and using the page down feature prior to using the Group 72 pushbutton and its associated page down feature.

NOTE:

ATTACHMENT 10 should be completed once per hour (1/Hr.) unless requested differently by the NRC.

1.2 Information sheets concerning dose projections, in-plant surveys, offsite surveys and protective action recommendations (pages 11 thru 13 of this attachment) will be utilized by those personnel manning the NRC/HPN line.

2.0 Maintaining the ENS and HPN

2.1 The ENS and HPN lines are tested monthly with any deficiencies noted and reported to the appropriate parties.

2.2 The ENS system is exercised each morning by the Headquarters Operation Officer's placement of a call to BVPS to collect status information.

E. FINAL CONDITIONS

Use of this attachment is to be terminated at the direction of the NRC Operations Center.

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NRC/BVPS TECHNICAL INFORMATION FLOW

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UNIT 1 TREND GROUP ASSIGNMENT SUMMARY

GROUP NAME
NRCINFO1

GROUP DESCRIPTION
EPP NRC/BVPS TECHNICAL INFO

POINT ID	DESCRIPTION	ENGR UNITS
1	N0049A PWR RNG CHANNEL 1 FLUX (QUAD 4)	PC
2	N0050A PWR RNG CHANNEL 2 FLUX (QUAD 2)	PC
3	N0051A PWR RNG CHANNEL 3 FLUX (QUAD 1)	PC
4	N0052A PWR RNG CHANNEL 4 FLUX (QUAD 3)	PC
5	N0035A INTERMEDIATE RNG DET 1 FLUX	AMP
6	N0036A INTERMEDIATE RNG DET 2 FLUX	AMP
7	N0031A SOURCE RANGE DET 1 LOG FLUX	CPS
8	N0032A SOURCE RANGE DET 2 LOG FLUX	CPS
9	L3204A RX VESSEL FULL RANGE LEVEL-A	PC
10	L3210A RX VESSEL FULL RANGE LEVEL-B	PC
11	L3206A RX VESSEL DYNAMIC LEVEL-A	PC
12	L3212A RX VESSEL DYNAMIC LEVEL-B	PC
13	U0093 IN CORE T/C 5 HOTTEST AVG	DEGF
14	U0094 SUBCOOL (AVG 5 HI T/C) ICCM AVG	DEGF
15	U0400 RCLA UNCORRECTED FLOW 1/2/3 AVG	PC
16	U0420 RCLB UNCORRECTED FLOW 1/2/3 AVG	PC
17	U0440 RCLC UNCORRECTED FLOW 1/2/3 AVG	PC
18	L0403A SG A WIDE RANGE LEVEL	PC
19	L0423A SG B WIDE RANGE LEVEL	PC
20	L0443A SG C WIDE RANGE LEVEL	PC
21	U0414 SG A STM OUT PRESS 1/2/2 AVG	PSIG
22	U0434 SG B STM OUT PRESS 1/2/2 AVG	PSIG
23	U0454 SG C STM OUT PRESS 1/2/2 AVG	PSIG
24	F0403A SG A UNCORR FW 1 FLOW	MLB/HR
25	F0404A SG A UNCORR FW 2 FLOW	MLB/HR
26	F0423A SG B UNCORR FW 1 FLOW	MLB/HR
27	F0424A SG B UNCORR FW 2 FLOW	MLB/HR
28	F0443A SG C UNCORR FW 1 FLOW	MLB/HR
29	F0444A SG C UNCORR FW 2 FLOW	MLB/HR
30	F0601A SG A AUX FEED FLOW	GPM
31	F0602A SG B AUX FEED FLOW	GPM
32	F0603A SG C AUX FEED FLOW	GPM
33	T0419A RCLA WR THOT	DEGF
34	T0439A RCLB WR THOT	DEGF

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NRC/BVPS TECHNICAL INFORMATION FLOW

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UNIT 1 TREND GROUP ASSIGNMENT SUMMARY

GROUP NAME
NRCINFO1

GROUP DESCRIPTION
EPP NRC/BVPS TECHNICAL INFO

POINT ID	DESCRIPTION	ENGR UNITS
35	T0459A RCLC WR THOT	DEGF
36	T0406A RCLA WR TCOLD	DEGF
37	T0426A RCLB WR TCOLD	DEGF
38	T0446A RCLC WR TCOLD	DEGF
39	L0500A RWST LEVEL 1	FT
40	P0498A RCS LOOP 2 WIDE RANGE PRESS	PSIG
41	P0499A RCS WR PRESSURE	PSIG
42	U0482 PRESSURIZER PRESS 1/2/3/4/5 AVG	PSIG
43	U0483 PRESSURIZER LEVEL 1/2/3 AVG	PC
44	F0128A CHG PUMP DISCH HDR UNCORR FLOW	GPM
45	F05943A HHSI TO BIT FLOW	GPM
46	F5940A HHSI TO HOT LEG HDR FLOW	GPM
47	F5945A SI-P-1A DISCHARGE FLOW	GPM
48	F5946A SI-P-1B DISCHARGE FLOW	GPM
49	L0752A CNMT SUMP WTR LEVEL	IN
50	L0750A RECIRC SUMP WTR LVL 1	IN
51	L0751A RECIRC SUMP WTR LVL 2	IN
52	U1000 CONTAINMENT PRESS 1/2/3 AVG	PSIA
53	P1008A WIDE RANGE CNMT PRESS CH 1	PSIA
54	P1009A WIDE RANGE CNMT PRESS CH 2	PSIA
55	U1008 AVG OF 5 TS TEMPS	DEGF
56	C0201A CNMT HYDROGEN CONCENTRAITON CH1	PC
57	C0202A CNMT HYDROGEN CONCENTRAITON CH2	PC

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UNIT 1 TREND GROUP ASSIGNMENT SUMMARY

**GROUP
NAME
NRCINFO2**

**GROUP DESCRIPTION
EPP NRC/BVPS TECHNICAL INFO**

POINT ID	DESCRIPTION	ENGR UNITS
1	R0030A LIQUID WASTE EFFLUENT	CPM
2	Y0705A COMP COOLING/RECIRC SPRAY HX RW	CPM
3	Y0717A LIQUID WASTE CONTAMINATED DN EFF	CPM
4	R0029A CONDENSER AIR EJECTOR	CPM
5	R0070A CNMT HIGH RANGE RAD MONITOR CH 1	RH
6	R0071A CNMT HIGH RANGE RAD MONITOR CH 2	RH
7	Y0735A REACTOR CONTAINMENT L/R	MRH
8	R0036A RX COOLANT LETDOWN HI RANGE	CPM
9	R0037A RX COOLANT LETDOWN LO RANGE	CPM
10	R0034A STEAM GENERATOR BLOWDOWN	CPM

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PLANT STATUS

Affected Unit: 2

Update time: _____

CONTROL ROOM:

NAME

Nuclear Shift Supv/ED: _____

Nuclear Shift Operations Foreman: _____

Shift Technical Advisor: _____

Control Room Emergency Ventilation Initiated Y/N

Respiratory/HP Protection Requirements Y/N

EVENT (EAL & Description): _____

TSC Activated: Y/N

EOF Activated: Y/N

PROCEDURE:

No. and Title

Abnormal OP _____

Emergency OP _____

EPP Procedure _____

GENERAL

Unaffected Unit Status

Mode _____

% Pwr _____

Name: _____

Date/Time: _____

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UNIT #2

GROUP 71 Page 1

REACTIVITY CONTROL

<u>Parameter</u>	<u>Point ID#</u>	<u>Value</u>	
Power Range	N0049A	_____	PC
	N0050A	_____	PC
	N0051A	_____	PC
	N0052A	_____	PC
Intermediate Range	N0035A	_____	AMPS
	N0036A	_____	AMPS
Source Range	N0031A	_____	CPS
	N0032A	_____	CPS

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UNIT #2

GROUP 71 Page 2

CORE COOLING

<u>Parameter</u>	<u>Point ID#</u>	<u>Value</u>	
Rx Vessel Level	L0072A	_____	PC
	L0075A	_____	PC
	L0071A	_____	PC
	L0074A	_____	PC
T/C Temperature	UT 1003	_____	DEGF
Margin to Saturation	UT 1002	_____	DEGF
RCS Flow	F0400C	_____	PC
	F0421C	_____	PC
	F0442C	_____	PC

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UNIT #2

GROUP 71 Page 3

STEAM GENERATORS

<u>Parameter</u>	<u>Point ID#</u>	<u>Value</u>	
S/G Levels	L0403A	_____	PC
	L0423A	_____	PC
	L0443A	_____	PC
S/G Pressure	UP1003	_____	PSIG
	UP1004	_____	PSIG
	UP1005	_____	PSIG
S/G Feedwater Flow	UF1001	_____	KBH
	UF1002	_____	KBH
	UF1003	_____	KBH

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UNIT #2

GROUP 71 Page 4

STEAM GENERATORS (Cont.)

<u>Parameter</u>	<u>Point ID#</u>	<u>Value</u>	
Aux Feedwater Flow	UF3000	_____	GPM
	UF3001	_____	GPM
	UF3002	_____	GPM
Hot Leg Temp	T0419A	_____	DEGF
	T0439A	_____	DEGF
	T0459A	_____	DEGF
Cold Leg Temp	T0406A	_____	DEGF
	T0426A	_____	DEGF
	T0446A	_____	DEGF

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GROUP 71 Page 5

MISCELLANEOUS PARAMETERS

Parameter

Point ID#

Value

RWST Level

L0500A

IN

L0501A

IN

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UNIT #2

GROUP 72 Page 1

RCS INTEGRITY

<u>Parameter</u>	<u>Point ID#</u>	<u>Value</u>	
RCS Pressure	UP1001	_____	PSIG
Przr Level	UL1000	_____	PC
Charging and SI Flow	UF1013	_____	GPM
	UF1011	_____	GPM
	UF1014	_____	GPM
Cnmt Sump Level	L0100A	_____	IN
	L0102A	_____	IN
Rx Cnmt Sump Level	L0750A	_____	IN
	L0751A	_____	IN

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UNIT #2

GROUP 72 Page 2

RADIOACTIVITY CONTROL

<u>Parameter</u>	<u>Point ID#</u>	<u>Value</u>	
Effluent Liquid Rad Monitors	R0094A	_____	uc/cc

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RADIOACTIVITY CONTROL (Cont.)

<u>Parameter</u>	<u>Point ID#</u>	<u>Value</u>	
Condenser Air Ejector Rad Monitor	R0001A	_____	uc/cc
	R0010A	_____	uc/cc
Cnmt Rad Monitors	R0086A	_____	Rad/Hr
	R0087A	_____	Rad/Hr
RCS Letdown Rad Monitors	R0003A	_____	uc/cc
	R0002A	_____	uc/cc
Main Steam Rad Monitors	R0088A	_____	uc/cc
	R0089A	_____	uc/cc
	R0090A	_____	uc/cc
S/G Blowdown Rad Monitor	R0079A	_____	uc/cc

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CONTAINMENT CONDITIONS

<u>Parameter</u>	<u>Point ID#</u>	<u>Value</u>	
Cnmt Pressure	UP1000	_____	PSIA
Cnmt Temperature	T1002A	_____	DEGF
	T1008A	_____	DEGF
	T1013A	_____	DEGF
	T1014A	_____	DEGF
	T1015A	_____	DEGF
Cnmt Hydrogen Conc.	Y0752A	_____	PC
	Y0753A	_____	PC

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Document Owner
Manager, Emergency Preparedness

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Safety Related Procedure	Yes

**CONTROLLED
BVPS UNIT 3**

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	1	OSC Approved	4-12-90
Issue 9 Rev.	0	Non-Intent Revision	10-9-90
	1	Non-Intent Revision	6-28-91
	2	Non-Intent Revision	12-29-92
	3	Non-Intent Revision	2-9-93
Rev.	5	Non-Intent Revision	1-1-94
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A. PURPOSE

This procedure provides guidance for the Emergency Operations Facility (EOF) staff in the activation, operation and deactivation of the Emergency Operations Facility and the Alternate EOF.

B. REFERENCES

- 1.0 Beaver Valley Power Station Emergency Preparedness Plan and Implementing Procedures.
- 2.0 Beaver Valley Power Station Operating Manual.
- 3.0 Title 10 Code of Federal Regulations Part 50, Appendix E.
- 4.0 NUREG-0654/FEMA-REP-1 "Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants."
- 5.0 NUREG-1394 "Emergency Response Data System (ERDS) Implementation".
- 6.0 Condition Reports #00-2202, #01-3759
Condition Report #02-04166

C. RESPONSIBILITIES

The E/RM is responsible for ensuring the actions in Section E.1.1 and E.1.2 are completed. The Assistant to the E/RM or EOF Operations Coordinator, under the direction of the E/RM, is responsible for the actions outlined in Attachment 3 of this IP. The Support Services Manager is responsible for the completion of Attachment 1 to this IP. This attachment shall be completed for each contractor/vendor arriving onsite during an emergency response. The Offsite Agency Liaison is responsible for the actions outlined in Attachment 4 and Attachment 2, if applicable.

D. ACTION LEVELS/PRECAUTIONS

1.0 ACTION LEVELS

- 1.1 An emergency condition, classified as Site Area or General Emergency has been declared at Beaver Valley Power Station Unit 1, Unit 2 or as requested by the Emergency Director or determined by the E/RM.

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NOTE:

If this procedure is being implemented from the AEOF, ensure the ERDS link(s) to the NRC have been activated per Attachment 2 of this procedure. NUREG-1394 requires activation of the ERDS link(s) within one (1) hour of the declaration of an Alert or higher classification.

2.0 PRECAUTIONS

NOTE:

Operability of the TSC and EOF is checked as part of Operations Manual, Chapter 58. Emergency activation of the TSC and EOF will include operability checks in addition to those mentioned above.

2.1 The Emergency Operations Facility (EOF) must be activated should an emergency condition be classified as a Site Area or General Emergency. However, the EOF may be activated upon the direction of the Emergency/Recovery Manager in conjunction with the Emergency Director. This activation may occur at any classification providing the minimum requirements outlined in Section E.1.0 of this IP are met.

2.2 The Emergency Operations Facility will provide the following functions:

- * Overall management of licensee resources in response to an emergency having actual or potential environmental consequences.
- * Additional support to the TSC and reactor operators in the Control Room.

NOTE:

Upon EOF activation, EA&DP functions being performed by the TSC will become EOF responsibilities.

2.3 During a declared emergency, all personnel shall receive a radiological briefing from the TSC RadCon Coordinator or assigned RadCon personnel prior to exiting the ERF.

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E. PROCEDURE

NOTE:

The EOF should be activated as soon as possible, but, in all cases, within one (1) hour of a SITE AREA EMERGENCY or higher classification. BVPS will continue to maintain an ERO and notification system which will have the objective of meeting the 30/60 minute response time criteria specified in NUREG-0654. It is recognized that 100% staff augmentation, within 30 minutes, may not be achievable under all circumstances. The Onsite staff shall be augmented as soon as reasonably achievable.

1.0 ACTIVATION

1.1 Upon declaration of an ALERT or higher emergency, the Emergency/Recovery Manager (E/RM) **SHALL**:

1.1.1 Inform the Emergency Director the EOF is ready for activation when sufficient staffing is available and the necessary emergency equipment is energized or operable.

- The E/RM and the EA&DP Coordinator **SHALL** determine that the necessary emergency equipment and communications systems are available for minimum staffing.
- The Assistant to the E/RM or the EOF Operations Coordinator (if they are present) **MAY** use Attachment 3 to determine that sufficient staffing is available.
- The Offsite Agency Liaison, in conjunction with the EOF Computer Operator, if present, **MAY** use Attachment 4 "Offsite Agency Liaison – Activation Checklist" to determine that the necessary emergency equipment is energized or operational.

1.1.2 Report to the Technical Support Center (TSC) and receive a briefing/turnover from the Emergency Director (using EPP/IP 1.3, "Turnover Status Checklist", if necessary).

1.2 The Emergency/Recovery Manager, or designee **SHALL** declare the EOF operational and inform the TSC Emergency Director.

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1.2.1 Announce the formal activation of the EOF over the following:

- ERF Building Page
- Operations and RadCon headset circuits.
- Plant Page Party System

2.0 OPERATION

NOTE:

If access to the EOF is restricted due to radiological or other conditions, the EOF personnel shall relocate to the Alternate EOF (Attachment 2 of this procedure) until such time as access is available. The AEOF is provided with emergency equipment and materials to support initial response.

If problems are EOF specific, EOF personnel may co-locate with TSC personnel (in the TSC or other locations within the ERF Building) and not report to the AEOF.

If the TSC is inaccessible, TSC personnel will relocate per EPP/IP 1.4, Attachment 4, "Guidance For ERF Evacuation/Inaccessible".

- 2.1 The Emergency Operations Facility is located in the Emergency Response Facility. Equipment and facilities required for the implementation of the BVPS EPP are located in the EOF, including dedicated communication circuits.
- 2.2 Some of the EOF equipment will fall under the guidance of EPP/IP 1.4 "Technical Support Center Activation, Operation and Deactivation" and EPP/IP 1.2 "Communication and Dissemination of Information".
- 2.3 The functional responsibilities of the individual EOF personnel are identified in Section 5 of the BVPS Emergency Preparedness Plan.

3.0 DEACTIVATION

- 3.1 Upon joint concurrence from the Emergency Director and the Emergency/Recovery Manager, the EOF shall be deactivated.
- 3.2 Provisions shall be made with the Emergency Director to transfer responsibilities back to the TSC or a Recovery Organization per EPP/IP 6.2 "Termination of the Emergency and Recovery".
- 3.3 Emergency equipment/supplies shall be deactivated and restored to preactivation status.

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F. FINAL CONDITIONS

This procedure shall be terminated after the following conditions have been met.

- 1.0 All records generated during the response have been provided to the Offsite Agency Liaison who will forward the records to Emergency Preparedness.
- 2.0 All functional equipment/supplies have been restored to preactivation status.
- 3.0 The EOF staff has been relieved of all duties associated with the operation of the EOF.
- 4.0 When normal operations are restored, or a recovery organization has been established.

G. ATTACHMENTS

- 1.0 CONTRACTOR/VENDOR AUGMENTATION PERSONNEL ASSIGNMENT (Example)
- 2.0 ALTERNATE EMERGENCY OPERATIONS FACILITY

FIGURE 1 - DIRECTIONS TO ALT. EOF
 - 2.1 AEOF EQUIPMENT ACTIVATION CHECKLIST
 - 2.2 AEOF ARERAS ACTIVATION/DEACTIVATION PROCEDURE
 - 2.3 ERDS ACTIVATION FROM THE AEOF
- 3.0 EOF STAFFING CHECKLIST (Example)
- 4.0 OFFSITE AGENCY LIAISON - ACTIVATION CHECKLIST (Example)

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CONTRACTOR/VENDOR AUGMENTATION PERSONNEL ASSIGNMENT (Example)

- 1) Name: _____
- 2) SSN: _____
- 3) Parent Company: _____
- 4) Occupation or Title: _____
- 5) You have been assigned to assist in emergency response activities at:

(Location)
- 6) At this location, you will report to: _____
(Name)

(Title)
- 7) You are expected to report at _____ am/pm on _____
(Date)
- 8) You will serve in the following capacity: _____

- 9) You will (will not) attend training at _____
(Location)
at _____ am/pm on _____
(Date)

NOTE:

While you are performing emergency response or recovery efforts at the Beaver Valley Power Station, you will be expected to follow approved BVPS procedures, unless otherwise directed by BVPS Supervisory personnel. Vendor procedures and/or procedures of other utilities shall not be used at BVPS unless their use is specifically approved by the BVPS Onsite Safety Committee. **THERE SHALL BE NO EXCEPTION TO THIS RULE.** No onsite information shall be released to the news media or to members of the public except by BVPS Nuclear Communications personnel. If you are approached by news media personnel, refer all questions to the BVPS Joint Public Information Center.

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ALTERNATE EMERGENCY OPERATIONS FACILITY

A. PURPOSE

The purpose of this attachment is to describe the activation of the Alternate Emergency Operations Facility (AEOF). Instructions will be provided for activation of the Alternate EOF during day-light working hours, for activation during non-day-light hours, and when the Joint Public Information Center (JPIC) is activated. Additionally, this procedure addresses activation of the ERDS Computer from the AEOF.

B. REFERENCES

NUREG 0696 - "Functional Criteria for Emergency Response Facilities"
 NUREG 1396 - "Emergency Response Data System (ERDS)" Implementation"

C. RESPONSIBILITIES

The Offsite Agency Liaison, or designee, under the direction of the Emergency/Recovery Manager is responsible for activating the Alternate EOF.

D. ACTION LEVEL/PRECAUTION

1.0 Action Level

1.1 A situation exists at the Beaver Valley Power Station which requires relocation of the EOF staff due to radiological or plant conditions.

or

Access to the Emergency Operations Facility is blocked due to radiological or other restrictive conditions.

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ALTERNATE EMERGENCY OPERATIONS FACILITY

E. PROCEDURE

- 1.0 Alternate EOF activation (ERF Building activated/JPIC not activated).

NOTE:

The TSC and EOF are already staffed and activated. (EOF Evacuation)

NOTE:

NUREG-1394 requires activation of the ERDS Computer within one (1) hour of the declaration of an Alert or higher classification.

- 1.1 Upon direction by the Emergency/Recovery Manager (in conjunction with the Emergency Director), EOF personnel shall transfer appropriate responsibilities to the TSC, OSC, or Control Room, (overall command and control, dose projections, etc.) prior to proceeding to the AEOF. Managers, Coordinators, Liaisons, Offsite Agencies, etc. shall proceed to the AEOF. Assistants will report to Assembly Areas, or home as instructed by their respective Emergency Coordinators.

- 1.2 Proceed to the AEOF per Figure 1.

NOTE:

Designated personnel have been authorized by BVPS Security, notified and provided access to the JPIC Bldg.

- 1.3 Emergency/Recovery Managers and Offsite Agency Liaisons are pre-designated personnel possessing key-card access and shall enter the JPIC via the key-card door south entrance.

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ALTERNATE EMERGENCY OPERATIONS FACILITY

NOTE:

There are two key-card readers outside the JPIC door. One card reader unlocks the door and the other card reader deactivates the alarm.

- 1.4 Personnel shall place their key-card onto the "Alarm" card reader first to deactivate the alarm system (green light). Then, place key-card on "Door" card reader and open door. (Additional instructions are on outside and inside of the door.)
- 1.5 Proceed to the AEOF. Using the key from the Break-glass Box by the AEOF door, unlock the door across from the Media Workroom (not the door in the Media Presentation Area).
- 1.6 Go the end of the hall and open the door to the north entrance and place the magnetic "Entrance" sign on the outside of the door. All personnel shall enter via this door.
- 1.7 All AEOF personnel shall park in the area shown in Figure 1.
- 1.8 All AEOF personnel shall show their BVPS ID card to Security at the AEOF door (same format as the ERF).
- 1.9 Use Attachment 2.1 "AEOF Equipment Activation Checklist", to activate facility lighting and communications, if necessary.
- 1.10 Contact the Emergency Director (and other applicable personnel at the appropriate locations) and transfer designated responsibilities back to AEOF personnel.

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ALTERNATE EMERGENCY OPERATIONS FACILITY

2.0 Alternate EOF activation (JPIC activated).

NOTE:

The TSC and EOF are already staffed and activated (EOF Evacuation).

- 2.1 Upon direction by the Emergency/Recovery Manager (in conjunction with the Emergency Director), EOF personnel shall transfer appropriate responsibilities to the TSC, OSC, or Control Room, (overall command and control, dose projections, etc.) prior to proceeding to the AEOF. Managers, Coordinators, Liaisons, Offsite Agencies, etc. shall proceed to the AEOF. Assistants will report to Assembly Areas, or home per their respective Emergency Coordinators.
- 2.2 AEOF personnel shall park in the area shown in Figure 1.
- 2.3 Personnel shall enter the door labeled "Entrance" and present their BVPS ID card to Security at the building entrance.
- 2.4 Upon entering, proceed down the hall to the AEOF and present your BVPS ID card to BVPS Security at the Alt. EOF door (same format as the ERF).
- 2.5 Use Attachment 2.1, "AEOF Equipment Activation Checklist", to activate facility lighting and communications, if necessary.
- 2.6 Activate ERDS per Attachment 2.3.
- 2.7 Contact the Emergency Director (and other applicable personnel at the appropriate locations) and transfer designated responsibilities to Alt. EOF personnel.

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ALTERNATE EMERGENCY OPERATIONS FACILITY

3.0 Alternate EOF activation (ERF Building not activated/JPIC not activated).

NOTE:

The TSC and EOF are not staffed or activated. This may occur during off-hours or upon immediate declaration of an Alert (or greater classification) if the EOF is inaccessible or can not perform its function.

NOTE:

BVPS Security will dispatch personnel to the AEOF instead of the ERF Building. BVPS Security personnel will be posted inside the JPIC Building, but remain outside the AEOF door for access control. Security personnel will continue to use the "ERF Building EPP Security and Dosimetry Issuance Log" to allow personnel access to the AEOF.

- 3.1 Upon notification that the Site is inaccessible and to report to the Alternate Emergency Facility via beepers, plant page or by phone, EOF On-Call Beeper Holders shall report to the AEOF per Figure 1 and determine the requirements for additional personnel.**

NOTE:

Designated personnel have been authorized and notified by Nuclear Communications and provided access to the JPIC Bldg..

- 3.2 Emergency/Recovery Manager and Offsite Agency Liaisons are pre-designated personnel possessing key-card access shall enter the JPIC via the key-card door south entrance.**

NOTE:

There are two key-card readers outside the JPIC door. One card reader unlocks the door and the other card reader deactivates the alarm.

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ALTERNATE EMERGENCY OPERATIONS FACILITY

- 3.3 Personnel shall place their key-card onto the "Alarm" card reader first to deactivate the alarm system (green light). Then, place key-card on "Door" card reader and open door. (Additional instructions are on outside and inside of the door.)
- 3.4 Proceed to AEOF using the key from the Break-glass Box by the AEOF door, unlock door across from the Media Workroom (not the door in the Media Presentation Area).
- 3.5 Go the end of the hall and open the door to the north entrance and place the magnetic "AEOF Entrance" sign on the outside of the door. All personnel shall enter via the north door by the parking area.
- 3.6 All AEOF personnel shall park in the area shown in Figure 1.
- 3.7 All AEOF personnel shall show their BVPS ID card to Security at the AEOF door (same format as the ERF).
- 3.8 Use Attachment 2.1, "AEOF Equipment Activation Checklist", to activate facility lighting and communications, if necessary.
- 3.9 Activate ERDS per Attachment 2.3.
- 3.10 Contact the Emergency Director (and other applicable personnel at the appropriate locations) and transfer designated responsibilities to AEOF personnel.
- 4.0 Deactivation
 - 4.1 The AEOF shall be deactivated upon the direction of the Emergency/Recovery Manager and provisions should be made to transfer responsibilities back to the ERF or Control Room.
 - 4.2 Emergency equipment/supplies shall be deactivated and restored to preactivation status.

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- 4.3 All records generated during the response have been provided to the Offsite Agency Liaison who will forward the records to Emergency Preparedness.

F. FINAL CONDITIONS

- 1.0 Radiological and/or plant conditions have been returned to normal.
- 2.0 The EOF has become habitable and a recovery organization established, if needed.
- 3.0 The last individual to exit the JPIC Building should re-activate the alarm system per instructions by the alarm box.

G. FIGURES

- 1.0 Directions to Alternate EOF

H. ATTACHMENTS

- 2.1 AEOF Equipment Activation Checklist (Example)
- 2.2 AEOF ARERAS Activation/Deactivation Procedure
- 2.3 ERDS Activation From the AEOF

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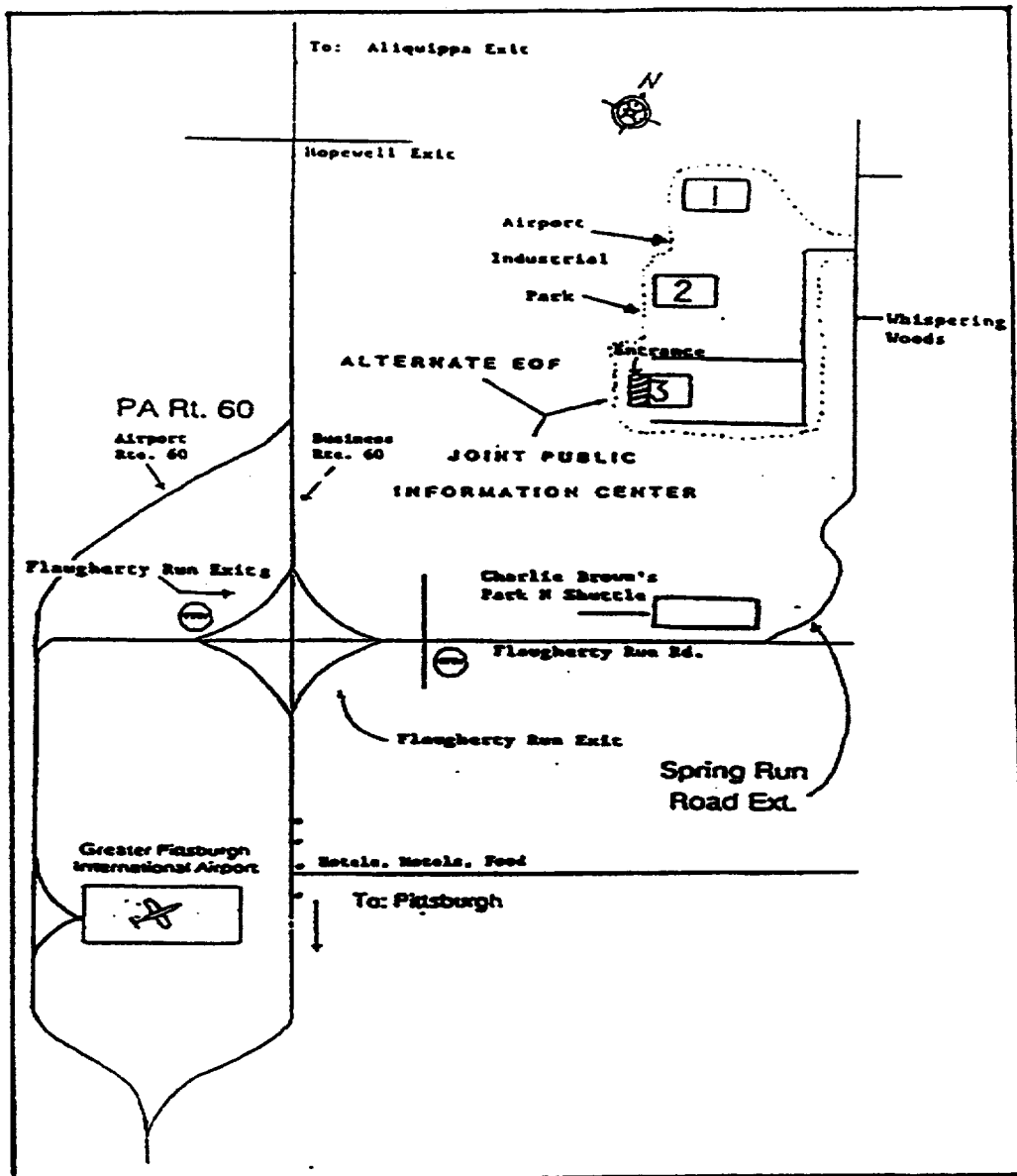
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Figure 1

DIRECTIONS TO ALT. EOF



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AEOF EQUIPMENT ACTIVATION CHECKLIST

- JPIC BUILDING LIGHTING

If there is inadequate lighting in the JPIC or AEOF area, go to the Loading Dock area. On the wall opposite the entrance to the Loading Dock are the breaker panels. Open the last breaker box panel on the right and turn on appropriate breakers (breakers are labeled).

- CHECK PAX PHONES

If some PAX phones do **not** work, go to the TELECOMMUNICATIONS ROOM (the AEOF key will open this door) and throw the switch labeled AEOF "ON/OFF". This switch is located on the right wall approximately 10' from the door and approximately 6' off the ground. Some PAX phones are transferred from the EOF to the AEOF by this switch. If all PAX phones are operational, the switch is already "ON".

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AEOF EQUIPMENT ACTIVATION CHECKLIST

- **ACTIVATE THE OPERATIONS AND RADCON RINGDOWN PHONES AND HEADSET CIRCUITS.**

NOTE:

The OPERATIONS RINGDOWN PHONE will ONLY contact the Control Room. The RADCON RINGDOWN PHONE will ONLY contact the OSC via the EA&DP RSO line and the U1 and U2 Rad Monitor panels. No communications are possible with the ERF Building via the RINGDOWN lines.

- **ACTIVATE ERDS (IF NOT ALREADY DONE).**

Activate ERDS per EPP/IP 1.6, EMERGENCY OPERATIONS FACILITY ACTIVATION, OPERATION AND DEACTIVATION, Attachment 2.

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Attachment 2.2

AEOF ARERAS ACTIVATION/DEACTIVATION PROCEDURE

ACTIVATION

- 1) Turn on ARERAS capable computer, if not already on.
- 2) Double click Dose Projection icon.
- 3) At the prompt type:

ATDT 5090, or
ATDT 5573, or
ATDT 5657, or
ATDT 5659

(the specific PAX Phone number for accessing ARERAS from the AEOF).
- 4) When the word "**Connect**" appears on the screen, strike the Return key two times quickly.
- 5) This completes the LOGON process for ARERAS from the AEOF. Follow normal procedures (e.g.: EPP/IP 2.6.2 FSAR Defaults, EPP/IP 2.6.3 Real-Time Inputs, EPP/IP 2.6.4 Manual Inputs or EPP/IP 2.6.12 Severe Accident Assessment)

DEACTIVATION

- 1) Exit the ARERAS program normally.
- 2) When the words "**No Carrier**" appear on the screen, the modem connection has been terminated.
- 3) Shut down the computer.
- 4) Turn off the computer.

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**ACTIVATION OF THE EMERGENCY RESPONSE DATA SYSTEM
FROM THE AEOF**

NOTE:

If the ERDS Link(s) cannot be activated for any reason, inform the Emergency/Recovery Manager that the ERDS Link(s) are out of service and backup phone communications using EPP/IP 1.4 as guidance with the NRC should be established.

- 1.0 Obtain the necessary logon information (Username and password) from the envelope in the file cabinet containing the EPP/IP's. The information is maintained in an envelope on the inside of the top drawer.

NOTE:

Before attempting to power on the equipment, verify that the unit is powered off by pressing any key--not just in the screen saver mode. The NCD19C X terminal has a built-in screen saver facility. This screen saver facility will dim the display screen monitor if the keyboard or mouse has not been used for an extended period of time. If the X terminal is in screen saver mode, moving the mouse or pressing any key on the keyboard will cause the display monitor to be refreshed. If the display monitor remains blank after moving the mouse or depressing a key, then the NCD19C X terminal is either broken or powered off.

- 1.1 If not already powered on, power on the NCD19C X terminal using the power switch located on the rear of the NCD19C base unit.

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ACTIVATION OF THE EMERGENCY RESPONSE DATA SYSTEM FROM THE AEOF

- 1.2 If not already powered on, turn on the HP LaserJet IIIIP laser printer using the power switch located on the right side of the unit.

After turning on power to the HP LaserJet IIIIP, the printer will perform a series of power-on self tests. If the power on self test successfully completes, all indicator lights on the operator panel will be off except the ONLINE indicator, and the status display will read "00 READY LETTER". If any other indication is present on the printer, then power-on self tests were not successfully completed and you will be unable to make hard copies of the screen displays. In either case, proceed with the activation procedure.

- 1.3 If not already powered on, turn on both of the Telebit T3000 modems using the power switch located on the left rear of each unit.

- 1.4 After completing the power on self tests, the modems will automatically connect with the corresponding modems located in the ERF Computer Room.

While attempting this connection process, you will be able to hear the modem "training" sequence. When a successful connection has been established, the modem speaker will be turned off and the modem will operate silently.

If a connection is successfully established, then the following status indicators on the front panel of the modem should be illuminated:

*** MR * OH * CD * DTR * RTS * CTS**

Under normal phone line conditions, the HS and EC lights should also be lit. Under poor phone line conditions, these two lights may not be illuminated.

- 1.5 The NCD19C is configured to automatically display a serial terminal session on the NCD19C X terminal after boot up. Press <RETURN> until the VMS logon prompt appears on the display screen.

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ACTIVATION OF THE EMERGENCY RESPONSE DATA SYSTEM FROM THE AEOF

1.6 Enter the appropriate information from the card and press <RETURN> in response to the "Username:" prompt.

1.7 Enter the current password from the card and press <RETURN> in response to the "Password" prompt.

If the correct user name and password were entered, then the VMS system prompt (\$) will appear on the display screen.

1.8 Enter "XINITREMOTE" to initiate the XRemote X windows server. After two or three minutes, the initialized MMI display window with the "TOP MENU", "SCREEN UP", "SCREEN DOWN" and "PREV. SCREEN" function buttons will be displayed on the NCD19C X terminal.

NOTE:

If either of the phone lines between the AEOF and the ERF Computer Room are inadvertently lost, depress and release the T/D button located on the front panel of the Telebit T3000 modem and return to Step 1.4 and repeat the necessary steps.

1.9 Move the pointer to the dash in the upper left corner of the control menu box of the MMI display menu. Using the mouse, click once and select "Lower" from the pop-up menu.

1.10 Position the pointer to the lower left hand corner, double click on the "BVERDS" icon.

1.11 Position the pointer to "Applications" from the pop-up Session Manager menu. Click on "Applications" and select "DECterm" from the pop-up menu.

1.12 Type in "ERD", leave a space and "1" or "2" depending on the affected unit. Hit return and follow screen prompted instructions to activate link.

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ACTIVATION OF THE EMERGENCY RESPONSE DATA SYSTEM FROM THE AEOF

- 1.13 While link is activating, "Link Status" will change from "Offline" to "Attempting Connection" to "Modem Connected" to "Online". Additionally, Link Status will change from "Offline" to "Connect Modem" to "Connect ERDS" to "Sending Data" or "Waiting".
- 1.14 Position the pointer to the dash in the upper left corner of the control menu box of the DECTerm window. Using the mouse, click once and select "minimize" from the pop-up menu.

NOTE:

If both ERDS Links need to be activated due to an Alert declaration or higher, repeat steps 1.11 thru 1.14 for the opposite unit.

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Attachment 3 (Page 1 of 2)

EOF STAFFING CHECKLIST

NOTE:

This checklist is provided to aid the Assistant to the E/RM in the performance of his/her duties and determining the state of readiness of the EOF for activation. It is not intended to replace any portion of this IP.

NOTE:

Discuss staffing with the Technical Support Coordinator using the BVERS printout.

Initials

Activity

- _____ 1. Review EOF staffing. Inform the E/RM when sufficient EOF staff members have arrived. Depending on the emergency conditions, personnel necessary for the EOF may vary. Listed below is the suggested minimum staffing.

Title

_____ * Emergency/Recovery Manager _____

_____ * EA&DP Coordinator _____

- _____ 2. Obtain a copy of the Emergency Preparedness Plan and Implementing Procedures from EOF Cabinet #1.
- _____ 3. Update the EOF Event Classification status board.
- _____ 4. Prepare memo to E/RM providing status of EOF staffing.
- _____ 5. Identify problems and indicate action initiated to resolve.

* Designates minimum positions per the Emergency Plan.

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EOF STAFFING CHECKLIST

COMMENTS:

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OFFSITE AGENCY LIAISON - ACTIVATION CHECKLIST

NOTE:

This checklist is provided as an aid for the Offsite Agency Liaison in the performance of his/her duties and determining the state of readiness of the EOF for activation. It is not intended to replace any portion of this IP.

<u>Initials</u>	<u>Activity</u>
------------------------	------------------------

- | | |
|-------|---|
| _____ | 1. Distribute supply envelopes to each EOF location. |
| _____ | 2. Set up E/RM public address system (if applicable). |
| _____ | 3. In conjunction with the EOF Computer Operator, determine if the following is energized or operable and inform the E/RM. |
| | <ul style="list-style-type: none"> • Audio Communications to TSC and Control Room (PAX and/or Bell lines, Ops Circuit and RadCon Circuit) _____ • SPDS/Unit Computer System _____ • ERDS (AEOF only) _____ |
| _____ | 4. Prepare speed memo to E/RM providing status of EOF equipment. |
| _____ | 5. Identify problems and indicate action initiated to resolve. |

NOTE:

Be prepared to brief personnel arriving.

COMMENTS:

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OFFSITE PROTECTIVE ACTIONS

CONTROLLED
BVPS UNIT 3

OFFSITE PROTECTIVE ACTIONS

EFFECTIVE INDEX

Issue 8 Rev.	0	OSC Approved	3-12-87
Issue 9 Rev.	0	Non-Intent Related	10-9-90
	1	Non-Intent Revision	11-19-91
	2	Non-Intent Revision	12-29-92
Rev.	5	OSC Approved	11-10-93
	6	Non-Intent Revision	11-15-94
	7	Non-Intent Revision	10-23-96
	8	Non-Intent Revision	6-17-97
	9	Non-Intent Revision	1-1-98
Rev.	10	OSC Approved	7-1-98
	11	Non-Intent Revision	12-31-99
	12	Non-Intent Revision	4-12-00
	13	Non-Intent Revision	7-12-00
	14	Non-Intent Revision	5-1-01
	15	OSC Approval Not Required	5-2-02
	16	Simple Change	8/15/02

OFFSITE PROTECTIVE ACTIONS

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- B. References
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- D. Action Levels/Precautions
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- F. Final Condition
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OFFSITE PROTECTIVE ACTIONS

A. PURPOSE

This procedure provides guidance to the Emergency Director/Emergency Recovery Manager for the recommending of offsite protective actions to State and/or County emergency services groups. The Beaver Valley Power Station is required to make recommendations for protective actions as part of the initial notification or follow-up process if the nature and magnitude of the actual or potential radioactivity release warrants protective actions for the public.

B. REFERENCES

- 1.0 Beaver Valley Power Station Emergency Preparedness Plan and Implementing Procedures.
- 2.0 USEPA 520/8-75-001 (and subsequent revisions) "Manual of Protective Action Guides and Protective Actions for Nuclear Incidents".
- 3.0 USEPA 570/9-75-003 "National Interim Primary Drinking Water Regulations".
- 4.0 County and State Emergency Plans.
- 5.0 Title 10 Code of Federal Regulations Part 50, Appendix E.
- 6.0 NUREG-0654/FEMA-REP-1 Draft Supplement 3 "Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants."
- 7.0 NRC Response Technical Manual - 92 Vol. 1, Rev. 2.
- 8.0 EPA Manual of Protective Action Guides and Protective Actions For Nuclear Incidents (EPA 400-R-92-001).
- 9.0 CR# 981499
CR# 00-2221
CR# 00-2343
CR# 02-00533
CR# 02-04054-2

OFFSITE PROTECTIVE ACTIONS**C. RESPONSIBILITIES**

- 1.0 The Emergency Director and the Emergency Recovery Manager are the only individuals authorized to recommend offsite protective actions on behalf of Beaver Valley Power Station (BVPS).
- 2.0 In the event protective action decisions are necessary prior to the activation of the Technical Support Center, the on-duty Shift Manager, in his role as Emergency Director, will determine a Protective Action Recommendation, using Attachment 1 of this procedure, considering plant systems status information from shift personnel and dose projection information from the Radiation Technician (or Health Physics Supervision).
- 3.0 When the Technical Support Center is activated, responsibility for protective action recommendations shifts from the Shift Manager to the Technical Support Center Emergency Director.
- 4.0 When the Emergency Operations Facility is activated, responsibility for protective action recommendations shifts to the Emergency Recovery Manager with input from the Emergency Director.
- 5.0 The development of a BVPS Protective Action Recommendation requires input from different individuals within the emergency response organization. The Emergency Director/Emergency Recovery Manager may solicit input from the personnel identified below, and/or, from appropriate representatives of the three State governments and the NRC in arriving at his decision. Once the Emergency Director/Emergency Recovery Manager has decided upon a recommendation, it may be relayed to the offsite agencies by designated BVPS emergency response personnel.
- 6.0 When the TSC (and/or EOF) is activated, designated EA & DP personnel will perform radiological assessments, will evaluate the need for offsite protective actions based on these assessments, and will provide appropriate recommendations to the Emergency Director/Emergency Recovery Manager for consideration. EA & DP personnel will use the EPP/IP 2 series for these determinations.

OFFSITE PROTECTIVE ACTIONS

D. ACTION LEVELS/PRECAUTIONS

1.0 PROTECTIVE ACTION GUIDES -- AIRBORNE RELEASES

NOTE:

If there are simultaneous accidents at BV-1 and BV-2 resulting in release(s) to the environment, dose projections will be required for both units. When determining the utilities' Protective Action Recommendations (PAR) under this condition, the PAR must be determined on the basis of the total dose from both units.

- 1.1 The Protective Action Recommendation is based on Attachment 1.
- 1.2 Based on dose assessments, no protective action should be recommended for incidents involving actual or potential airborne releases of radioactive material which are projected to result in doses to members of the general public that are less than 1 rem to the whole body (TEDE) or 5 rem to the child thyroid (CDE).

HOWEVER, a Protective Action Recommendation may be required due to plant conditions.

NOTE:

Per NUREG 0654, Supplement 3, the purpose of Sheltering is to advise the remainder of the 10-mile EPZ to go indoors to monitor Emergency Alert System (EAS) broadcasts.

- 1.3 Sheltering or evacuation of members of the general public within the affected area shall be recommended for incidents involving actual or potential airborne releases of radioactive material which are projected to result in doses to members of the general public, greater than or equal to 1 rem to the whole body (TEDE) or 5 rem to the child thyroid (CDE).
- 1.4 Attachment 1 (Offsite Protective Action Recommendation Flowchart) is used to determine a Protective Action Recommendation due to the declaration of a General Emergency. The Protective Action Recommendation is based on an analysis of the fission product barriers via the Critical Safety Functions and/or dose projections.

OFFSITE PROTECTIVE ACTIONS

- 1.5 Protective action decisions are primarily based on plant systems status assessments, and secondarily based on dose projections. As time and personnel availability permit, these two types of assessments may be performed simultaneously, and the results of both included in the protective action decision. Any upgrade to the protective action recommendation will be based on dose projections/assessments.
- 1.5.1 If dose assessments have been completed by the time that this decision is made and a larger affected area is indicated, then the larger recommendation shall be made. Do not delay recommendation to await dose projection results.

NOTE:

The BVPS Emergency Response Organization makes every attempt to relay the utilities Protective Action Recommendation as quickly as possible. The Initial Notification Conference (INC) Call is the primary means of relaying the recommendation for onshift and TSC/EOF personnel.

The Gold Executive Conference (GEC) is the primary means for TSC/EOF personnel to discuss the recommendation with State and County management. This method provides an immediate way to discuss the Protective Action Recommendation, and ensure that the appropriate State and County Agencies understand the recommendation. The States and Counties also receive the recommendation via commercial phone line as described in Step E.1.6 or E.2.7. This step ensures documentation is properly completed and the GEC serves as a redundant notification.

2.0 PROTECTIVE ACTION GUIDES -- WATERBORNE RELEASES

- 2.1 Recommendations shall be made to downstream water treatment plants (per EPP/IP 1.1, Attachment 2) to secure taking water from the Ohio River for liquid releases projected to exceed the concentration of radionuclide that will cause a dose commitment to any organ of 48 mrem. This is equivalent to 12 times the EPA Primary Drinking Water Standard, as measured at the water treatment plant discharge (to the public distribution system). This is determined in accordance with EPP/IP 2.7, "Liquid Release Estimate" or EPP/IP 2.7.1, "Liquid Release Estimate - Computer Method".

OFFSITE PROTECTIVE ACTIONS**3.0 IDENTIFICATION OF AFFECTED AREAS****NOTE:**

From MIDAS capable computer or Met. Shelter. (150' wind direction is used in lieu of ground level wind direction to avoid interference from terrain adjacent to meteorological tower.)

- 3.1 The downwind wedge is determined using the 150' and 500' wind directions, from an ARERAS capable computer or from other sources as described in EPP/IP 2.6.5.
- 3.1.1 Using the 150' and 500' elevation wind directions, identify the downwind sectors using the Downwind Wedge Determination chart on Attachment 1.
- 3.1.2 The downwind wedge is all of the sectors identified in Step 3.1.1, including any sectors bracketed by the identified sectors (i.e., upper and lower wedges do not overlap) or if the outer edge of a wedge bisects a sector, include the entire sector.
- 3.2 The affected area will resemble a keyhole consisting of a circle with a 90 degree (or larger) wedge shaped sector attached in the downwind direction or depending on meteorological conditions, a circle with no downwind wedge. A downwind wedge determination chart is provided on Attachment 1.
- 3.3 When using dose projections as a basis for recommending offsite protective actions, projected doses calculated:
- at the EAB apply to the 0-2 mile radial circle;
 - at 2 miles apply to the 2-5 mile downwind wedge or radial circle and;
 - at 5 miles apply to the 5-10 mile downwind wedge or radial circle.

OFFSITE PROTECTIVE ACTIONS

E. PROCEDURE1.0 TSC/EOF NOT ACTIVATED -- ACTIONS BY EMERGENCY DIRECTOR FOR AIRBORNE RELEASE**NOTE:**

Upon declaration of a General Emergency, a Protective Action Recommendation must be provided to the State/County Agencies within 15 minutes of the declaration. This information must also be provided on the Initial Notification Form. The steps which follow are performed by the Emergency Director or by his designees. Recommendations by designees will be reviewed and approved by the Emergency Director.

- 1.1 Enter Attachment 1 with information obtained from shift personnel.
- 1.2 Determine from meteorological parameters, the wind direction and wind speed.
- 1.3 Assess plant parameters to identify or estimate how long the release will continue. If the release has not started yet, estimate when the release will start and how long it will continue, if possible.
 - 1.3.1 Release duration due to LOCA's in Containment of <1 hour can be assumed if all ESF's are operable (i.e.: One Full Train of Containment sprays, etc.).

NOTE:

If dose projections are not immediately available, provide the minimum Protective Action Recommendation per Attachment 1, and go to Step 1.6.

- 1.4 Obtain dose projection data from the Radiation Technician or Health Physics Supervision determined in accordance with EPP/IP 2.6, "Environmental Assessment and Dose Projection Controlling Procedure" and its supporting procedures. Do not delay recommending protective actions to wait for offsite monitoring team results. The projected dose for the Exclusion Area Boundary (EAB) should be calculated first, and as necessary, for other distances.
- 1.5 Upgrade the initial protective action recommendation based on dose projections as necessary (refer to Step E.4.0).

OFFSITE PROTECTIVE ACTIONS

- 1.6 Direct the Onshift Communications and Records Coordinator (or other shift personnel) to document the recommendation on the Initial Notification Form and to make recommendations to the appropriate onsite personnel and/or offsite authorities in accordance with EPP/IP 1.1, "Notifications".

2.0 TSC/EOF ACTIVATED -- ACTION BY EMERGENCY DIRECTOR/EMERGENCY RECOVERY MANAGER FOR AIRBORNE RELEASE

NOTE:

Upon declaration of a General Emergency, a Protective Action Recommendation must be provided to the State/County Agencies within 15 minutes of the declaration. This information must also be provided on the Initial Notification Form. The steps which follow are performed by the Emergency Director until such time as the EOF is activated, after which, the steps are performed by the Emergency Recovery Manager or by their designees. Recommendations by designees will be reviewed and approved by the Emergency Director/Emergency Recovery Manager (ED/ERM).

- 2.1 Instruct the Assistant to the Emergency Recovery Manager to activate the Gold Executive Conference (GEC) Attachment 2, and inform the ED/ERM when it is activated.
- 2.2 TSC personnel will evaluate plant systems status, and provide information to the Emergency Director. The Emergency Director (Emergency Recovery Manager when activated) will develop Protective Action Recommendations considering plant systems status, meteorological conditions and dose assessments in conjunction with Attachment 1.

NOTE:

If dose projections are not immediately available, provide the minimum Protective Action Recommendation per Attachment 1, and go to Step 1.6.

- 2.3 Direct EA & DP personnel to perform radiological assessments and determine forecast meteorological conditions in conjunction with appropriate EPP/IP 2 Series procedures. EA & DP personnel are expected to evaluate potential ground contamination from plume fallout and to make appropriate recommendations for reducing exposure from this source. (Refer to EPP/IP 2.6.10, "Ground Contamination Assessment and Protective Actions).
- 2.4 Review the recommendations developed by the TSC and EA & DP personnel.

OFFSITE PROTECTIVE ACTIONS

- 2.5 As time permits, the ED/ERM should discuss the Company recommendation with the three State agencies and with the NRC with the objective of obtaining a consensus recommendation, if possible. These discussions may occur in the EOF or by teleconferences (via the GEC or other communication links, if necessary). In the absence of an agreement, the recommendation shall be based on the BVPS staff's best evaluation of the plant conditions or dose assessment information.
 - 2.6 If the minimum recommendation is being provided, go to Step 2.7. If dose projections indicate upgrading the recommendation, refer to Step E.4.0, if not continue.
 - 2.7 Direct the Communications and Records Coordinator to document the recommendation on the Initial Notification Form and to make recommendations to the appropriate onsite personnel and/or offsite authorities in accordance with EPP/IP 1.1, "Notifications".
 - 2.8 Notify FirstEnergy Corporate Communications personnel of the recommendation, but direct them not to include the content of the Company's recommendation in any news announcements. Such announcements should only indicate that BVPS has made a recommendation to offsite authorities and that these agencies are considering the recommendation. This prohibition is intended to prevent confusion that might result if the action implemented differs from that recommended by BVPS.
- 3.0 **WATERBORNE RELEASE**
- 3.1 Obtain data in accordance with EPP/IP 2.7, "Liquid Release Estimate" or EPP/IP 2.7.1, "Liquid Release Estimate - Computer Method".
 - 3.2 Per dose projections, for liquid releases corresponding to > 12 times EPA MPC, notify the Midland Water Treatment Plant (per EPP/IP 1.1, Attachment 2) and recommend the Plant stop taking water from the Ohio River until notified by the DEP/BRP.
 - 3.3 If actual sample analyses at Midland indicates activity in excess of EPA limits, additional sampling should be performed at East Liverpool, Ohio, and Chester, WV and a similar recommendation made for these Plants. The Ohio EPA will determine when East Liverpool can resume taking water from the Ohio River, and the WV Bureau of Public Health will determine when Chester can resume taking water from the Ohio River.
 - 3.4 Notify additional offsite authorities including the Coast Guard and the US Corp. of Engineers per EPP/IP 1.1, Attachment 2.

OFFSITE PROTECTIVE ACTIONS**4.0 UPGRADING PROTECTIVE ACTION RECOMMENDATIONS****NOTE:**

The initial Protective Action Recommendation is based on operational assessments. Any upgrades to the Recommendation will be based on dose projections exceeding the EPA PAG's at greater than 2 miles, or meteorological conditions.

- 4.1 Dose assessments should be performed in conjunction with operational assessments, if possible.
- 4.2 A Protective Action Recommendation developed without dose assessment input (Attachment 1) is the minimum initial recommendation and shall be instituted immediately, unless:
- available dose projections indicate a more restrictive Protective Action Recommendation (e.g.: dose projection at 2 miles exceeds the EPA PAG's) or,
 - the release has not started, the start time is not known AND the meteorological forecast for a consistent wind direction is not known. In this case the determination of a "downwind wedge" is meaningless since the wind direction may change prior to the release. (Example: For the evacuate 2 mile, 360° and 5 mile downwind wedge for this condition, a Protective Action Recommendation of 0-5 mile evacuation, 360 degrees would be required.). Refer to Attachment 1.
- 4.3 In the event that EA&DP dose projections indicate an upgrade of the Protective Action Recommendation from Attachment 1 (i.e.: dose projections at 2 miles exceed the EPA PAG's, etc.), the Emergency Director (Emergency Recovery Manager, if activated) **SHALL:**
- 4.3.1 Discuss the upgraded Protective Action Recommendation, and its dose projection basis, with the three State agencies and with the NRC with the objective of obtaining a consensus recommendation, if possible.
- 4.3.2 Discussions may occur in the EOF or by teleconferences (via the GEC or other communication links, if necessary).

OFFSITE PROTECTIVE ACTIONS

- 4.3.3 Provide PAR's beyond the 10-mile EPZ, if the projected dose based on field measurement data would exceed the EPA PAG's beyond this distance.
 - 4.3.3.1 If necessary, the evacuation area should be expanded in 5-mile increments such that the EPA PAG's are not expected to be exceeded outside the recommended radius (e.g., if PAG's are expected to be reached at 17 miles, the PAR would include 20 miles).
- 4.3.4 In the absence of an agreement, the recommendation shall be based on the BVPS staff's best evaluation of the plant conditions or dose assessment information.
- 4.4 Notify the Offsite Agencies of the Upgraded PAR by performing the following:

NOTE:

An Upgraded PAR does not change emergency classification status. The Upgraded PAR determination must be completed within 15 minutes of the assessment being available (ie: dose projection, change in wind direction ,etc.) and must be provided to the appropriate offsite agencies in accordance with EPP/IP 1.1 "Notifications".

- 4.4.1 Complete a new Initial Notification Form using the information from the General Emergency declaration, except line 5 and 6.
- 4.4.2 Complete the Initial Notification Form line 5 using the Upgraded PAR information, and line 6 Meteorological Data.
- 4.4.3 Sign, date and time the Initial Notification Form for the Upgraded PAR.
- 4.4.4 Provide the Initial Notification Form to the TSC Communications & Records Coordinator to transmit to appropriate offsite agencies in accordance with EPP/IP 1.1 "Notifications".

OFFSITE PROTECTIVE ACTIONS

F. FINAL CONDITIONS

- 1.0 All appropriate agencies have been notified of the Beaver Valley Power Station Offsite Protective Action Recommendation.
- 2.0 The GEC has been relinquished to the State and County agencies for coordination of siren activation or other discussions.
- 3.0 The emergency condition has been terminated and recovery has begun.
- 4.0 All Emergency Termination Notifications per EPP/IP 1.1 have been completed.

G. ATTACHMENTS

- 1.0 OFFSITE PROTECTIVE ACTION RECOMMENDATION FLOWCHART
- 2.0 ACTIVATION OF THE GOLD EXECUTIVE CONFERENCE CALL

OFFSITE PROTECTIVE ACTION

**GENERAL EMERGENCY
DECLARATION**

Obtain the following information:

- 1) 35' wind speed _____ MPH
- 2) 150' wind direction _____ degrees
- 3) 500' wind direction _____ degrees

IS AT LEAST ONE OF THE FOLLOWING TRUE?

- ☐ 35' wind speed LESS than 2 MPH (or unavailable)?
- ☐ Is either the 150' or 500' wind directions unavailable?
- ☐ The difference between the 150' and 500' wind directions is ≥ 165 and ≤ 195 degrees? (opposite wind directions) or unavailable?
- ☐ Release has started or is imminent. (within one hour)
- ☐ Release transport will span sunrise or sunset hours.

TSC/EOF ONLY:

- ☐ NWS forecast indicates a weather front will pass thru EPZ during release transport.

Continue assessments. Expand the affected area if subsequent assessments, including the results of field measurements, indicates the need. If a new Upgraded PAR is identified, an Initial Notification Form SHALL be completed and appropriate offsite agencies notified within 15 minutes (this does not change the emergency classification status).

Dose projection results available (FSAR, monitor data, etc.)?

Projected dose at EAB >1 REM TEDE or >5 REM CDE

Recommend EVACUATE 0-5 miles, 360 degrees AND SHELTER the remainder of the 10 mile EPZ. (Minimum Recommendation)

NO

Dose projection results available (FSAR, monitor data, etc.)?

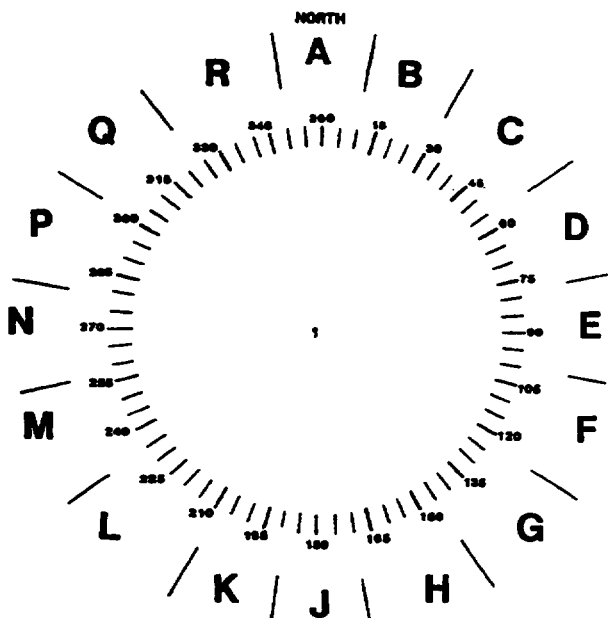
Projected dose at EAB >1 REM TEDE or >5 REM CDE

DOWNWIND WEDGE DETERMINATION

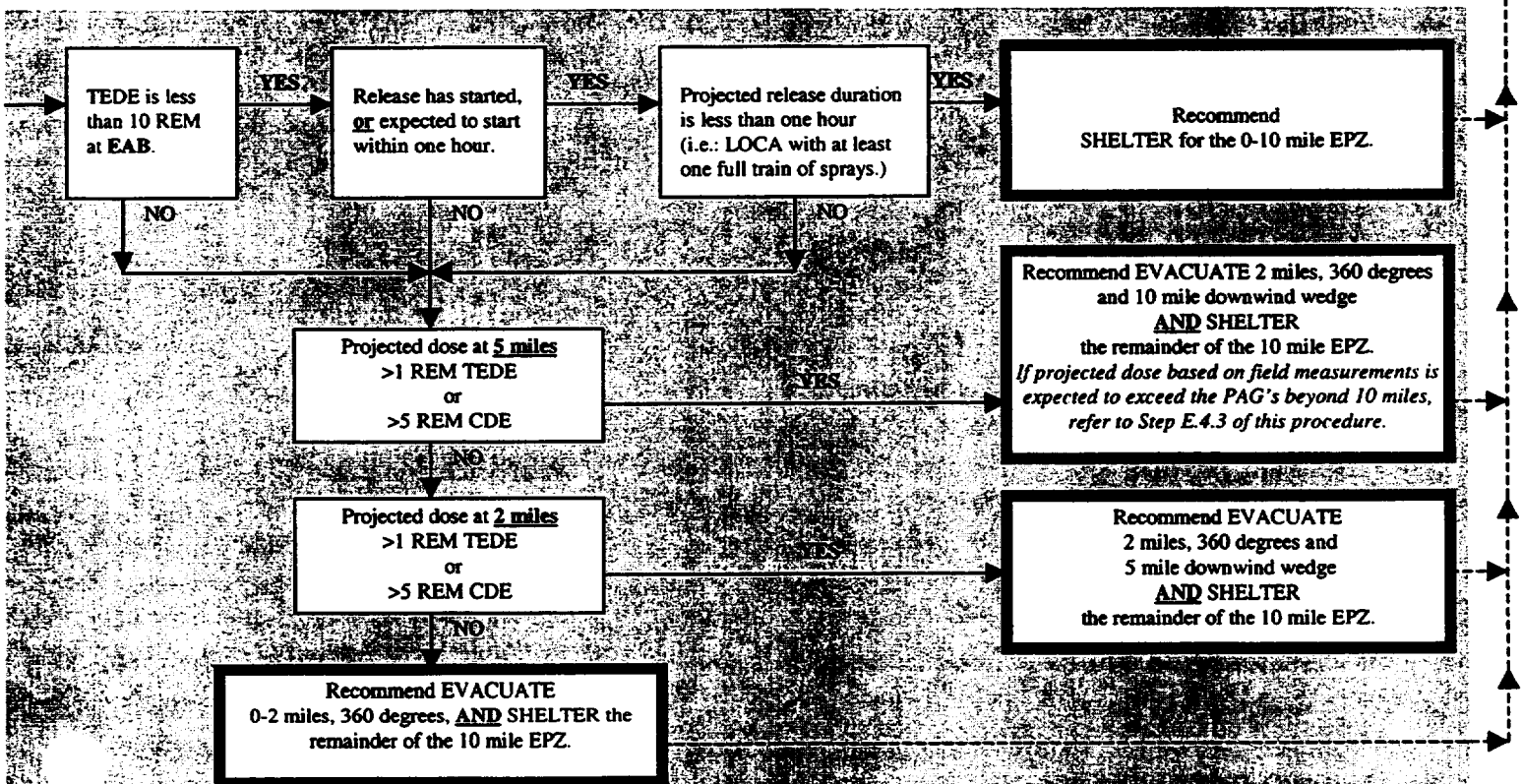
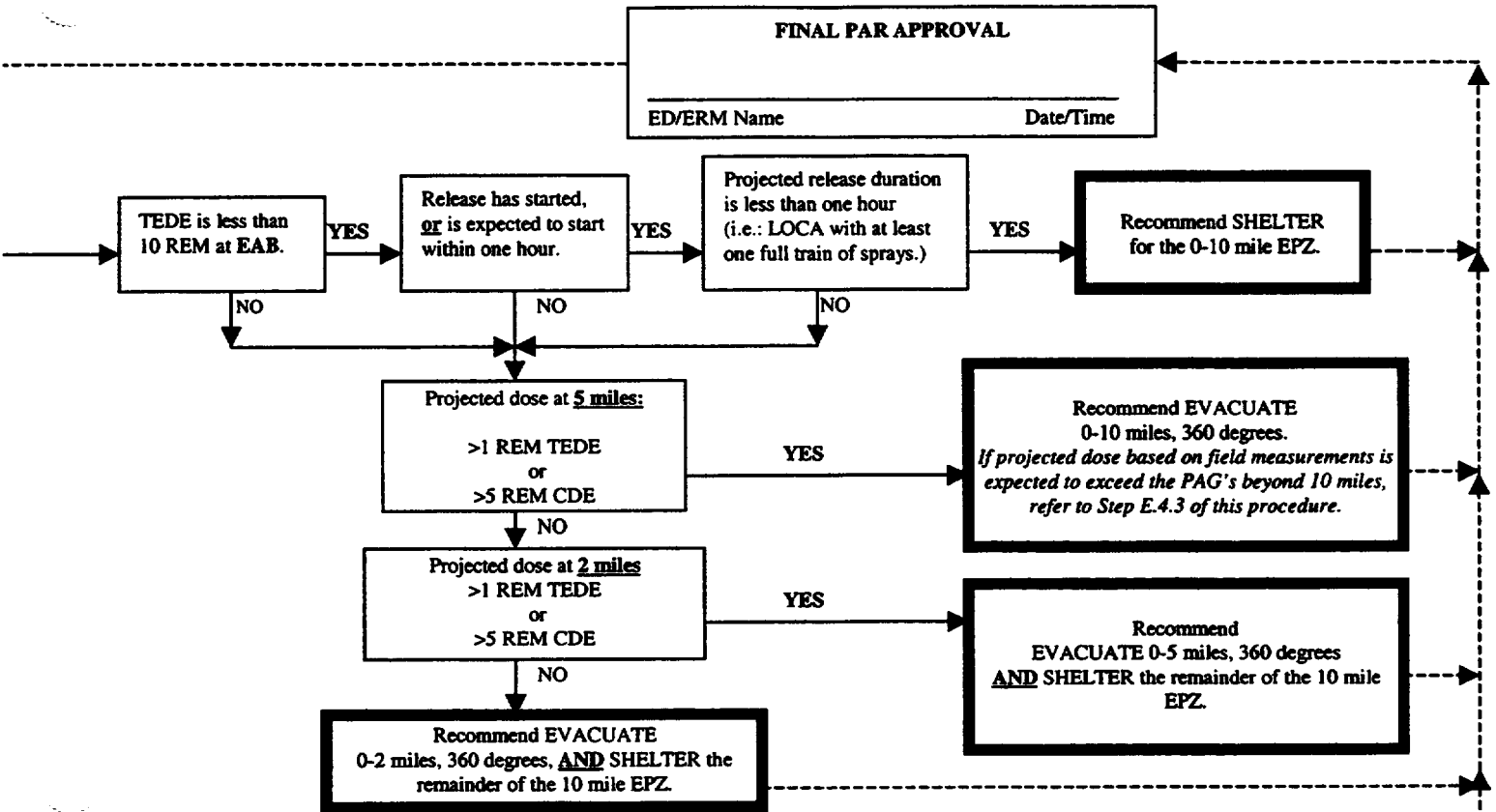
- 1) Obtain 150' and 500' Wind Direction
- 2) Using each wind direction, determine Sectors per the Chart below
- 3) Combine Sectors for PAR

Sector	Wind From	Downwind Wedge Sectors
A	350 - 11	GHJKL
B	12 - 34	HJKLM
C	35 - 56	JKLMN
D	57 - 79	KLMPN
E	80 - 101	LMNPQ
F	102 - 124	MNPQR
G	125 - 146	NPQRA
H	147 - 169	PQRAB
J	170 - 191	QRABC
K	192 - 214	RABCD
L	215 - 236	ABCDE
M	237 - 259	BCDEF
N	260 - 281	CDEFG
P	282 - 304	DEFGH
Q	305 - 326	EFGHI
R	327 - 349	FGHIJ

Recommend EVACUATE 2 miles, 360 degrees and 5 mile downwind wedge AND SHELTER the remainder of the 10 mile EPZ. (Minimum Recommendation)



RECOMMENDATION FLOWCHART



OFFSITE PROTECTIVE ACTIONS

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OFFSITE PROTECTIVE ACTIONS

ATTACHMENT 2 (1 of 3)

**ACTIVATION OF THE GOLD EXECUTIVE CONFERENCE
(GEC) CALL INSTRUCTIONS (EXAMPLE)****NOTE:**

The Gold Executive Conference (GEC) is a function of the Beaver Valley Emergency Response System (BVERS). The GEC is the method that the On-Call Emergency Response Organization (ERO), particularly the Emergency Director, or Emergency/Recovery Manager if activated, shall use to establish a conference call for the purpose of discussing a Protective Action Recommendation (PAR) with the Offsite Agencies. This call shall be initiated by the Assistant to the E/RM.

NOTE:

This procedure should be implemented prior to, or in anticipation of, a General Emergency declaration to ensure timely discussion of plant conditions with the State and County agencies.

A. INITIATING GEC

- 1.0 Obtain the PASSCODE and SCENARIO NUMBER from the Assistant to the E/RM Workbook in the EOF to activate the Gold Executive Conference (GEC) call.
- 2.0 From a touch tone phone, dial 9-724-643-4370 to access the Beaver Valley Emergency Response System (BVERS) and do the following:
 - 2.1 **IMMEDIATELY** enter the BVERS PASSCODE **XXXX** when system answers.
 - 2.1.1 If GEC is unavailable, go to Section B of this Attachment, otherwise, continue with this Section.
 - 2.2 When prompted, enter SCENARIO NUMBER **XXXX**.
 - 2.3 When prompted, verify the SCENARIO NUMBER by pressing **9** for YES OR **6** for NO.
 - 2.4 When prompted, "You will cue SCENARIO **XXXX**. It will now be sent. Are you sure this is what you want to do?" Press **9** for YES OR **6** for NO.
 - 2.5 Hang up.

OFFSITE PROTECTIVE ACTIONS

ATTACHMENT 2 (2 of 3)

**ACTIVATION OF THE GOLD EXECUTIVE CONFERENCE
(GEC)CALL INSTRUCTIONS (EXAMPLE)**

NOTE:

You must dial the prefix "9" to obtain an outside line to enter the GEC call. This number is NOT a PAX extension.

- 3.0 To enter the GEC call:
 - 3.1 From a touch tone phone, dial "9-724-682-1900".
 - 3.2 At the voice prompt "Please enter your passcode followed by the "#" sign" enter the **PASSCODE XXXX #**.
 - 3.3 There will be a short delay while the system connects the Offsite Agencies into the conference call. A "Beep" will be heard as each Agency enters the GEC call.

4.0 Upon hearing an individual enter the Conference Bridge:

4.1 State the following:

"This is _____ at Beaver Valley
NAME

Power Station. Please remain on the line for a roll-call and an update.

(log individual names and time contacted below):

	NAME	TIME
BCEMA		
CCEMA		
HCOES		
PEMA		
OEMA		
WVOES		
PA DEP/BRP		

NAME: _____ DATE: _____

OFFSITE PROTECTIVE ACTIONS

ATTACHMENT 2 (3 of 3)

**ACTIVATION OF THE GOLD EXECUTIVE CONFERENCE
(GEC)CALL INSTRUCTIONS (EXAMPLE)**

NOTE:

Any person disconnected, or any additional personnel, may enter the GEC at any time, once the system is activated, by dialing 724-682-1900 and providing the GEC PASSCODE.

- 5.0 The Assistant to the E/RM shall then turnover the phone to the ED, or E/RM if activated, to provide the PAR.
- 6.0 If an Offsite Agency does not respond, call the agency using the contact phone number from EPP/IP 1.1, "Notifications", and request they call into the GEC by dialing 724-682-1900 and providing the State/County GEC PASSCODE.
- 7.0 Upon providing the PAR, the ED, or E/RM if activated, shall answer any questions from the Offsite Agencies then turn over command of the GEC to the Offsite Agencies for discussions and siren coordination.

B. GEC UNAVAILABLE

- 1.0 If GEC is unavailable, utilize commercial lines.
 - 1.1 Contact the State/County agencies per EPP/IP 1.1 "Notifications", Attachment 2 and provide the PAR.
 - 1.2 PA DEP/BRP may be contacted using the "Blue" Hotline in the EOF.
- 2.0 If commercial phone systems are unavailable, the BVPS Radio System is the alternate method for providing the PARs to the Counties. EPP/IP 1.2, Attachment 3 (Step 6.0) provides direction for using the radio system. The Counties should then contact their respective States.

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Unit 1/2

EPP/IP 9.4

ACTIVATION, OPERATION AND DEACTIVATION OF THE JOINT PUBLIC INFORMATION CENTER (JPIC)

Document Owner
Manager, Emergency Preparedness

Revision Number	8
Level Of Use	General Skill Reference
Safety Related Procedure	Yes

CONTROLLED
BVPS UNIT 3

Beaver Valley Power Station

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EPP/IP 9.4

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EFFECTIVE INDEX

Rev. 0	OSC Approved	12-8-95
Rev. 1	Non-Intent Revision	10-23-96
Rev. 2	Non-Intent Revision	6-17-97
Rev. 3	OSC Approved	1-1-98
Rev. 4	Non-Intent Revision	12-2-99
Rev. 5	Non-Intent Revision	7-12-00
Rev. 6	Non-Intent Revision	12-12-01
Rev. 7	Non-Intent Revision	6-14-02
Rev. 8	Simple Change	8-15-02

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A. PURPOSE

This procedure provides guidance for the Joint Public Information Center (JPIC) staff in the activation, operation and deactivation of the JPIC.

B. REFERENCES

- 1.0 Beaver Valley Power Station Emergency Preparedness Plan.
- 2.0 Title 10, Code of Federal Regulations, Part 50.
- 3.0 NUREG-0654/FEMA-REP-1 "Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants".
- 4.0 NPDAP 5.3, News Release and Notification
- 5.0 EPP/IP 1.7, Emergency Response Organization Teams.
- 6.0 Condition Report #01-3198, 01-4230, 01-4236
- 7.0 Condition Report #02-03981, 02-03982, 02-03983, 02-03678, 02-03713
- 8.0 Condition Report #02-04004, 02-04855, 02-04905, 02-04919

C. RESPONSIBILITIES

- 1.0 The JPIC Manager has overall responsibility for the implementation of this procedure.
- 2.0 Job Guidelines for JPIC personnel are located in Attachment 1.

D. ACTION LEVELS/PRECAUTIONS

1.0 ACTION LEVELS

- 1.1 JPIC activation is required at an emergency condition, classified as a Site Area or General Emergency at Beaver Valley Power Station Unit 1, Unit 2, or as requested by the Emergency Director, or ...
- 1.2 As deemed necessary by the Senior Nuclear Communications Representative, or designee, in consultation with the Senior Vice President-Nuclear, or designee.

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2.0 PRECAUTIONS

- 2.1 All news announcements must be approved by either the designated Emergency Director (prior to Emergency Operations Facility (EOF) activation) or the Emergency/Recovery Manager (after EOF activation).
- 2.2 Any significant policy announcement on subjects other than plant conditions must be coordinated with First Energy Corporate Communications, in consultation with the Senior Vice President-Nuclear.
- 2.3 Representatives of the State and the County emergency response agencies are encouraged to participate at the news briefings. BVPS may issue joint news announcements with these agencies.
- 2.4 The County and the State emergency management agencies have been asked to advise the Senior Nuclear Communications Representative of announcements issued to the news media or the Emergency Alert Stations.

E. PROCEDURE

NOTE:
JPIC personnel are activated in accordance with EPP/IP 1.7, "EMERGENCY RESPONSE ORGANIZATION TEAMS."

1.0 ACTIVATION

NOTE:
Designated JPIC personnel (beeper holders) shall be notified and mobilized at an Alert Emergency via beeper activation. Once the designated personnel arrive at the JPIC, additional personnel may be called-in, as necessary.

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- 1.1 Upon notification, JPIC personnel shall report to the JPIC and sign the staffing board.
- 1.2 The Information Coordinator shall notify the JPIC Manager when adequate staff has arrived.
- 1.3 The Logistics Coordinator shall notify the JPIC Manager when sufficient equipment and supplies are available for operation of the JPIC.
- 1.4 The Security Coordinator shall establish and maintain adequate security in accordance with Attachment 4 of this procedure.
- 1.5 The JPIC Manager shall make a formal activation announcement of the JPIC over the JPIC public address system.
- 1.6 Via telephone, the Information Coordinator shall inform the EPIO staff at the EOF and the Penn Power Customer Accounts Services Department that the JPIC has been activated.

2.0 OPERATION

2.1 News Announcements

- 2.1.1 The Information Coordinator shall collect all news announcements that were approved prior to JPIC activation.
- 2.1.2 Administrative Support personnel shall ensure the distribution of all news announcements as described in Attachment 2 of this procedure.
- 2.1.3 The Information Coordinator shall continue to obtain current news announcements from the EOF in accordance with the guidelines in Attachment 1.
- 2.1.4 The Information Coordinator shall ensure JPIC review and distribution of subsequent news announcements in accordance with the guidelines in Attachment 1.

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2.1.5. The Information Coordinator shall verbally notify the EOF Nuclear Communication Manager of the JPIC receiving and reviewing of news announcements.

2.2 News Briefings

2.2.1 Via telephone, the JPIC Technical Advisor shall contact the EOF Technical Advisor to discuss plant related information.

2.2.2 Via telephone conferencing, the JPIC Technical Advisor shall ensure the participation of the Chief Company Spokesperson and Information Manager in discussions per 2.2.1, as appropriate.

2.2.3 Information gathered during the conference call may be presented at news briefings by the Chief Company Spokesperson.

2.2.4 The JPIC Manager shall arrange for a pre-briefing meeting with the governmental Public Information Officers (PIOs) present at the JPIC, in preparation for the news briefing.

2.2.5 The Chief Company Spokesperson and the JPIC Manager, in consultation with the governmental PIOs, will determine the frequency of news briefings at the JPIC.

2.2.6 The Media Relations Coordinator will inform the news media of the time of upcoming news briefings.

2.2.7 The JPIC Manager will preside over news briefings. The Chief Company Spokesperson and governmental PIOs will provide information and answer news media questions regarding the status of the emergency.

2.2.8 JPIC personnel will record questions that could not be answered and provide answers for subsequent news briefings.

2.2.9 The JPIC Technical Briefer will provide generic information regarding plant systems to the news media.

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2.3 Information Management and Control

- 2.3.1 The Media Contact Representatives shall receive and respond to telephone calls from the news media in accordance with the guidelines in Attachment 1.
- 2.3.2 The Media Monitoring Representatives shall monitor TV and radio news broadcasts in accordance with the guidelines in Attachment 1.
- 2.3.3 The Rumor Control Coordinator shall report any apparent misinformation received to the Information Coordinator in accordance with the guidelines in Attachment 1.
- 2.3.4 The EMA Contact Representatives shall provide information to and receive information from the governmental PIOs at the JPIC in accordance with the guidelines in Attachment 1.

3.0 DEACTIVATION

- 3.1 Upon concurrence from the JPIC Manager, the Chief Company Spokesperson and governmental PIO's, the JPIC shall be deactivated.
- 3.2 Emergency equipment/supplies shall be restored to preactivation status, by the Logistics Coordinator.

F. FINAL CONDITIONS

This procedure shall be terminated after the following conditions have been met:

- 1.0 Normal plant operations have been or are in the process of being restored.
- 2.0 News media interest has diminished to such an extent that pre-emergency media relations procedures can again be used.
- 3.0 The JPIC staff has been relieved of all duties associated with the development and presentation of news information.

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G. ATTACHMENTS

- 1.0 Job Guidelines
- 2.0 News Announcement Distribution
- 3.0 Rumor Inquiry Form
- 4.0 Security Procedures
- 5.0 JPIC Floor Plans
- 6.0 JPIC News Briefing Summary Sheet

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ATTACHMENT 1 (1 of 17)

JOB GUIDELINES

CHIEF COMPANY SPOKESPERSON

1. Reports to the JPIC and signs the staffing board.
2. Briefs and consults with the EPIO staff and governmental PIOs at the JPIC.
3. Presents regular, timely information at news briefings at the JPIC regarding the status of the plant.
4. Announces plant status and actions being taken to achieve plant stability, using current news announcements and information regarding plant status provided by the Technical Advisor.
5. Reviews news announcements.
6. Announces any company policy decisions coming from the EOF regarding the protection and safety of on-site personnel.
7. Announces any upgrading or termination of emergency classification of the plant and the reason for the change.
8. Participates in interviews with the local, regional and national news media.
9. Frequently consults with the Emergency/Recovery Manager regarding present status of plant conditions and when possible participates in EOF briefings via phone.

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JOB GUIDELINES

JPIC MANAGER

1. Reports to the JPIC and signs the staffing board.
2. Mobilize the remainder of the JPIC staff by directing the Information Manager, Information Coordinator, Media Relations Coordinator and the Logistics Coordinator to begin the call out of additional personnel, as necessary.
3. Announces the activation of the JPIC via the public address system once sufficient staff and equipment is in place as communicated by the Information and Logistics Coordinators.
4. Ensures JPIC logistical needs are met through interface with the Logistics Coordinator.
5. Continually observes the operation of the JPIC and recommends changes or improvements to facilitate media briefings.
6. Reviews news announcements if Chief Company Spokesperson unavailable.
7. During news briefings, compiles a list of items that need to be followed up in subsequent briefings. This includes questions that need to be answered, evaluation of the effectiveness of each news briefing, and follow-up of incorrect information that was released to the public from whatever source.
8. Advises The Chief Company Spokesperson and points out potential questions to be answered in upcoming news briefings.
9. Deactivates the JPIC as outlined in Section E, Deactivation and Section F, Final Conditions of this procedure.

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JOB GUIDELINES

INFORMATION MANAGER

1. Reports to the JPIC and signs the staffing board.
2. As necessary, call-out additional personnel as follows:
 - EMA Contact Reps. (3) Three
 - Rumor Control Coordinator (2) Two
 - Media Monitoring Reps. (3) Three
3. In the absence or unavailability of the Chief Company Spokesperson and JPIC Manager, reviews news announcements.
4. Participates in telephone discussions between the Chief Company Spokesperson and the Technical Advisors at the JPIC and EOF.
5. Maintains communications with the Information Coordinator to assure that news announcement approval, rumor control, media monitoring, and news media contact functions are being conducted properly and effectively. Also, reviews and signs, "Rumor Inquiry Form" (Attachment 3).
6. Prior to any joint news briefings arranges a coordination meeting with the Chief Company Spokesperson and the State and County officials located at the JPIC.
7. Coordinates the issuing of news announcements with those of the State and County to ensure timeliness and consistency.
8. Oversees the EMA Contact Representatives to assure that the needs of the State and County representatives at the JPIC are being met.
9. Provide feedback to Media Monitoring Representatives, Media Contact Representatives, or Rumor Control Coordinator concerning how rumors or mis-information is addressed.
10. Review and approve JPIC News Briefing Summary Sheet (Attachment 6) and give to the Rumor Control Coordinator for distribution.

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JOB GUIDELINES

INFORMATION COORDINATOR

1. Reports to the JPIC and signs the staffing board.
2. As necessary, call-out additional personnel as follows:
 - Information Coordinator Assistant
 - CASD Reps., Penn Power-New Castle
 - Media Contact Reps. (3) Three
3. Serves as Information Manager until the Information Manager arrives.

Prior to JPIC activation:

1. Ensures staff has signed-in with Security.
2. Ensures staff completes the staffing board.
3. Notifies the JPIC Manager when the JPIC is fully staffed and can be activated.
4. Requests that the EOF transmit the Initial Notification Form and all news announcements that have been approved and distributed.

JPIC activation:

1. Informs the ERM or Assistant, Sr. Nuclear Communications Representative and EOF staffs via telephone that the JPIC is activated.
2. Obtains current news announcements from the EOF and verbally notifies EOF Nuclear Communications Manager of JPIC receiving and reviewing of news announcement.
3. Collects all news announcements that were approved prior to JPIC activation and ensures distribution to JPIC staff.
4. Continually ensures that news announcements are being provided to the State, County and Federal agencies either through telephone communications or hard copy transmission.
5. Ensures that the status boards in the Government and Work Rooms are continuously updated with emergency events.
6. Maintains ongoing communications with First Energy Corporate Communications informing them of emergency events.
7. Continually directs rumor control activities and investigates rumors. Assures the Information Manager reviews and approves responses to rumors per Attachment 3.
 - a. After review and approval by the Information Manager, provide a copy of approved Rumor Inquiry form to the Rumor Control Coordinator.

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JOB GUIDELINES

INFORMATION COORDINATOR (CONTINUED)

JPIC activation:

8. Consults with the Information Manager and fulfills requests as needed.
9. If necessary, ensures that a second shift is called-out, in conjunction with Support Services (EOF).
10. Maintains an event log of all communications and activities and issues the log to the Emergency Preparedness Section at the conclusion of the emergency.
11. Collects event logs from JPIC at the conclusion of the emergency and forwards the logs to the Senior Nuclear Communications Representative.
12. Ensures distribution of news announcements to JPIC staff.
13. Via telephone, inform the EPIO staff at the EOF and the Penn Power Customer Services Department that the JPIC has been activated.

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JOB GUIDELINES

INFORMATION COORDINATOR - ASSISTANT

1. Reports to the JPIC and signs the staffing board.
2. Ensures the staff completes the staffing board and notifies the Information Coordinator when the JPIC is fully staffed.
3. Maintains and updates the status boards in the Government and Work Rooms with emergency events.
4. Maintains a log of the Information Coordinator's activities.
5. Ensures Media Monitors, Media Contact Representatives, and the Rumor Control Coordinator receive all news announcements.
6. Collects event logs from JPIC staff at the conclusion of the emergency and forwards the logs to the Information Coordinator.

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JOB GUIDELINES

JPIC TECHNICAL ADVISOR

1. Reports to the JPIC and signs the staffing board.
2. Maintains frequent contact with the EOF Technical Advisor to obtain up-to-the-minute information on plant status.
3. Keeps the Chief Company Spokesperson, JPIC Manager and Information Manager informed of the plant status and actions being taken to achieve plant stability and recovery.
4. Ensures that the Chief Company Spokesperson and the Information Manager are included in telephone discussions of plant status information with the EOF, as appropriate.
5. Takes written notes as needed to accurately convey information from the EOF Technical Advisor to the Chief Company Spokesperson, Information Manager or Information Coordinator.
6. Seeks information from the EOF Technical Advisor as requested by the Chief Company Spokesperson, JPIC Manager or Information Manager.
7. Consults with JPIC staff, as requested, in the interpretation and clarification of news announcements and other information regarding plant status and actions being taken to achieve plant stability and recovery.

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JOB GUIDELINES

EMERGENCY MANAGEMENT AGENCY (EMA) CONTACT REPRESENTATIVE

NOTE:

ONLY approved news announcements are to be available to the Media.

1. Reports to the JPIC and signs the staffing board.
2. Contacts the designated EMA State and County Public Information Officers, listed in the EP Resource Manual, and informs them that the Joint Public Information Center has been activated.
3. Provides a call-back number (use your phone number) for the EMA's use to obtain information regarding plant and on-site status.
4. Provides plant status information via news announcements to the County or State Public Information Officers at the JPIC.
5. Keeps the Information Manager apprised of County and State public announcements and news announcements.
6. Provides liaison between Company and County and State Public Information Officers for logistical and ongoing administrative needs within the JPIC.
7. Keeps EMA's apprised of relevant rumor control activity as directed by the Information Coordinator.
8. Maintains a log during an emergency of all contacts, time of contact, along with any other pertinent information.
9. Following an emergency, issues a report to the Information Manager regarding emergency response activities.
10. Ensures that News Announcements issued by the States are distributed at the JPIC. (Same distribution as FENOC News Announcements.

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JOB GUIDELINES

MEDIA CONTACT REPRESENTATIVES

1. Reports to the JPIC and signs the staffing board.
2. Provides logistical information (location of plant, lodging near plant, etc.) to the media.
3. Answers basic media inquiries related to the emergency. Detailed inquiries are logged and given to the Information Coordinator for follow-up. Information regarding station events/activities should be given to the media only after it has been released via a news announcement or News Briefing.
4. Directs the media on where to obtain news announcements issued to the wire service.
5. Reports rumor information to the Rumor Control Coordinator using the Rumor Inquiry Form (Attachment 3).
6. Maintains a log during an emergency of all contacts, time of contact, along with any other pertinent information.
7. Refers all inquiries regarding protective measures for public to appropriate County emergency management agency, per EPP/IP 9.5, Attachment 2.
8. Refers all industry calls requesting news announcements to the INPO Nuclear Network (Attachment 2).
9. Rumor Control Coordinator to assign a number to form before processing.
10. At the conclusion of the emergency, provides recorded information and logs to the Information Coordinator.

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JOB GUIDELINES

MEDIA MONITORING GUIDELINES

1. Reports to the JPIC and signs the staffing board.
2. Monitors local radio and TV stations and reports to the Information Coordinator any information which appears to be misleading or incorrect. Stations to be periodically monitored are:

RADIO

KDKA - 1020 AM (Pittsburgh)

WKQV - 1410 AM (Pittsburgh)

WBVP - 1230 AM (Beaver Falls)

WMBA - 1460 AM (Ambridge)

WWVA - 1170 AM (Wheeling)

WVNP - 89.9 FM (WV Public Radio)

WKBN - 570 AM (Youngstown, OH)

TV

KDKA-TV Channel 2 (Pgh, Pa)

WKBN - Channel 27
(Youngstown, OH)

CNN
(Atlanta, GA)

3. Completes Rumor Inquiry Form (Attachment 3) and submits it to the Rumor Control Coordinator.
4. Receives rumor control information from the Information Coordinator, or designee, through the Rumor Control Coordinator, as appropriate, and monitors media accordingly.
5. Maintains a log of all incorrect information with time and source.
6. Receives information from written news announcements and from Media Relations Coordinator on upcoming interviews and coverage and monitors accordingly.
7. At the conclusion of the emergency, provides recorded information and logs to the Information Coordinator.

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JOB GUIDELINES

RUMOR CONTROL COORDINATOR - JPIC

1. Reports to the JPIC and signs the staffing board.
2. Receives and records all requests for information, points of clarification, and rumored information and assigns a number to the Rumor Inquiry Form.
3. Reports information to the Information Coordinator using the Rumor Inquiry Form (Attachment 3) for follow-up.
4. Receives corrected, approved "Rumor Inquiry Forms", (Attachment 3) from the Information Coordinator for distribution to the Media Contact Reps. and the Media Monitoring Reps.
5. Maintains a log of all rumors received and sources.
6. Records News Briefing Summary Sheets.
7. Obtains Information Manager's approval on News Briefing Summary Sheets.
8. Provides the approved JPIC News Briefing Summary Sheet (Attachment 6) to the Media Contact Representatives and the Media Monitoring Representatives.
9. At the conclusion of the emergency, provides recorded information and logs to the Information Coordinator.

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JOB GUIDELINES

MEDIA RELATIONS COORDINATOR

1. Reports to the JPIC and signs the staffing board.
2. Calls out the Technical Briefer to report to the JPIC, if needed.
3. Continually observes the operation of the Joint Public Information Center and recommends changes or improvements to facilitate media briefings.
4. Advises Chief Company Spokesperson (through the JPIC Manager, if available) and points out potential questions to be answered in upcoming news briefings.
5. Coordinates requests from news media. This may include:
 - a. Arranging media tours to designated locations near the plant for photographic and filming purposes;
 - b. Recommending spokespersons and arranging media interviews with company officials;
 - c. Coordinating special parking requirements for national network or other trailers, etc.
 - d. Obtaining permission from plant security for aerial photography;
 - e. Providing press kits, photos, diagrams, etc., as requested.
6. Works with the Logistics Coordinator to ensure that the media briefing area at the JPIC is fully functional.
7. Semi-annually reviews and updates press kits at the JPIC.
8. Ensures that news announcements and biographies are distributed in the JPIC media briefing area.
9. Maintains a log of all news announcements, (Federal, State, County and Utility) distributed to the mass media from the JPIC and maintains a copy of each news announcement.
10. Ensures that microphones are turned on prior to each news briefing.
11. Compiles and issues a report to the Information Coordinator at the conclusion of the emergency.

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JOB GUIDELINES

TECHNICAL BRIEFER

1. Reports to the JPIC and signs the staffing board.
2. Attends all news briefings to obtain information on the current status of various plant systems.
3. Consults with the JPIC Technical Advisor as needed on questions and requests for information related to systems affected by an emergency.
4. Answers media questions between news briefings concerning descriptions of plant systems and operating characteristics of these systems.

NOTE:

INFORMATION GIVEN TO THE NEWS MEDIA IS LIMITED TO DESCRIPTIONS OF THE OPERATION OF PLANT SYSTEMS. SINCE THE DISCUSSION ON ACTUAL PLANT CONDITIONS AND ACTIONS BEING TAKEN TO ACHIEVE PLANT STABILITY IS THE RESPONSIBILITY OF THE CHIEF COMPANY SPOKESPERSON, THE TECHNICAL BRIEFER WILL NOT SPECULATE ON SUCH MATTERS OR POTENTIAL FUTURE EVENTS.

5. Explains plant systems by using the plant visual schematics that are available in the Media Presentation Room.
6. Serves as advisor to the JPIC Staff on any technical matter.

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JOB GUIDELINES

LOGISTICS COORDINATOR

1. Reports to the JPIC and signs the staffing board.
2. As necessary, call out additional personnel as follows:
 - Administrative Support (JPIC)
 - Engineering Communications Representative
 - Security Coordinator (JPIC)
3. Assures the timely delivery and set-up of all equipment and display material required for emergency response operation, including equipment that is stored at other locations.
4. Notifies Security Coordinator to initiate security measures at the JPIC properties.
5. Arranges for the accommodation of news trailers, and other media or corporate transportation equipment.
6. Assures the set-up of sufficient communications equipment at the JPIC.
7. Maintains supervision of all logistics during an emergency at the JPIC properties and acts as a liaison with the management of the JPIC.
8. Maintains a quarterly check and test of all JPIC equipment and reports any changes or problems to the Senior Nuclear Communications Representative.
9. Maintains up-to-date checklists and procedures for JPIC set-up and operation, revising quarterly. Also maintains current forms for JPIC use during emergency response.
10. Coordinates with the EOF Support Services Manager for JPIC clerical support and 24 hour staffing.
11. Coordinates synchronizing the JPIC clock with the EOF/TSC clocks.
12. Compiles and issues a report of all emergency response logistics to the JPIC Manager at the conclusion of the emergency.

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JOB GUIDELINES

SECURITY COORDINATOR

1. Reports to the JPIC and signs the staffing board.
2. Implements security requirements for JPIC.
3. Assures that security officers are stationed at proper locations as outlined in Attachment 4 of this procedure.
4. Assures that only individuals with proper credentials as outlined in the EPIO Emergency Preparedness Plan are admitted to the JPIC.
5. Contacts local or State law enforcement officials should their assistance be required.
6. Maintains a log of personnel entering and leaving the JPIC.
7. Compiles and issues a report to the Logistics Coordinator at the conclusion of the emergency.

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JOB GUIDELINES

ENGINEERING COMMUNICATIONS REPRESENTATIVE

1. Reports to the JPIC and signs the staffing board.
2. Provides technical expertise and resolves telecommunication problems associated with emergency response operations.
3. Assists with the set-up, operation, and maintenance of all telecommunications equipment, as required.
4. Coordinates operation and maintenance of the necessary telecommunications channels and equipment that is required between the JPIC and outside governmental facilities (i.e., PEMA, Harrisburg Office).
5. Assures the timely acquisition of additional emergency telecommunications engineering support personnel, if necessary.
6. Compiles and issues a report to the Logistics Coordinator at the conclusion of the emergency.

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JOB GUIDELINES

ADMINISTRATIVE SUPPORT

NOTE:

ONLY approved news announcements are to be available or given to the media.

1. Reports to the JPIC and signs the staffing board.
2. Operates-facsimile and copy equipment.
3. Requests necessary materials, resources, personnel from Logistics Coordinator to ensure the smooth flow of information within and from the JPIC.
4. Distributes Company news announcements to JPIC staff and external locations in accordance with Attachment 2.
5. Aid the State, County and NRC in distributing their news announcements at the JPIC.
6. Compiles and issues a report to the Logistics Coordinator at the conclusion of the emergency.

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NEWS ANNOUNCEMENT DISTRIBUTION FOR: JOINT PUBLIC INFORMATION CENTER

ATTACHMENT 2 (1 of 3)

NOTE:

ONLY approved news announcements are to be available or given to the media.

Distribution checklist for all news announcements issued by BVPS, state, county and federal agencies as a result of an emergency at BVPS.

News Announcement # _____

____ Revision received _____ Revision Distributed

____ Time received _____ Time Distributed

FAX**TO:**

_____	PR Newswire	888-568-0898
_____	EOF Nuclear Communications Staff	724-682-5994
_____	First Energy Corporate Communications	330-384-4539
_____	Beaver County EMA	724-775-1163
_____	Columbiana County EMA	330-424-9267
_____	Hancock County OES	304-564-4031
_____	Pennsylvania EMA	717-651-2021
_____	Ohio EMA	614-889-7183
_____	West Virginia OES	304-344-4538
_____	NRC (Region I, Public Affairs)	610-337-5241
_____	NRC (Washington D.C.)	301-415-2234
_____	INPO	770-644-8549
_____	Nuclear Energy Institute	202-739-8000

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NEWS ANNOUNCEMENT DISTRIBUTION FOR: JOINT PUBLIC INFORMATION CENTER

ATTACHMENT 2 (2 of 3)

NOTE:

ONLY approved news announcements are to be available or given to the media.

Distribution checklist for all news announcements issued by BVPS, state, county and federal agencies as a result of an emergency at BVPS.

News Announcement # _____

_____ Revision received _____ Revision Distributed
_____ Time received _____ Time Distributed

HAND CARRY TO:

- _____ Information Manager
- _____ Information Coordinator
- _____ Information Coordinator Assistant
- _____ Technical Advisor
- _____ Chief Company Spokesperson
- _____ Rumor Control Coordinator
- _____ Media Relations Coordinator
- _____ Media Monitoring Reps. (3)
- _____ Post in JPIC (1)
- _____ Copies For Reporters (as needed)
- _____ Technical Briefer
- _____ Emergency Management Contact Representatives (11)
 - _____ Pennsylvania Rep. (5)
 - _____ Ohio Rep. (3)
 - _____ West Virginia Rep. (3)

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NEWS ANNOUNCEMENT DISTRIBUTION FOR: JOINT PUBLIC INFORMATION CENTER

TELEPHONE CONTACTS

1. NRC REGION 1 PUBLIC AFFAIRS..... 610-337-5330
 General Office number 610-337-5000
 WASHINGTON D.C. PUBLIC AFFAIRS..... 310-415-8200
 Weekends 310-415-7000
2. PENNSYLVANIA EMERGENCY MANAGEMENT AGENCY
 General Number 717-651-2001
3. BEAVER COUNTY EMERGENCY MANAGEMENT AGENCY
 724-775-1049 or
 724-775-1700
 Public Information (Site Area or General Emergency)..... 724-775-0344
4. OHIO EMERGENCY MANAGEMENT AGENCY.....
 614-889-7153
 Public Affairs Officer 614-889-7000
5. COLUMBIANA COUNTY EMERGENCY MANAGMENT AGENCY
 330-424-9725 or
 330-424-7005
 Public Information (Site Area or General Emergency)..... 330-424-0861
6. WEST VIRGINIA OFFICE OF EMERGENCY SERVICES
 304-558-5380
7. HANCOCK COUNTY OFFICE OF EMERGENCY SERVICES
 304-564-4040
 or 4041
8. FIRST ENERGY CORPORATE
 Todd Schneider, Mgr., FENOC Communications 330-315-7290
 Pager 440-733-0728
 Home 330-659-6216
 Ralph J. DiNicola, FE Corporate Public Relations 330-384-5939
 Home 330-896-3380
 Fax 330-384-4539
 Corporate Communications On-Call
 Answering (Evenings and Weekends) 888-900-5200
9. INSTITUTE OF NUCLEAR POWER OPERATIONS (INPO)
 Communications Division..... 770-644-8216
 EP Command Center 1-800-321-0614
10. Nuclear Energy Institute (NEI) 202-739-8000
 Fax 202-785-4113
11. EDISON ELECTRIC INSTITUTE 24-hr. Press Hotline..... 800-424-8897
 General Switchboard 202-778-6400

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ATTACHMENT 3 (1 of 1)

RUMOR INQUIRY FORM JOINT PUBLIC INFORMATION CENTER

Rumor Received by: _____ Number: _____

Media Monitoring Rep.

Media Contact Reps. Other _____

Date: _____ Time Received: _____

Rumor Source: News Media Employee Public Other _____

Name of Source: _____

Affiliation, if any: _____

Nature of Rumor: _____

Person Recording Rumor: _____

Response: _____

Source of Response: _____

Information Mgr. (or designee)
Approval Signature: _____

Forward copy to: Rumor Control Coordinator. Information Coordinator.
 Media Monitoring Reps. Media Contact Reps.
 JPIC Mgr. Inform. Mgr.

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ATTACHMENT 4 (1 of 2)

SECURITY PROCEDURES

A. PURPOSE:

This procedure provides guidance for controlling access and maintaining order within the Joint Public Information Center (JPIC) in support of the BVPS Emergency Preparedness Plan.

B. SCOPE:

These procedures shall apply to all individuals, both employees and non-employees, who are present at the JPIC when that facility is operated in support of the BVPS Emergency Preparedness Plan.

C. PROCEDURES:

- 1.0 The Security Coordinator for the JPIC shall be directly responsible for implementing and enforcing these procedures when the JPIC is activated in support of the BVPS Emergency Preparedness Plan, as well as during appropriate periods immediately prior to such activation when these procedures are deemed necessary to establish and maintain order at the JPIC.
- 2.0 To assist the Security Coordinator in implementing and enforcing these procedures, if needed, security officers will be positioned at various locations to control access and to help maintain order. All personnel within the JPIC must adhere to these procedures, and must accept the authority of the security officers to restrict access in compliance with these procedures.
- 3.0 Disorderly persons shall be removed from the JPIC, if such action is necessary to maintain proper order, and the Security Coordinator shall establish liaison with local law enforcement agencies to provide appropriate support for this purpose.
- 4.0 Properly identified Beaver Valley Power Station employees will be allowed access to the JPIC as necessary for the performance of their duties, but all BVPS employees must wear their company ID cards in the chest area in a visible manner whenever they are inside the JPIC when these procedures are in effect. Any questions regarding employee access or the proper display of company ID cards should be referred to the Security Coordinator.

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SECURITY PROCEDURES

- 5.0 All non-employees must enter through the marked doors at the front (North side) of the JPIC, and must be logged-in at the appropriate registration desk after presenting proper credentials from the organizations they represent. Any non-employees without proper credentials must have their access authorized by an appropriate Beaver Valley Supervisor. Each non-employee will be issued one of the following types of access badges when he or she is logged-in, and must wear the badge in the chest area in a visible manner at all times while within the JPIC:
- a) News Media Representatives - pink cards
 - b) Governmental Representatives - blue cards
 - c) Visitors - white cards
- 6.0 Prior to departing the JPIC for any reason, all non-employees must return their access badges and be logged-out. Any lost access badges must be reported to the Security Coordinator as soon as the loss is noticed.
- 7.0 Certain non-employees may be authorized limited access to the JPIC loading dock and adjacent Lunch Room for logistical purposes (i.e., delivery and removal of food, supplies, trash, etc.), without being logged-in or issued access badges, but such access must be specifically authorized by the Security Coordinator. A security officer or other designated representative of the Security Coordinator must accompany such persons at all times while they are within the JPIC. Under no circumstances will such persons be admitted to any areas of the JPIC other than the loading dock and adjacent Lunch Room.
- 8.0 If the Alternate EOF is activated, Alternate EOF personnel will enter the JPIC Building per EPP/IP 1.6, Attachment 2. BVPS Security will send a representative to be stationed inside the JPIC Building, but outside the Alternate EOF door. BVPS Security will control access to the Alternate EOF.

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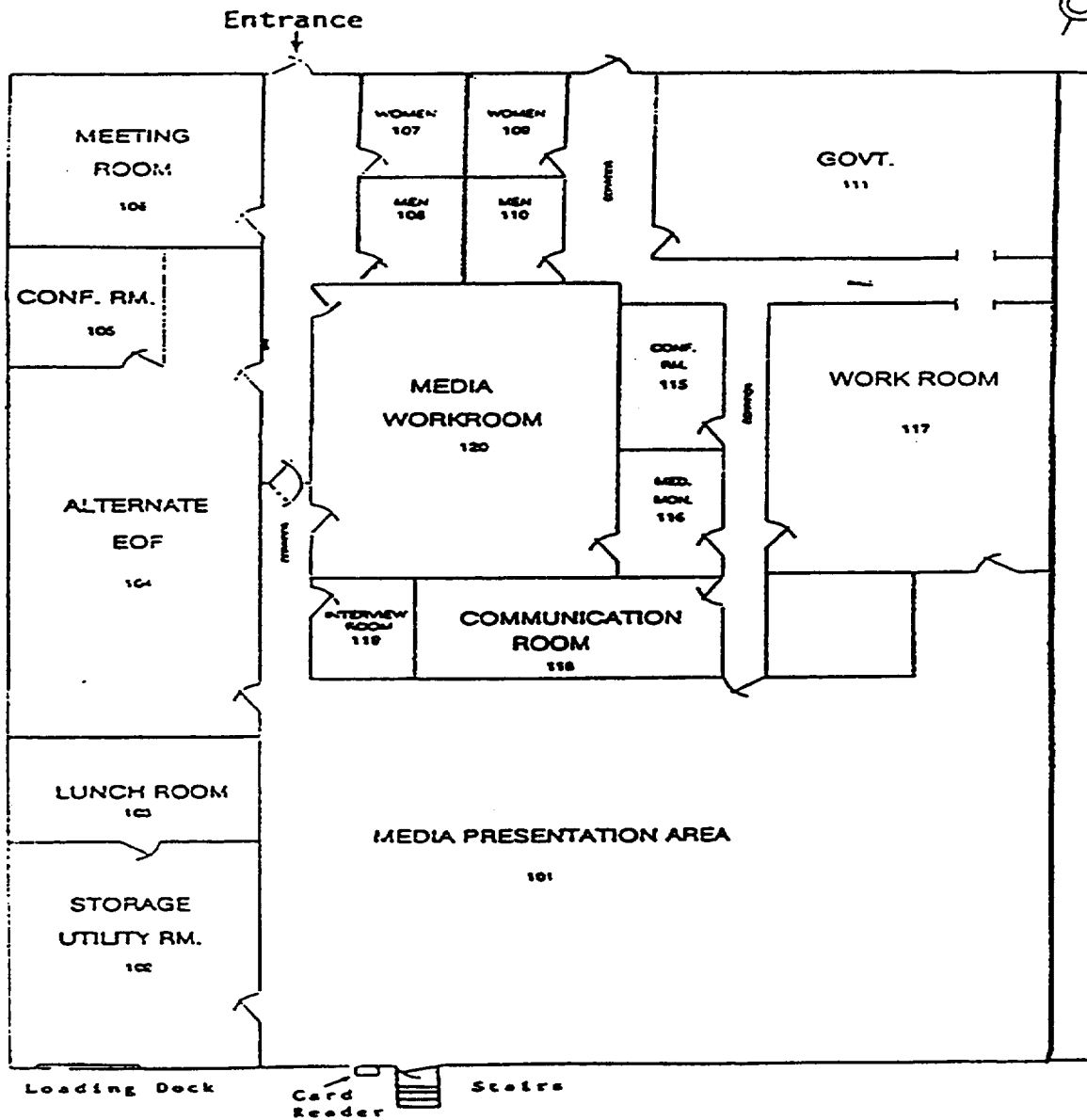
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JPIC FLOOR PLANS



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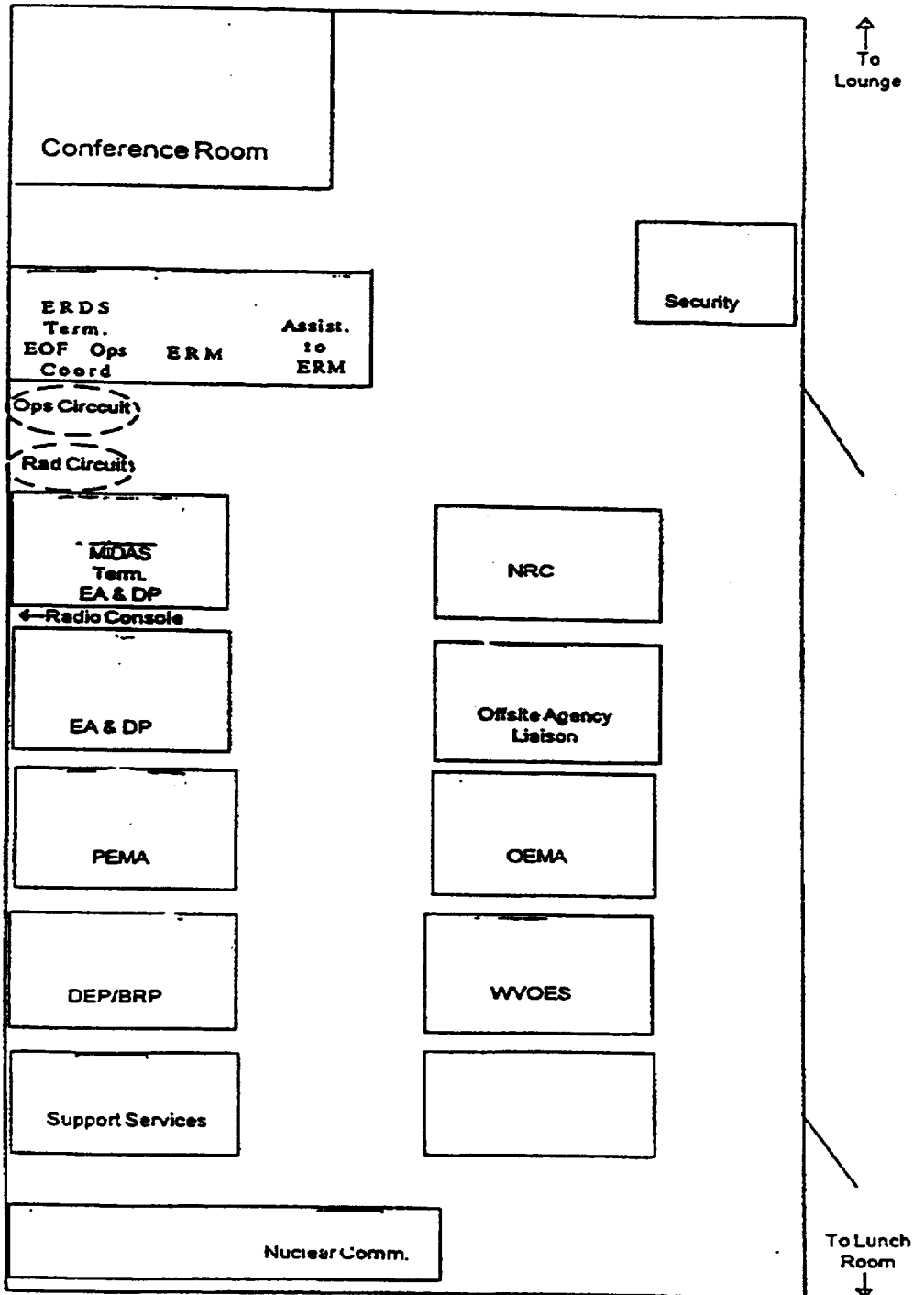
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JPIC AEOF



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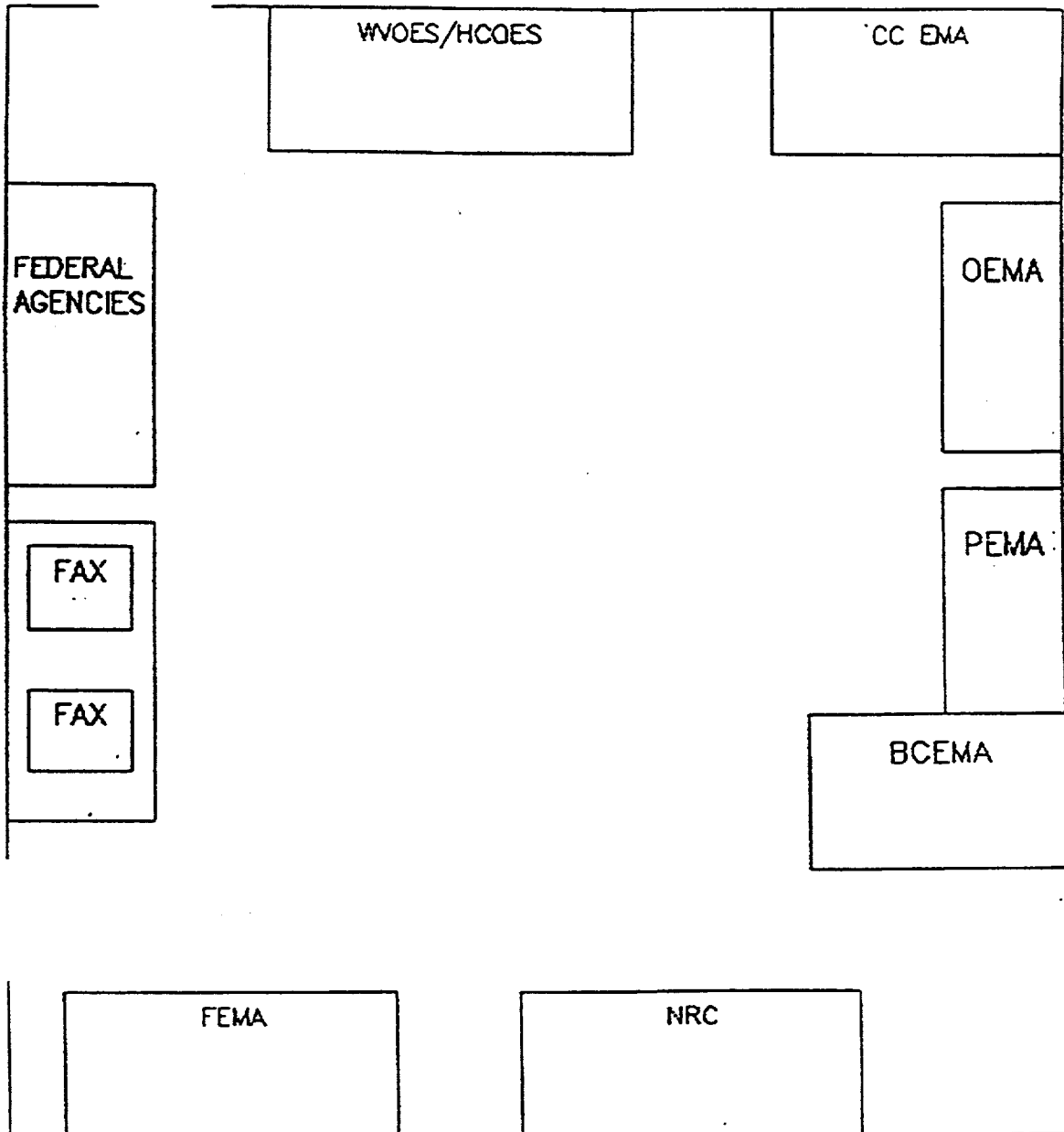
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JPIC GOVERNMENT ROOM



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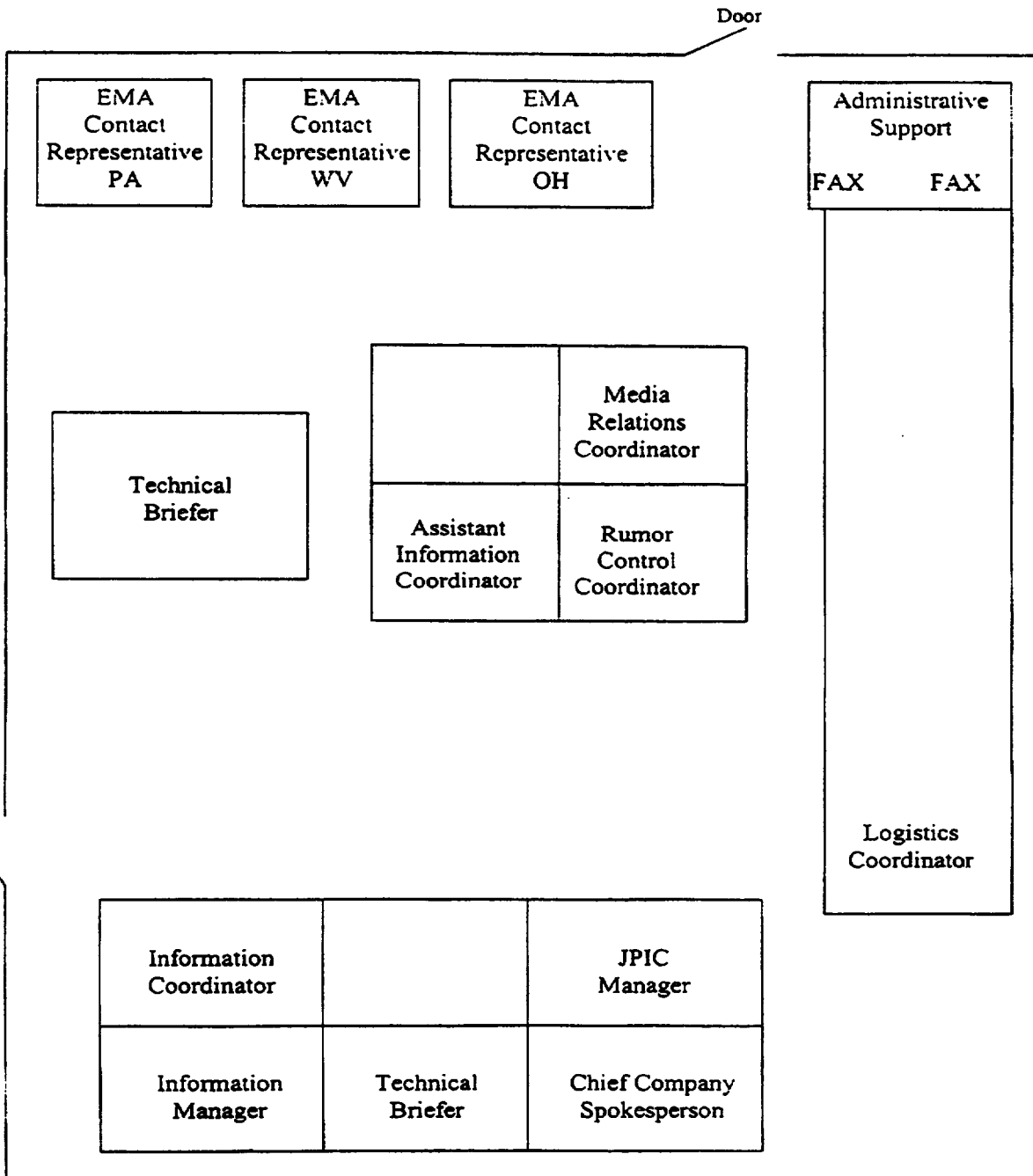
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JPIC WORK ROOM



Door

EMA
Contact
Representative
PA

EMA
Contact
Representative
WV

EMA
Contact
Representative
OH

Administrative
Support
FAX FAX

Technical
Briefer

	Media Relations Coordinator
Assistant Information Coordinator	Rumor Control Coordinator

Logistics
Coordinator

Information Coordinator		JPIC Manager
Information Manager	Technical Briefer	Chief Company Spokesperson

Door

Beaver Valley Power Station

Procedure Number:
EPP/IP 9.4

Title:
ACTIVATION, OPERATION AND DEACTIVATION OF THE
JOINT PUBLIC INFORMATION CENTER (JPIC)

Unit: 1/2	Level Of Use: General Skill Reference
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ATTACHMENT 6 (1 of 2)

JPIC NEWS BRIEFING SUMMARY SHEET

Beaver Valley Unit No. 1 Unit No. 2 (Check one)

Date: _____ Time: _____ News Briefing Number: _____

Chief Company Spokesperson: _____

Event Classification: _____ Category: _____

Time Declared: _____

Cause: _____

Radiation Being Released? Yes No

Refer all questions regarding offsite radiation readings to respective
County/State Emergency Operations Center.

Injured Person: Name: _____ Time of Injury: _____

Injury: _____

Where: _____

Present Condition: _____

Why Occurred: _____

Where is Injured Taken _____

Significant Plant Equipment Failure: _____

What/When/Why _____

Significant Noteworthy Item: _____

Rumor Control Coordinator Preparer: _____

JPIC Information manager Approval: _____

Beaver Valley Power Station		Procedure Number: EPP/IP 9.4	
Title: ACTIVATION, OPERATION AND DEACTIVATION OF THE JOINT PUBLIC INFORMATION CENTER (JPIC)	Unit: 1/2	Level Of Use: General Skill Reference	
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ATTACHMENT 6 (2 of 2)

JPIC RUMOR CONTROL COORDINATOR FORM

- This form is to be used by the JPIC Rumor Control Coordinator to document major or significant new information being provided by the JPIC Chief Company Spokesperson or JPIC Manager during a JPIC News Briefing that has changed since the last JPIC News Briefing. This information will be provided to the JPIC Media Contact Representative at the conclusion of a JPIC News Briefing for their use in disseminating event information over the telephones.
- The information needs to be **ACCURATE** and **CONCISE**. If you are unsure of the information, either confirm the information or omit the information.
- Only fill out the applicable information. Don't include information, which you would not expect to see in a News Announcement.
- This information is a secondary method to the written News Announcements as the way that Media Contact Representatives obtain information to be released over the telephones. This information may provide early summary notification to Media Contact Representatives before the issue is available on a written News Announcement. The written News Announcements will normally provide the details or additional extent of condition information on issues for the Media Contact Representatives to use.

NOTE: This is not intended to be a substitute for the News Release Information, just an early warning of significant changes which you should see coming in a future News Announcement.

- Information should never be supplied to the Media Contact Representatives for their use over a telephone **UNTIL AFTER** it has been released via a written News Announcement or via a JPIC News Briefing.
- Any questions on this form or on the information to be supplied with this form should be brought to the JPIC Manager or JPIC Information Manager.