



Nuclear

PUBLIC INFORMATION ORGANIZATION ACTIVATION AND OPERATIONS

1. PURPOSE

- 1.1 The purpose of this attachment is to assist initial responders in activating the Joint Public Information Center (JPIC).

2. TERMS AND DEFINITIONS

- 2.1 The following is a list of the JPIC's identified for each respective station:

- **Mazon, IL JPIC***: Braidwood, Dresden and LaSalle Stations
- **Morrison, IL JPIC***: Byron and Quad Cities Stations
- **Bloomington, IL JPIC***: Clinton Station

* Emergency News Center (ENC) functions, described in EP-AA-112-601, are co-located with the common MWROG Emergency Operations Facility (EOF) in Warrenville, IL.

- **Coatesville, PA JPIC[#]**: Limerick and Peach Bottom Stations (The JPIC shares a common facility with the Emergency Operations Facility.)

[#] Coatesville JPIC shares a common facility with the EOF. Therefore, ENC functions are performed at the JPIC instead of at a separate ENC.

3. RESPONSIBILITIES

None

4. MAIN BODY

4.1 JPIC Activation

- 4.1.1 **ACTIVATE** the JPIC using the applicable checklist contained in Attachments 1 thru 3.

1. **REFER** to Attachment 1 for instructions on the activation of the Mazon and Morrison JPICs.

2. **REFER** to Attachment 2 for instructions on the activation of the Bloomington JPIC.
3. **REFER** to Attachment 3 for instructions on the activation / deactivation of the Coatesville JPIC.

4.2 ENC / JPIC Operation

- 4.2.1 **ASSUME** the positions of the Emergency Public Information Organization.
- 4.2.2 **INITIATE** the appropriate Emergency Plan activities using the EOF position specific checklists in the following procedures:

Mid-Atlantic ROG

Since the EOF and JPIC are co-located at the Coatesville facility, the actions of the Technical and Radiation Protection Spokespersons will be performed by the Technical and Radiological Advisors respectively. The Public Information Liaison position is also not required to facilitate interface between ENC and JPIC locations, and therefore, will not be staffed.

EP-AA-112-601, "Emergency News Center (ENC) Operations"

- Attachment 1, Public Information Director Checklist
- Attachment 2, Technical Advisor Checklist
- Attachment 3, Radiological Advisor Checklist
- Attachment 4, Events Recorder Checklist
- Attachment 5, Media Monitoring Checklist
- Attachment 6, Rumor Control Checklist
- Attachment 7, News Writer Checklist

EP-AA-112-602, "Joint Public Information Center Operations"

- Attachment 1, JPIC Access Controller Checklist
- Attachment 2, Corporate Spokesperson Checklist
- Attachment 3, JPIC Director Checklist
- Attachment 4, Public Information Liaison Checklist (MWROG)
- Attachment 5, JPIC Administrative Coordinator Checklist
- Attachment 6, JPIC Coordinator Checklist
- Attachment 7, Technical Spokesperson Checklist (MWROG)
- Attachment 8, Radiation Protection Spokesperson Checklist (MWROG)

5. **DOCUMENTATION**

None

6. **REFERENCES**

None

7. **ATTACHMENTS**

7.1 Attachment 1, Mazon / Morrison JPIC Activation

7.2 Attachment 2, Bloomington JPIC Activation

7.3 Attachment 3, Coatesville JPIC Activation / Deactivation

ATTACHMENT 1

MAZON JPIC / MORRISON JPIC ACTIVATION

Page 1 of 2

**Mazon JPIC: Braidwood / Dresden / LaSalle
Morrison JPIC: Byron / Quad Cities**

1. **TURN ON** the lights.

NOTE: Securing the facility and establishing access control takes precedence over the remaining steps.

2. **VERIFY** that the telecopiers are turned on and display the correct time and date.

3. **VERIFY** all clocks display the correct time.

4. **VERIFY** that the copier is on.

5. **ACTIVATE** the audio system:

NOTE: **TURN ON** the system power switch. There is a rack of audio-visual equipment inside the EMC below the monitor.

6. **ENSURE** that the position specific procedure books are available.

7. **DIRECT** responders upon entry to sign in and retrieve their position specific book.

8. **START** all the computers.

– **LOGON** to the computers using the instructions found on the mouse pad.

– **CONTACT** Information Technology for problems with the computers.

9. **CONTACT** United Building Services listed in the ERF Telephone Directory for any facility related problems (i.e. HVAC, electrical, cleaning, etc).

10. **VERIFY** completion of actions listed under Table 1-1, JPIC Activation Checklist (Mazon / Morrison JPICs)

ATTACHMENT 1
MAZON JPIC / MORRISON JPIC ACTIVATION

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Table 1-1

JPIC Activation Checklist

Page 1 of 1

FACILITY

OK?

- Heating / Ventilation (Air Conditioning)..... _____
- Lighting..... _____
- Furnishings..... _____
- Overall Appearance..... _____

EQUIPMENT

- Audio system..... _____
- VCR / Monitor..... _____

RESOURCES

- Wall diagrams (proper station?) _____

JPIC READY FOR ACTIVATION Date: _____ Time: _____

JPIC COORDINATOR _____

ATTACHMENT 2
BLOOMINGTON JPIC ACTIVATION

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Bloomington JPIC: Clinton

1. **CONTACT** Armory personnel to open doors to the JPIC room and to the State Room.
 - **REFER** to Figure 2-1 for layout.
2. **GO** under the stage (door combination lock number 26-32-38) and **OPEN** cabinets (cabinet key located in magnetic lock box on back of left cabinet).
 - a. **OBTAIN** signs, located in cabinets under the stage and **POST** in visible areas.
3. **SET UP** the access control point at the JPIC entrance.
4. **SET UP** the Exelon Work area using Figure 2-2:
 - a. **OBTAIN** a cart from the gym area and **TRANSPORT** the phones, fax machines, laptop computers, printers and other equipment needed for the JPIC Room.
 - b. **TURN ON** the equipment on to verify it is functional.
 - c. **ENSURE** all phones are tested for the correct phone number.
 - d. **TEST** all fax machines.
 - e. **PLACE** procedure books on the applicable tables.
 - f. **PLACE** nameplate identifiers on the appropriate tables using a layout of the room.
5. **SET UP** the Government Agency Room using Figure 2-3:
 - a. **PLACE** the necessary equipment on the cart and transport to the Government Agency Room.
 - b. **TURN ON** equipment to verify it is functional.
 - c. **ENSURE** all phones are tested for the correct phone number.
 - d. **TEST** all fax machines.

ATTACHMENT 2

BLOOMINGTON JPIC ACTIVATION

Page 2 of 6

6. **SET UP** the stage area using Figure 2-4:
 - a. **OBTAIN** three (3) tables and twelve (12) chairs from the cafeteria and **SET UP** on the stage.
 - b. **OBTAIN** the microphones, amplifiers, video camera and other equipment needed for the stage.
 - c. **TURN ON** equipment to verify it is working.
 - d. **ENSURE** media phones are tested for the correct phone number.

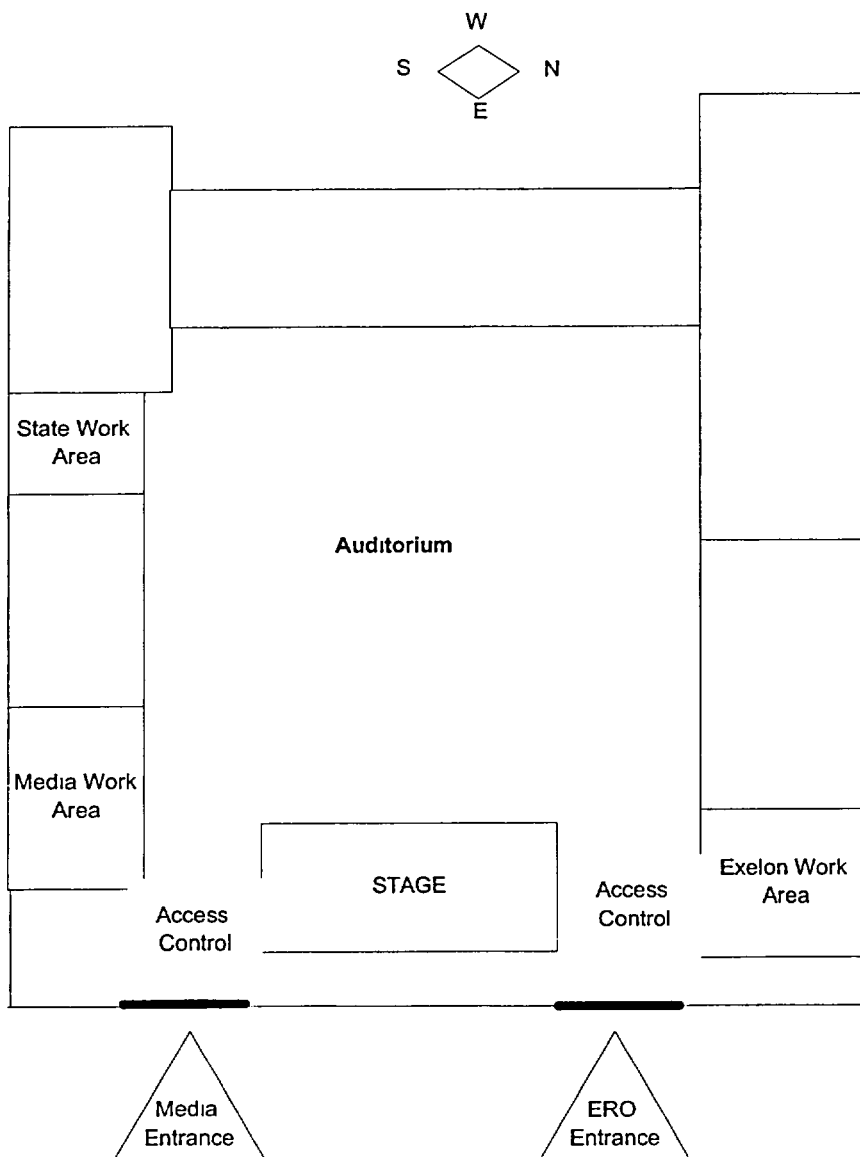
ATTACHMENT 2

BLOOMINGTON JPIC ACTIVATION

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Figure 2-1

BLOOMINGTON JPIC AREA LAYOUT (Clinton Station)



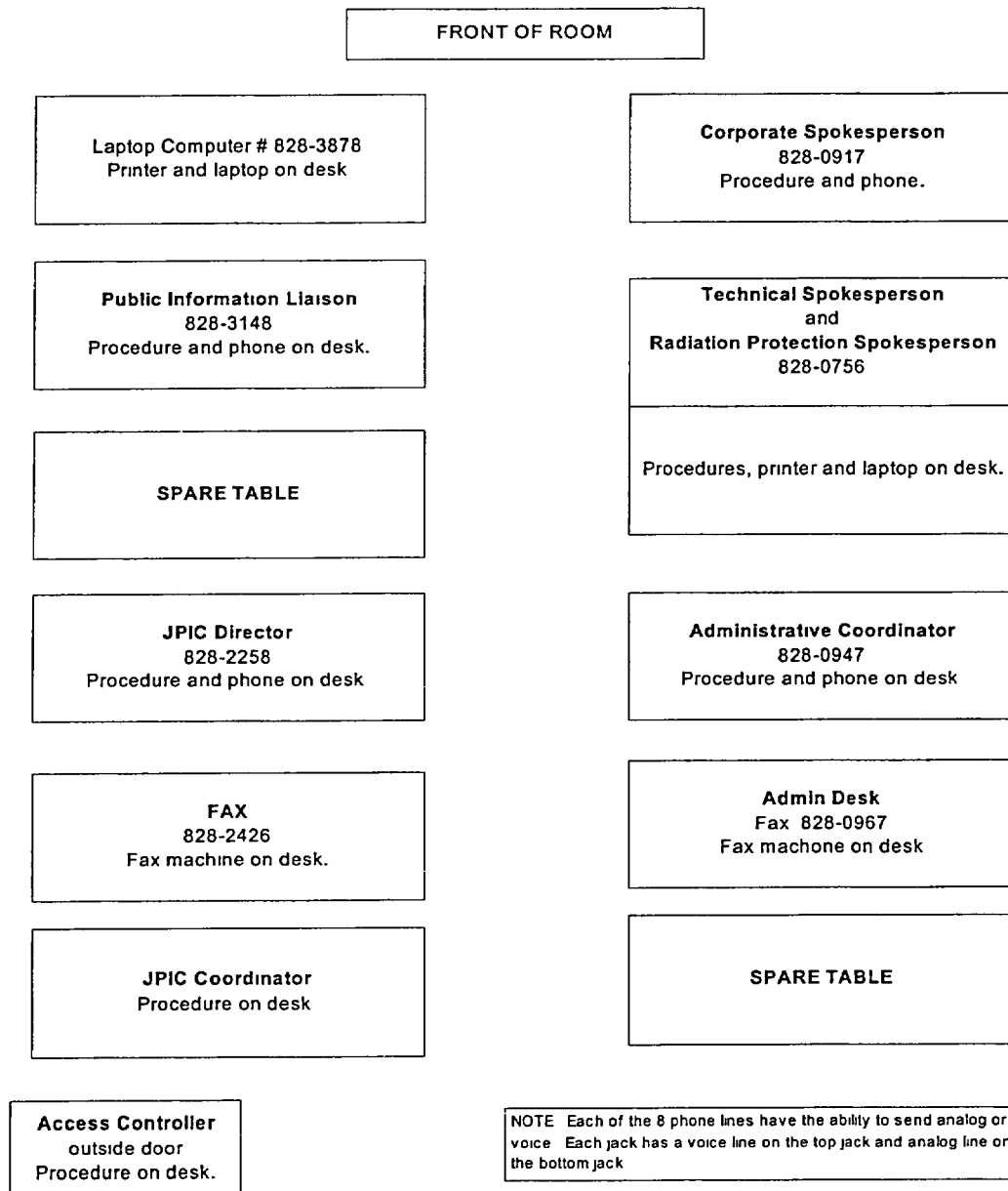
ATTACHMENT 2

BLOOMINGTON JPIC ACTIVATION

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Figure 2-2

BLOOMINGTON JPIC – EXELON WORK AREA (Clinton Station)



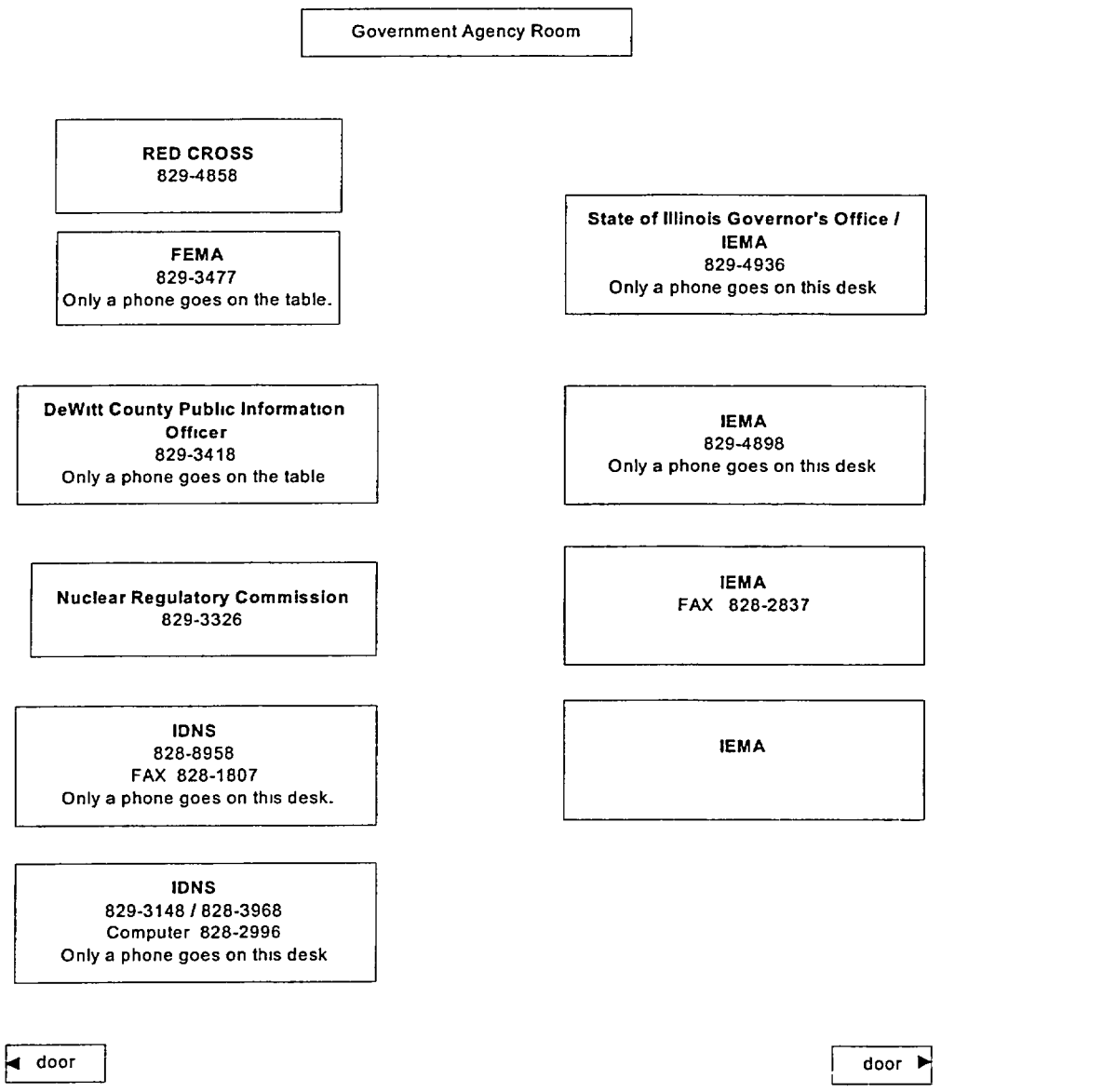
ATTACHMENT 2

BLOOMINGTON JPIC ACTIVATION

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Figure 2-3

BLOOMINGTON JPIC – GOVERNMENT AGENCY ROOM (Clinton Station)



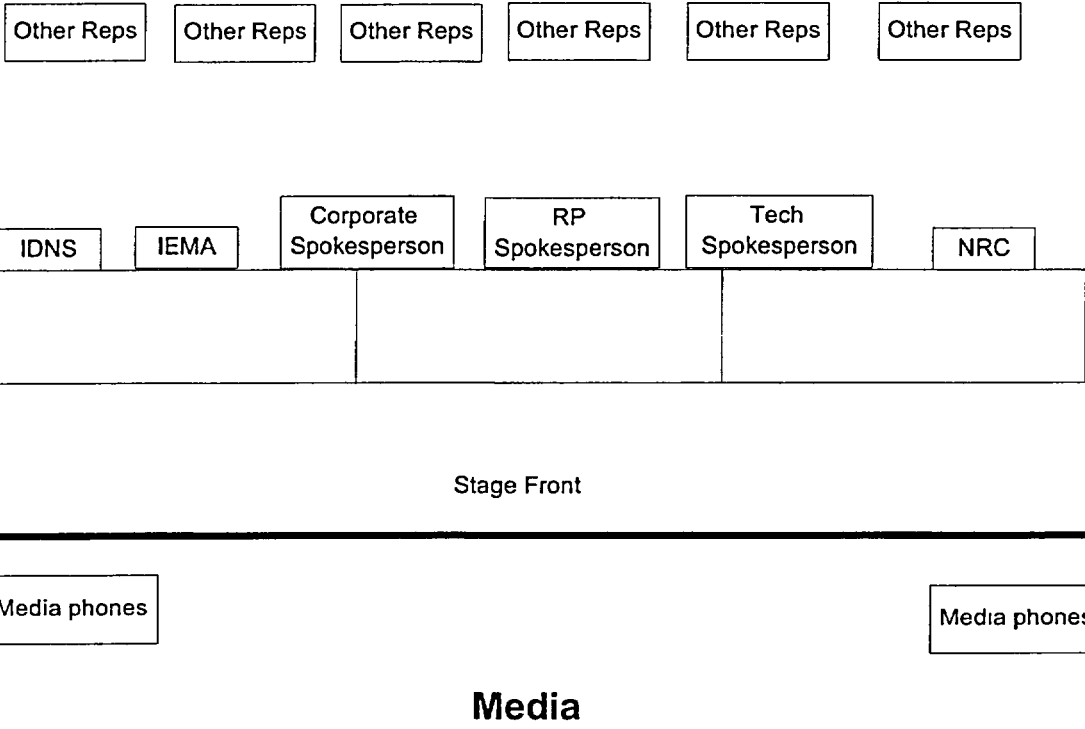
ATTACHMENT 2
BLOOMINGTON JPIC ACTIVATION

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Figure 2-4

BLOOMINGTON JPIC – STAGE AREA (Clinton Station)

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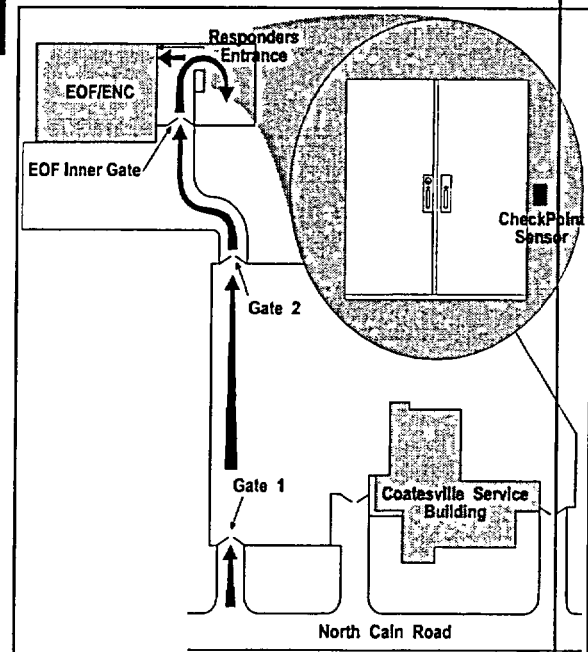
ATTACHMENT 3

COATESVILLE JPIC ACTIVATION

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Coatesville JPIC: Limerick / Peach Bottom

1. **OPEN** combination locks on the North Caln Road and the Responder's Lot gates using "7326" as the numbers to be rotated into place (7326 = PECO on a telephone keypad).
2. **OPEN** the EOF responder's door by holding your Company ID close to the card reader mounted to the right of the back entrance doors (look for the four red LEDs).
3. After you hear the lock solenoid click, **immediately ENTER** through the right door.
4. **LOCATE** the security system panel, which is mounted to the left of the fire alarm by the back entrance. **DISARM** it by moving your PECO ID close to the card reader.
 - a. When disarmed, the security panel will display "NOT READY TO ARM".
 - b. If the system is not disarmed within 30 seconds, then **CALL** Dispatch at 215-841-5292 and **EXPLAIN** that the security system did not clear and that they need **NOT** call the police.
5. **LOCATE** the silver key box that is mounted to the left of the badge board and above the security system panel unit. **RETRIEVE** the EOF/ENC facility master key from it by pressing in sequence the buttons: "7326".
6. **SECURE** the EOF / JPIC per the applicable First Responder Checklist (Table 2-1 or 2-2 of EP-AA-112-400, Attachment 2), located next to the eyewash station.
7. **CONTROL** JPIC access using EP Aid 28 (Approved Access List), EP Aid 34 (EOF/JPIC Sign-In Sheets) and Step 2.1 of EP-AA-112-400, Attachment 2 until relieved by Facility Security personnel.
8. **PERFORM** the actions listed in Table 3-1 to assist with JPIC set-up.
9. **PERFORM** the actions listed in Table 3-3 to assist with JPIC deactivation.



ATTACHMENT 3
COATESVILLE JPIC ACTIVATION

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Table 3-1

COATESVILLE JPIC ACTIVATION CHECKLIST

Page 1 of 1

If any item on this checklist cannot be completed in a timely manner, then **NOTE** item below as an exception and **DELIVER** completed checklist to the JPIC Coordinator.

INITIALS

- _____ 1. **ENSURE** that the building alarm has been disarmed.
- _____ 2. **UNLOCK** every door in the ENC including the Media Monitoring Room.
- _____ 3. **VERIFY** that lights and ventilation system are operating acceptably.
- _____ 4. **VERIFY** that Security is stationed and controlling access to the JPIC.
- _____ 5. **SET UP** the Auditorium and Media Monitoring work area, if necessary, using Figure 3-1.
- _____ 6. **CHECK** all governmental phones for dial tone and **REPORT** any deficiencies to the JPIC Coordinator or Administrative Coordinator.
- _____ 7. **ACTIVATE** and **ENERGIZE** emergency equipment (computers, printers, copier, etc.)
- _____ 8. **VERIFY** that actions have been completed or are in progress to **SET UP** and **TEST** audio / sound system for the JPIC Rooms and Auditorium per the Audio/Visual Set Up instructions (Table 3-2)

JPIC Activation Checklist Completed by:

Print Name / Signature: _____ / _____

Date Completed: _____ Time Completed: _____ a.m./p.m.

ATTACHMENT 3**COATESVILLE JPIC ACTIVATION**

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Table 3-2

COATESVILLE JPIC ACTIVATION CHECKLIST

Page 1 of 1

AUDIO / VISUAL SET UP INSTRUCTIONS**INITIALS**

- _____ 1. **GET** key from JPIC access box in Admin. Room
- _____ 2. **GET** headset and **TURN ON** headset amps in Control Center
- _____ 3. **GO** to booth and **TURN ON** main amp switch (red) and all amps, including those for lapel and hand-held microphones
- _____ 4. **SOUND CHECK** two lapel microphones (in Auditorium and each JPIC room); **REPLACE** batteries if needed
- _____ 5. **GIVE** microphones to Corporate Spokesperson(s)
- _____ 6. **SOUND CHECK** hand microphone in Auditorium and **PLACE** on podium table
- _____ 7. **HOOK UP** table microphone on Spokesperson Table and **PLACE** laser pointer on podium
- _____ 8. **CONNECT** multi-box, if needed
- _____ 9. **SET UP** slide projector and **CHECK** with JPIC Coordinator for slides
- _____ 10. **SET UP** video projector, using appropriate photo (PBAPS, LGS, etc.)
- _____ 11. **TURN ON** stage lighting (in circuit breaker panel)
- _____ 12. **TURN ON** TV's and VCR's, **SET** to Channels 3, 6, 10 & CNN, and **GET** tapes for recording if necessary
- _____ 13. **TURN ON** podium camera, TV and VCR (**RECORD** only on the press conference portions)

For Satellite Link:

- Call will come in on Ext. 3966 for voice connection
- When ready to connect call to amps, **PRESS** "CONNECT" on People Link
- **PRIVACY** button will mute outgoing but not incoming
- **ADJUST** pots under TRANSMIT and RECEIVE for levels to avoid red light (overload)
- **SELECT** satellite and channel given by technician at Harrisburg, PA

Completed by:

ATTACHMENT 3
COATESVILLE JPIC ACTIVATION

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Table 3-3

COATESVILLE JPIC DEACTIVATION CHECKLIST
Page 1 of 1

INITIALS

- _____ 1. **DEACTIVATE, DE-ENERGIZE** and/or **STOW** in proper location all emergency equipment (i.e., computers, printers, data links, radios, phones, etc.)
- _____ 2. **ERASE** and **CLEAN** sign-in boards
- _____ 3. **COLLATE** all logs, forms and documents pertaining to the emergency and **PROVIDE** to Exelon Generation Communications & Public Affairs staff
- _____ 4. **RETURN** all unused consumables to the appropriate storage areas, and **REPLACE** any used consumables
- _____ 5. **CLEAN OFF** all desks and **REPLACE** chairs to their pre-activation locations
- _____ 6. **PLACE** ventilation system in Standby Mode and **TURN OFF** lights
- _____ 7. **RECORD** any defective or missing equipment, or other similar items (if none, so state):
- _____ 8. **ENSURE** all personnel have exited the facility or turnover to an Emergency Preparedness staff member
- _____ 9. **RETURN** any keys to to an Emergency Preparedness staff member, who will activate EOF/JPIC alarm system upon exiting

JPIC Deactivation Checklist Completed by: (JPIC Coordinator)

Print Name / Signature: _____ / _____

Date Completed: _____ Time Completed: _____ a.m./p.m.

ATTACHMENT 3

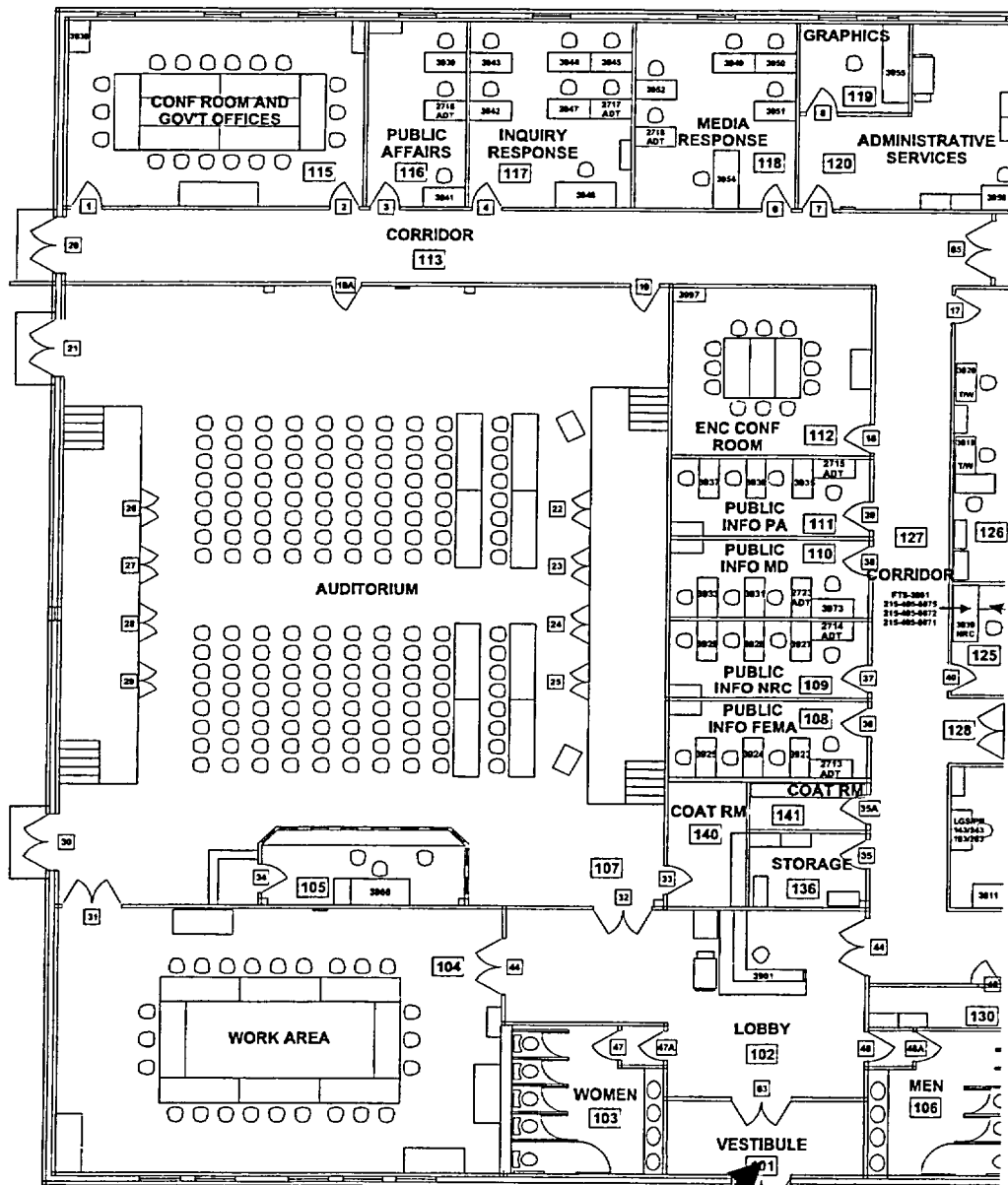
COATESVILLE JPIC ACTIVATION

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Figure 3-1: COATESVILLE FACILITY LAYOUT

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**Emergency Operations Facility
(North Half) |**



MEDIA ENTRANCE

ATTACHMENT 3

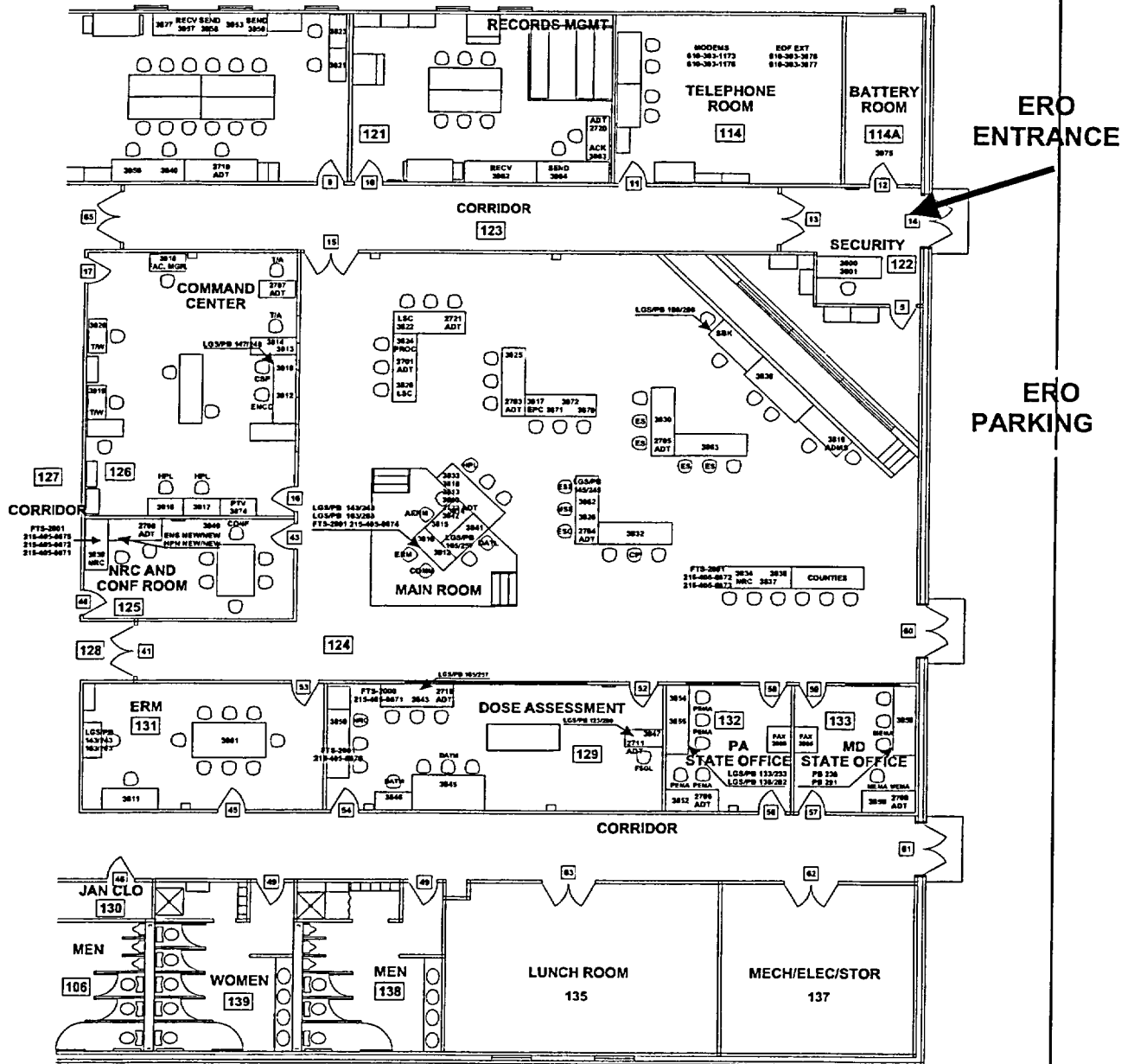
COATESVILLE JPIC ACTIVATION

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Figure 3-1 COATESVILLE FACILITY LAYOUT

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**Emergency Operations Facility
(South Half)**



EMERGENCY NEWS CENTER (ENC) OPERATIONS

1. **PURPOSE**

1.1 This procedure describes the responsibilities and actions of the Emergency News Center (ENC) function, which consists of the following positions reporting to the Public Information Director:

- Technical Advisor*
- Radiological Advisor*
- Events Recorder
- Media Monitoring Staff
- Rumor Control Staff
- News Writer

1.2 When the Shift Manager decides that a situation warrants activation of the Joint Public Information Center (JPIC) under the Emergency Plan, this procedure becomes applicable.

2. **TERMS AND DEFINITIONS**

Mid-West ROG / Cantera

Emergency News Center (ENC) functions are co-located with the common MWROG Emergency Operations Facility (EOF) in Warrenville, IL. As such, the ENC is physically separated from the Joint Public Information Center (JPIC).

Mid-Atlantic ROG / Coatesville

The Coatesville JPIC shares a common facility with the EOF. Therefore, ENC functions are performed at the JPIC instead of at a separate ENC.

** Since the ENC shares a common facility with the JPIC, the Technical and Radiological Advisors may also perform the duties of the Technical and Radiation Protection Spokesperson positions.*

3. **RESPONSIBILITIES**

- 3.1 The *Public Information Director* is responsible for providing the Corporate Emergency Director with an overview of the public and media impacts resulting from the Exelon Nuclear and governmental activities and coordinating with the Corporate Spokesperson to provide information to the media.
- 3.2 The *Technical Advisor* gathers pertinent plant operating data from EOF sources during the event for use by ENC personnel. The information includes plant status data and in particular, developments affecting plant safety systems and reactor integrity.
- 3.3 The *Radiological Advisor* gathers pertinent radiological data from EOF sources during the event for use by ENC personnel. The information includes plant status data and in particular, data involving any radiological releases into the environment. The Radiological Advisor serves as a support individual for the Radiation Protection Spokesperson, the News Writer, and the ENC Recorder.
- 3.4 The *Events Recorder* maintains the Chronological Event Description Log that is provided to the media at the JPIC.
- 3.5 The *Media Monitoring Staff* is responsible for monitoring and reviewing media coverage of an emergency event. The Media Monitor is also the initial point of contact for media inquiries.
- 3.6 The *Rumor Control Staff* is responsible for monitoring and reviewing rumors during an emergency event. The Rumor Control Monitor ensures that rumors are documented, reviewed, and responded to as deemed appropriate.
- 3.7 The *News Writer* writes press releases that will be provided to the media

4. **MAIN BODY**

- 4.1 **INITIATE** the appropriate Emergency Plan activities using the position specific checklist listed in Attachments 1 thru 7.

5. **DOCUMENTATION**

None

6. **REFERENCES**

None

7. **ATTACHMENTS**

7.1 Attachment 1, Public Information Director Checklist

7.2 Attachment 2, Technical Advisor Checklist

7.3 Attachment 3, Radiological Advisor Checklist

7.4 Attachment 4, Events Recorder Checklist

7.5 Attachment 5, Media Monitor Checklist

7.6 Attachment 6, Rumor Control Checklist

7.7 Attachment 7, News Writer Checklist

ATTACHMENT 1
PUBLIC INFORMATION DIRECTOR CHECKLIST
Page 1 of 4

The Public Information Director is responsible for providing the Corporate Emergency Director with an overview of the public and media impacts resulting from the Exelon Nuclear and governmental activities and coordinating with the Corporate Spokesperson to provide information to the media.

Section 1, Initial Actions

Section 2, Ongoing Actions

NOTE: Steps in this checklist may be performed in an order other than listed or they may be omitted if not applicable.

1. INITIAL ACTIONS

- 1.1 **SIGN** in on the Organization Board.
- 1.2 **INITIATE** a position log documenting significant actions performed and communications related to your position.
- 1.3 **REPORT** your arrival to the Corporate Spokesperson and **OBTAIN** a summary of the information previously provided by Exelon Nuclear, Federal, State and local agency representatives to the media and to the public from the Nuclear Duty Officer and Exelon Nuclear Communications.
- 1.4 **CONTACT** the Corporate Emergency Director and **OBTAIN** an initial briefing of the current plant and environmental status.
- 1.5 **ENSURE** that adequate staffing is available to support Emergency News Center (ENC) functions:
- Technical Advisor:
- Radiological Advisor:
- News Writer:
- Events Recorder: Rumor Control Staff:
- Media Monitoring Staff:
- 1.5.1 **If** additional staff is required, **then INSTRUCT** the Administrative Coordinator to call out additional personnel per the ERO Telephone Directory, and/or **REQUEST** the Corporate Emergency Director to temporarily approve the use of other Exelon personnel until trained personnel can be located.

ATTACHMENT 1
PUBLIC INFORMATION DIRECTOR CHECKLIST
Page 2 of 4

Mid-West ROG only

1.6	<input type="checkbox"/>	ESTABLISH contact with the Corporate Spokesperson and MAINTAIN an open line with the JPIC.
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1.7 **CONFER** with the Corporate Spokesperson and the other ENC personnel to formulate an action plan to obtain and disseminate information.

1.8 **SUPERVISE** the activities of the ENC staff in support of the JPIC.

1.8.1 **MAINTAIN** cognizance of plant and environmental conditions.

1.8.2 **COORDINATE** the content, format and timeliness of written news information with the Corporate Spokesperson.

1.8.3 **COORDINATE** the review of media coverage of the event.

1.9 **CONFER** with the Corporate Spokesperson regarding when the JPIC will be activated and **REQUEST** that a Press Release be issued for JPIC activation.

1.10 **INFORM** the Corporate Emergency Director when JPIC is activated.

2. ONGOING ACTIONS

2.1 **OBTAIN** frequent updates from the Corporate Emergency Director to maintain cognizance of plant and environmental conditions and actions taken by Exelon Nuclear and governmental support personnel.

1. **ATTEND** and **PARTICIPATE** in meetings and updates held by the Corporate Emergency Director.

2. **CONSIDER** the following items to be included in the periodic briefings:

- Press releases issued
- Extent of media coverage
- Briefings and information provided to Exelon Nuclear executives.

2.2 **INFORM** the media when the JPIC is activated.

ATTACHMENT 1
PUBLIC INFORMATION DIRECTOR CHECKLIST
Page 3 of 4

Mid-West ROG only

- 2.3 **FUNCTION** as a liaison between the Emergency Response Organization (ERO) and Exelon Nuclear corporate executives.
- 2.4 **INTERFACE** with the Corporate Spokesperson and JPIC Director:
1. **PROVIDE** an overview of public and media impact resulting from the decisions made by Exelon Nuclear and governmental activities.
 2. **COORDINATE** the issuance of all press releases and Chronological Event Description Logs.
 3. **UPDATE** on changes in plant, environmental and radiological conditions.
- 2.5 **ENSURE** that the Corporate Emergency Director reviews press releases for technical accuracy and is aware of press conferences, and the coverage being provided by the various media sources.
- 2.6 **ENSURE** that information is provided to the Corporate Spokesperson and JPIC staff in response to media inquiries.
- 2.7 **INTERFACE** with the JPIC Director the content, format and timeliness of the press releases and Chronological Event Description Logs to be provided by Exelon Nuclear to the news media and to the public.
1. **DIRECT** the News Writer and Events Recorder, with the assistance of the Technical and Radiological Advisors to assist with the following:
 - A. The Events Recorder with maintaining accurate and timely Chronological Event Description Logs.
 - B. The News Writer in preparing Press Releases as required.
 2. **PROVIDE** news releases and Chronological Events Description Log to the Corporate Emergency Director for review of the technical content prior to approval.
- 2.8 **APPROVE** Press Releases prior to dissemination to the media.
1. **INSTRUCT** the News Writer to indicate the approval of the Press Release by entering the Corporate Spokesperson's name on the "Approved By" line of the Press Release.

ATTACHMENT 1
PUBLIC INFORMATION DIRECTOR CHECKLIST
Page 4 of 4

2. **AUTHORIZE** the issuance of press releases and Chronological Event Logs.
 3. **ENSURE** that the JPIC/ENC is aware of the approval of a press release.
- 2.9 **COORDINATE** with Federal, State and Local agencies, as well as with other organizations involved in the emergency response, to maintain factual consistency of information to be conveyed to the news media/public.
1. **REQUEST** that the Spokespersons at the JPIC relay information obtained through their interactions with the various agencies Public Information Officers (PIOs).
- 2.10 **PARTICIPATE**, as needed, with rumor control activities.
- 2.11 **COORDINATE** with the Media Monitor to review and assess media coverage of the event.
- 2.12 **PERFORM** a shift turnover with on-coming personnel using guidance in EP-AA-112, Attachment 2 (Shift Turnover).

**ATTACHMENT 2
TECHNICAL ADVISOR CHECKLIST
Page 1 of 2**

The Technical Advisor gathers pertinent plant operating data from EOF sources during the event for use by Emergency News Center (ENC) personnel. The information includes plant status data and in particular, developments affecting plant safety systems and reactor integrity. The Technical Advisor serves as a support individual for the News Writer and the Events Recorder, and may serve in support or as the Technical Spokesperson.

Section 1, Initial Actions

Section 2, Ongoing Actions

NOTE: Steps in this checklist may be performed in an order other than listed or they may be omitted if not applicable.

Coatesville JPIC

The Technical Advisor will also perform the functions of the Technical Spokesperson as a collateral duty.

1. **INITIAL ACTIONS**

- 1.1 **SIGN-IN** on the Organization Board
- 1.2 **REPORT** arrival to the Public Information Director
- 1.3 **INITIATE** a position log documenting significant actions performed and communications related to your position.
- 1.4 **OBTAIN** operating data from the EOF Operations Advisor concerning plant safety systems and fission product barrier integrity.

Coatesville JPIC

The Corporate Spokesperson and JPIC Director should be included on briefings and updates provided to the Public Information Director.

- 1.5 **BRIEF** the Public Information Director on current plant status.

**ATTACHMENT 2
TECHNICAL ADVISOR CHECKLIST
Page 2 of 2**

2. ONGOING ACTIONS

- 2.1 **ASSIST** in obtaining technical and plant status information for use in press releases and media briefings.
- 2.2 **ASSIST** the Events Recorder in the preparation of a Chronological Event Description Log.
- 2.3 **ASSIST** the News Writer in the preparation of press releases.

Mid-West ROG

- 2.4 **OBTAIN** necessary technical data as required by the JPIC Director or Technical Spokesperson in order to answer "follow up" questions posed by the news media that were not answered during press conferences.

Coatesville JPIC

- 2.5 **FUNCTION** as a Public Information Official (PIO) for Exelon Nuclear in regards to plant status and plant operations.
- 2.6 **DOCUMENT** unanswered technical questions posed by the news media.
- 2.7 **PROVIDE** answers to questions for the news media and follow-up explanation that corrects any misinformation as soon as is practicable.
- 2.8 **PREPARE** briefing papers in coordination with the EOF Technical Support Manager, and **PROVIDE** additional plant technical details and background not found in the press releases.
- 2.9 **OBTAIN** or **PREPARE** audio-visual resources, with the assistance of the JPIC Coordinator and JPIC Administrative Coordinator, for use during press conferences.
- 2.10 **OBTAIN** regular updates from the EOF Operations Advisor of plant operations and plant status, including plant safety systems and reactor integrity.
- 2.11 **PERFORM** a shift turnover with on-coming personnel using guidance in EP-AA-112, Attachment 2 (Shift Turnover).

ATTACHMENT 3
RADIOLOGICAL ADVISOR CHECKLIST
Page 1 of 3

The Radiological Advisor reports to the Public Information Director and gathers pertinent radiological data from EOF sources during the event for use by Emergency News Center (ENC) personnel. The information includes plant status data and in particular, data involving any radiological releases into the environment. The Radiological Advisor serves as a support individual for the News Writer and the Events Recorder, and may serve in support or as the Radiation Protection Spokesperson.

Section 1, Initial Actions

Section 2, Ongoing Actions

NOTE: Steps in this checklist may be performed in an order other than listed or they may be omitted if not applicable.

Coatesville JPIC

The Radiological Advisor will also perform the functions of the Radiation Protection Spokesperson as a collateral duty.

1. **INITIAL ACTIONS**

- 1.1 **SIGN IN** on the Organization Board.
- 1.2 **REPORT** your arrival to the Public Information Director.
- 1.3 **INITIATE** a position log documenting significant actions performed and communications related to your position.
- 1.4 **OBTAIN** radiological data from the EOF Radiation Protection Manager concerning plant status and, in particular, concerning any radiological releases from the plant into the environment that may have occurred or may be planned.

Coatesville JPIC

The Corporate Spokesperson and JPIC Director should be included on briefings and updates provided to the Public Information Director.

- 1.5 **BRIEF** the Public Information Director on the current radiological status.

ATTACHMENT 3
RADIOLOGICAL ADVISOR CHECKLIST
Page 2 of 3

2. **ONGOING ACTIONS**

2.1 **ASSIST** in obtaining environmental and health physics information for use in press releases and media briefings.

1. **OBTAIN** data from the EOF Radiation Protection Manager concerning plant radiological effluent releases, on-site radiological conditions, off-site monitoring results, and protective actions implemented on-site and off-site.

CAUTION

In the event of a radiological release to the environment, **DO NOT** provide recommendations to the Radiation Protection Spokesperson that could result in an Exelon Nuclear advisement of Protective Action Recommendations directly to the Public. Such advisements are made by State authorities and **not** Exelon Nuclear.

2.2 **ASSIST** the Events Recorder in the preparation of a Chronological Event Description Log.

2.3 **ASSIST** the News Writer in the preparation of press releases.

Mid-West ROG

2.4 **OBTAIN** necessary radiological data as required by the JPIC Director or Radiation Protection Spokesperson in order to answer "follow up" questions posed by the news media that were not answered during the press conferences.

**ATTACHMENT 3
RADIOLOGICAL ADVISOR CHECKLIST
Page 3 of 3**

Coatesville JPIC

- 2.5 **FUNCTION** as a Public Information Official (PIO) for Exelon Nuclear in regards to health physics and environmental concerns.
- 2.6 **DOCUMENT** unanswered radiological or environmental questions posed by the news media.
- 2.7 **PROVIDE** answers to questions for the news media and follow-up explanation that corrects any misinformation as soon as is practicable.
- 2.8 **PREPARE** briefing papers in coordination with the EOF Radiation Protection Manager, and **PROVIDE** additional plant technical details and background not found in the press releases.
- 2.9 **OBTAIN** or **PREPARE** audio-visual resources, with the assistance of the JPIC Coordinator and JPIC Administrative Coordinator, for use during press conferences.
- 2.10 **OBTAIN** regular updates from the EOF Protective Measures Group on radiological data concerning plant status and in particular concerning any radiological releases from the plant to the environment that may have occurred or may be planned.
- 2.11 **PERFORM** a shift turnover with on-coming emergency response personnel using guidance in EP-AA-112, Attachment 2 (Shift Turnover).

ATTACHMENT 4
EVENTS RECORDER CHECKLIST
Page 1 of 3

The Events Recorder maintains the Chronological Event Description Log that is provided to the media at the JPIC.

Section 1, Initial Actions

Section 2, Ongoing Actions

NOTE: Steps in this checklist may be performed in an order other than listed or they may be omitted if not applicable.

1. **INITIAL ACTIONS**

- 1.1 **SIGN IN** on the EOF Organization Board.
- 1.2 **REPORT** your arrival to the Public Information Director.
- 1.3 **LOGIN** to the News Writer computer program using the directions provided in EP-MW(MA)-110-100.
- 1.4 **OBTAIN** a printout/copy of the Significant Events Log (SEL) from the EOF Events Recorder.

MID-West ROG

REFER to EP-MW-110-100 for instructions on the use electronic Significant Events Log.

- 1.5 **OBTAIN** the assistance of the Public Information Director, the Radiological Advisor and the Technical Advisor to **IDENTIFY** the following.
- Conditions of the plant prior to the event.
 - The current status.
 - The event or events that created the emergency condition.
 - Other major events that have taken place since the event began.
- 1.6 **DEVELOP**, from previous events, a Chronological Event Description Log to bring it up to the current plant and event status.

**ATTACHMENT 4
EVENTS RECORDER CHECKLIST
Page 2 of 3**

2. ONGOING ACTIONS

- 2.1 **MAINTAIN** a Chronological Event Description Log, with the assistance of the Public Information Director, the Radiological Advisor, or Technical Advisor, of the significant events affecting the station or the public.

NOTE: The log should be timely, accurate, simple without use of excessive detail and acronyms and understandable to the media.

1. **INCLUDE** the following, as a minimum, but not be limited to:
 - Activation of the EOF and the JPIC
 - Initial classification and any change in classification
 - Any major plant transients during the event
 - Any Protective Action Recommendations by a State or local agency (Do **NOT** include PARS from the utility)
 - The beginning or completion of personnel accountability or site evacuations
 - Any press conferences conducted or press releases issued
 - Identification of any injured persons, including periodic status of their conditions
 - Any changes in meteorological or radiological condition in the EPZ, if applicable
 - Changes in core containment integrity or plant radiological conditions
2. **Periodically REVIEW** the Significant Events Log for information that could be added to the Chronological Event Description Log.
3. **DISCUSS** information provided during EOF facility briefings with the Public Information Director for any information that should added to the Log.

NOTE: Do **not** save the file on the News Writer program until it has been approved by the Public Information Director.

ATTACHMENT 4
EVENTS RECORDER CHECKLIST
Page 3 of 3

- 2.2 **PROVIDE** the Chronological Events Description Log to the Public Information Director, who will obtain a technical review for the Corporate Emergency Director, prior to approving log for dissemination to the media.
 1. When instructed by the Public Information Director, **PROVIDE** the file name to the JPIC Director and EOF Administrative Coordinator to access the Log for distribution.
 2. **PROVIDE** copy of the approved Chronological Event Description Log to the News Writer.
- 2.3 **PERFORM** a shift turnover with on-coming personnel using guidance in EP-AA-112, Attachment 2 (Shift Turnover).

**ATTACHMENT 5
MEDIA MONITORING STAFF CHECKLIST
Page 1 of 3**

The Media Monitoring Staff is responsible for monitoring and reviewing media coverage of an emergency event. A Media Monitor is also the initial point of contact for media inquiries.

Section 1, Initial Actions

Section 2, Ongoing Actions

NOTE: Steps in this checklist may be performed in an order other than listed or they may be omitted if not applicable.

1. **INITIAL ACTIONS**

- 1.1 **SIGN IN** on the Organization Board.
- 1.2 **REPORT** your arrival to the Public Information Director.
- 1.3 **INITIATE** a position log documenting significant actions performed and communications related to your position.

Coatesville JPIC

REFER to Table 3-1 (Audio/Visual Set Up Instructions) in Attachment 3 to EP-AA-112-600 for guidance in performing action outlined in Step 1.4

- 1.4 **SET UP** and **TEST** equipment for videotaping, media monitoring and play-back.
- 1.5 **TURN ON** the designated TV monitors and **ADJUST** to the major local affiliates and national news networks.

2. **ONGOING ACTIONS**

2.1 **ENSURE** monitoring of media coverage of the emergency event is performed around the clock.

- 1. **RECORD** media telecasts and review for misinformation.

NOTE: Table 6-1 (Media Broadcast Monitor Form) should be used as a tool to document a summary of broadcast information.

- 2. **INFORM** the Public Information Director and Rumor Monitoring Staff if misinformation or rumors of the emergency event are detected.

ATTACHMENT 5
MEDIA MONITORING STAFF CHECKLIST
Page 2 of 3

3. **INFORM** the Public Information Director of all media reports and of actions taken to correct any misinformation.

NOTE: All Press Releases issued will list your phone as the number to call for media inquiries or additional information.

2.2 **FUNCTION** as a primary contact for news information including media calls for information.

2.2.1 **PROVIDE** information to the media from the following sources only without prior Public Information Director approval:

- News releases
- Chronological Events Description Log
- Public Information brochures
- Press kits

2.3 **INFORM** the Public Information Director if you need additional support personnel to respond to media inquiries.

2.4 **ADVISE** the Rumor Control Monitoring Staff with respect to the function of monitoring rumors from sources other than the media.

2.5 **PERFORM** a shift turnover with on-coming personnel using guidance in EP-AA-112, Attachment 2 (Shift Turnover).

**ATTACHMENT 5
MEDIA MONITORING STAFF CHECKLIST
Page 3 of 3**

**TABLE 5-1
MEDIA BROADCAST MONITOR FORM**

Page 1 of 1

Name of Broadcast Monitor: _____

Television or Radio Outlet/Channel: _____ Network Affiliate: _____

Date / Time of Broadcast: _____ THIS IS / IS NOT A DRILL (circle)

Reporter's Name: _____

The following information was reported:

Potential errors and/or misleading information provided:

Response / Disposition:

Action taken:

By Whom:

Time of Response:

Distribution

Original – Media Monitor File

Copy – Public Information Director

Copy – Rumor Control Staff

ATTACHMENT 6
RUMOR CONTROL STAFFCHECKLIST
Page 1 of 2

The Rumor Control Staff is responsible for monitoring and reviewing rumors during an emergency event. The Rumor Control Staff ensures that rumors are documented, reviewed, and responded to as deemed appropriate.

Section 1, Initial Actions

Section 2, Ongoing Actions

NOTE: Steps in this checklist may be performed in an order other than listed or they may be omitted if not applicable.

1. **INITIAL ACTIONS**

- 1.1 **SIGN IN** on the Organization Board.
- 1.2 **REPORT** your arrival to the Public Information Director.
- 1.3 **INITIATE** a position log documenting significant actions performed and communications related to your position
- 1.4 With the assistance of Exelon Nuclear Communications and Public Affairs (MAROG only), **PERFORM** the following:
- 1.4.1 **IDENTIFY** and **DOCUMENT** rumors concerning the emergency event existing prior to activation of the JPIC.
- 1.4.2 **RESPOND** to these rumors as soon as possible through Exelon Nuclear Communications.
- 1.4.3 **INFORM** the Public Information Director of these rumors and your responses to them.

2. **ONGOING ACTIONS**

- 2.1 **ENSURE** that rumors are reviewed, documented and responded to by the appropriate Exelon Nuclear personnel.

Rumor information may be obtained from (this list is not all inclusive):

- Media Monitoring Staff
- JPIC press conferences
- Media inquiries
- County / State EOC Exelon representatives
- Community Relations Directors, or equivalent

ATTACHMENT 6
RUMOR CONTROL STAFFCHECKLIST
Page 2 of 2

- 2.2 **INFORM** the Public Information Director and Media Monitoring Staff of actions taken to correct any misinformation or rumors.
- 2.3 **ASSIST** the Media Monitoring Staff with incoming media inquiries or media monitoring activities.
- 2.4 **PERFORM** a shift turnover with the on-coming personnel using guidance in EP-AA-112, Attachment 2 (Shift Turnover).

ATTACHMENT 7
NEWS WRITER CHECKLIST
Page 1 of 3

The News Writer writes press releases that will be provided to the media.

Section 1, Initial Actions

Section 2, Ongoing Actions

Table 4-1, "Press Release Format Guide"

NOTE: Steps in this checklist may be performed in an order other than listed or they may be omitted if not applicable.

1. **INITIAL ACTIONS**

- 1.1 **SIGN IN** on the Organization Board.
- 1.2 **REPORT** your arrival to the Public Information Director.
- 1.3 **INITIATE** a position log documenting significant actions performed and communications related to your position.
- 1.4 **LOGIN** to the News Writer computer program using the following directions.
 - **REFER** to EP-MW(MA)-110-100 for instructions for use of the News Writer program.

2. **ONGOING ACTIONS**

- 2.1 **IDENTIFY**, with the assistance of the Public Information Director, and JPIC Director if applicable, news information of interest to the media.

Information is likely to be considered Newsworthy if it meets one or more of the following criteria:

- 1. Enables public to take appropriate and timely actions to minimize risk to life, health or property
- 2. Helps public accurately judge current and potential impact of event
- 3. Involves injury or loss of life
- 4. Reinforces/enhances efforts by federal/state/local agencies to carry out public protective actions

ATTACHMENT 7
NEWS WRITER CHECKLIST
Page 2 of 3

5. Changes in:

- Emergency classification
- Meteorological/radiological conditions in EPZ
- Core integrity/capability to maintain same
- Containment integrity/capability to maintain same
- Overall plant radiological conditions
- Understanding of fundamental cause or chronology of event
- Projections of practical consequences of event

CAUTION

Do not include utility PARs in press releases.

2.2 **COMPOSE** draft press releases with assistance from the Radiological and Technical Advisors summarizing ongoing developments at the station.

1. **TRANSLATE** the "news information," once it has been validated, into "news" that will be timely, accurate and understandable to the Media.
2. **REVISE** the press release drafts, as needed, under the direction of the Public Information Director (for the Coatsville JPIC, use the guidelines contained in Table 7-1).

NOTE: Do not save press releases on the News Writer program until it is ready for review by the Corporate Spokesperson. Once you save the file, the JPIC Information Liaison can access the file.

2.3 **CONTACT** the Public Information Liaison or JPIC Director and **INFORM** them that a new press release has been prepared and is ready for the Corporate Emergency Director's technical review and Corporate Spokesperson's review.

1. **PROVIDE** the file name so they can print and distribute the press release at the JPIC.

2.4 **DOCUMENT** the approval of the Corporate Spokesperson on the bottom of the news release prior to dissemination to the media.

2.5 **DELIVER** copies of the approved news release to the Public Information Director and clerical staff for distribution.

2.6 **PERFORM** a shift turnover with on-coming personnel using guidance in EP-AA-112, Attachment 2 (Shift Turnover).

ATTACHMENT 7
NEWS WRITER CHECKLIST
Page 3 of 3
TABLE 7-1
NEWSRELEASE CHECKLIST COATESVILLE JPIC

Page 1 of 1

Coatesville JPIC only

Today's Date: ___/___/___ Time: ___:___ a.m./p.m. Page ___ of ___

NOTE: Use "3-Way" communications to confirm information.

1. Classification / Level of emergency:
___ Unusual Event ___ Alert ___ Site Area Emergency ___ General Emergency
2. Event Declaration: Today's Date: ___/___/___ Time: ___:___ a.m./p.m.
3. Reason for declaration of emergency:
4. Is / was this the FIRST emergency event level declared (Circle One) – YES / NO
 - If NO, what was the first event declared, when, and reason for classification?
5. Emergency Action Level (EAL) and Reason / Basis for Emergency:
6. Plant Status / Power Level at time of emergency declaration:
7. Current Plant Status / Power Level (Stable / Hot Shutdown / Cold Shutdown / ATWS; Include manual or automatic shutdown):
8. What actions / strategy are being taken or planned to mitigate the problem and what is / are the top priority(ies)?
9. What officials have been / are being notified?
 - Local: (Specify agencies)
 - County: (Specify agencies)
 - State: (Specify agencies)
 - Federal: (Specify agencies)
10. Is there any radiation release in progress? (Circle One) – YES / NO
 - If YES, what is the location and source of the release (if known)?
 - How is release being monitored?
11. Is / was any one: injured / contaminate / been treated
 - If taken offsite, location: _____
12. Other actions/notes:

JPIC ACTIVATION AND OPERATION

1. PURPOSE

1.1. This procedure describes the responsibilities and actions of the Joint Public Information Center (JPIC) staff, which consists of the following positions reporting to the Corporate Spokesperson:

- Corporate Spokesperson
- JPIC Director
- JPIC Administrative Coordinator
- JPIC Coordinator
- Access Controller
- Public Information Liaison (Mid-West ROG only)
- Technical Spokesperson (Mid-West ROG only)
- Radiation Protection Spokesperson (Mid-West ROG only)

1.2. When the Shift Manager decides that a situation warrants activation of the JPIC under the Emergency Plan, this procedure becomes applicable.

2. TERMS AND DEFINITIONS

Mid-West ROG / Cantera

Emergency News Center (ENC) functions are co-located with the common MWROG Emergency Operations Facility (EOF) in Warrenville, IL. As such, the ENC is physically separated from the Joint Public Information Center (JPIC).

INITIAL RESPONSE EXPECTATIONS

When notified of a JPIC activation, staff members will report to the Cantera Office and assemble in Training Room 109, adjacent to the EOF, prior to responding to the respective JPIC.

Mid-Atlantic ROG / Coatesville

The Coatesville JPIC shares a common facility with the EOF. Therefore, ENC functions are performed at the JPIC instead of at a separate ENC.

Since the ENC shares a common facility with the JPIC, the Technical and Radiological Advisors may also perform the duties of the Technical and Radiation Protection Spokesperson positions. In addition, the Public Information Liaison position is not required to be staffed.

3. RESPONSIBILITIES

- 3.1. The *Access Controller* controls access at the Joint Public Information Center (JPIC).
- 3.2. The *Corporate Spokesperson* reports to the Corporate Emergency Director and is the designated company spokesperson responsible for providing news information related to the emergency event to the news media and to the public.
- 3.3. The *JPIC Director* reports to the Corporate Spokesperson to ensure the operability of and to supervise the activities in the JPIC.
- 3.4. The *Public Information Liaison* assimilates emergency-related information from the Technical Advisor, the Radiological Advisor and from primary sources in the Emergency Operations Facility (EOF) as directed. The Public Information Liaison also ensures that approved Press Releases and Chronological Event Description Logs are made available in the JPIC.
- 3.5. The *JPIC Administrative Coordinator* reports to the JPIC Director and is responsible for providing administrative, logistics, communications and personnel support for the emergency response operations.
- 3.6. The *JPIC Coordinator* reports to the JPIC Director and oversees the operation of the JPIC, assuring a coordinated effort between all parties involved. This person is the primary interface between Exelon Nuclear and the news media/public for coordinating briefings, press conferences, interviews and responses to information requests.
- 3.7. The *Technical Spokesperson* reports to the Corporate Spokesperson and functions as the Public Information Official (PIO) for Exelon Nuclear with regard to plant operations, including plant safety systems and reactor integrity.
- 3.8. The *Radiation Protection Spokesperson* reports to the Corporate Spokesperson and functions as the PIO for Exelon Nuclear in regard to health physics and environmental concerns.

4. MAIN BODY

- 4.1. **INITIATE** the appropriate Emergency Plan activities using the position specific checklist listed in Attachments 1 thru 7.

5. DOCUMENTATION

None

6. REFERENCES

None

7. **ATTACHMENTS**

- 7.1. Attachment 1, JPIC Access Controller Checklist
- 7.2. Attachment 2, Corporate Spokesperson Checklist
- 7.3. Attachment 3, JPIC Director Checklist
- 7.4. Attachment 4, Public Information Liaison Checklist (Mid-West ROG)
- 7.5. Attachment 5, JPIC Administrator Coordinator Checklist
- 7.6. Attachment 6, JPIC Coordinator Checklist
- 7.7. Attachment 7, Technical Spokesperson Checklist (Mid-West ROG)
- 7.8. Attachment 8, Radiation Protection Spokesperson Checklist (Mid-West ROG)

ATTACHMENT 1
JPIC ACCESS CONTROLLER CHECKLIST
 Page 1 of 5

Section 1, Initial Actions

Section 2, Ongoing Actions

Table 1-1, " JPIC Ingress/Egress Log"

NOTE: Steps in this checklist may be performed in an order other than listed or they may be omitted if not applicable.

Coatesville EOF

The first of 2 facility security members arriving at the EOF will assume responsibility for controlling access to the EOF. The 2nd facility security member will assume responsibility for controlling access to the Joint Public Information Center (JPIC).

1. **INITIAL ACTIONS**

- 1.1. _____ **SIGN IN** on the JPIC Organization Board.
- 1.2. _____ **REPORT** your arrival to the JPIC Director.
- 1.3. _____ **INITIATE** a position log documenting significant actions performed and communications related to your position.

Mid-West ROG

1.4. _____ **CONTACT** the EOF Security Coordinator, using the ERF Telephone Directory, and **PROVIDE** the telephone number where you can be reached.

1.4.1. _____ **REQUEST** adequate security officers to implement access control

1.5. **ESTABLISH** facility perimeter controls, to include:

1.5.1. _____ **VERIFY** that all external facility doors are either bolted from the inside or controlled to prevent uncontrolled access.

1.5.2. _____ **SEARCH** the facility (JPIC) for unauthorized personnel.

ATTACHMENT 1
JPIC ACCESS CONTROLLER CHECKLIST

Page 2 of 5

1.6. **ESTABLISH** an Access Control Desk at the following locations where persons will be allowed entrance to the facility:

1.6.1. **Media Access**

- Access Control Desks for the Media should have Table 1-1, "JPIC Ingress/Egress Log", available for sign-in.

Mid-West ROG

1.6.2 **Emergency Responders Access**

- Access Control Desks for emergency responders should have Table 1-1, "JPIC Ingress/Egress Log", available in sufficient quantities to support operations at the facility.

1.7. **DOCUMENT** the time that access control is established in the Event Log.

1.8. **NOTIFY** the JPIC Director, or EOF Security Coordinator (Cantera) that access control is established.

1.9. **INITIATE** proper badging of any personnel present in the facility prior to access control being established.

1. **REQUIRE** personnel to produce a current Exelon Nuclear ID card, station badge, or photo ID as identification.
2. **ESCORT** personnel not involved with the emergency response to the facility exit.

2. **ONGOING ACTIONS**

NOTES: Emergency responders are those designated Exelon personnel assigned to the JPIC along with responders from the NRC, Federal, State and local agencies who will be presenting press conferences to the media and/or assisting in the operation of the JPIC facility.

Emergency Responders arriving at the Coatesville facility will use the EOF side entrance.

2.1. **Access Control For Emergency Responders**

2.1.1. **ADMIT** only emergency responders (Exelon Nuclear and Non-Exelon Nuclear) at this Access Control Desk.

ATTACHMENT 1
JPIC ACCESS CONTROLLER CHECKLIST

Page 3 of 5

- 2.1.2. **INSTRUCT** the Media to enter at the JPIC Media Access Control Desk.
- 2.1.3. For each Exelon Nuclear emergency responder:
1. **RECORD** the required information on Table 1-1 JPIC Ingress/Egress Log.
 2. **ASSIGN** the appropriate badge.
- 2.1.4. For each Non-Exelon Nuclear emergency responder:
1. **OBTAIN access authorization** for Non-Exelon Nuclear emergency response personnel from the JPIC Director or designee.
 2. **RECORD** the required information on Table 1-1, JPIC Ingress/Egress Log,
- 2.1.5. **NOTIFY** the JPIC Director of the arrival of the NRC or any other Non-Exelon Nuclear responders to the JPIC.

NOTE: Prompt ingress for the NRC is critical. JPIC personnel are exempt from the Fitness For Duty (FFD) program requirements. This shall not be misconstrued to exempt any person from conducting themselves in a manner that diminishes the effectiveness of the Emergency Response or jeopardizes the health and safety of the public.

2.2. **Access Control For Media Representatives**

- 2.2.1. **INSTRUCT** Members of the Media to remain in their vehicles in the JPIC parking lot until the JPIC Media Access Control desk is staffed and the JPIC opened.
- Do not open the JPIC to the media until a member of JPIC staff authorizes initial access.
 - Do not allow members of the Media into the JPIC unattended.
 - A member of the JPIC staff, or a Security Guard must be present in the JPIC at all times.
- 2.2.2. **ADMIT** only Media Responders at this Access Control Desk. Emergency responders must enter at the Emergency Responder Access Control Desk.

ATTACHMENT 1
JPIC ACCESS CONTROLLER CHECKLIST
Page 4 of 5

2.2.3. **REQUIRE** each member of the Media to present one of the following credentials:

NOTE: In all instances, a genuine member of the Media should be able to supply the name and number of an assignment editor.

- Any media organization ID card,
- Any local, state or federal certification documents,
- Membership cards in recognized journalism/press associations.
- Media representatives may give the name and phone number of their editor, program director or news director for direct telephone confirmation.

2.2.4. **RECORD** the required information for each media representative on Table 1-1, JPIC Ingress/Egress Log.

2.3. **PERFORM** a shift turnover with on-coming personnel using guidance in EP-AA-112, Attachment 2 (Shift Turnover).

ATTACHMENT 2
CORPORATE SPOKESPERSON CHECKLIST
 Page 1 of 3

Mid-West ROG

When notified of JPIC activation, staff members will report to the Cantera Office and assemble in Training Room 109, adjacent to the EOF, prior to responding to the respective JPIC. The Corporate Spokesperson will coordinate the decision to staff the JPIC with the appropriate offsite authorities, Corporate Emergency Director, and Public Information Director.

Section 1, Initial Actions

Section 2, Ongoing Actions

NOTE: Steps in this checklist may be performed in an order other than listed or they may be omitted if not applicable.

1. **INITIAL ACTIONS**

- 1.1. _____ **SIGN IN** on the JPIC Organization Board.
- 1.2. _____ **INITIATE** a position log documenting significant actions performed and communications related to your position.
- 1.3. **ESTABLISH** contact with the Public Information Director:

Mid-West ROG

Once established, **MAINTAIN** an open conference line with the ENC.

- 1.3.1. _____ **OBTAIN** a briefing of the current plant and environmental status.
- 1.3.2. _____ **OBTAIN** a summary of the information provided by Exelon Nuclear, Federal, State and local agency representatives to the media and to the public.
- 1.4. _____ **CONFER** with the Public Information Director, other EOF personnel, and the JPIC Director to formulate an action plan for the overall dissemination of information to the media.
- 1.5. _____ **INTRODUCE** yourself to any Governmental Agency Public Information Officials (PIOs) present.

ATTACHMENT 2
CORPORATE SPOKESPERSON CHECKLIST

Page 2 of 3

- 1.6. _____ **DETERMINE** with the JPIC Director, Public Information Director and government agency PIOs present at the JPIC, a time to activate the JPIC
- 1.7. _____ **REQUEST** that the JPIC Director inform you of the arrival of any other PIOs to the facility.
- 1.8. _____ **REQUEST** the News Writer draft a Press Release for JPIC activation.
1. **PROVIDE** a copy of the press release to the Public Information Director for review prior to approval.
 2. **APPROVE** the press release.
 3. **ENSURE** that the approved Press Release is properly distributed to the media and to the Exelon Emergency Response Facilities (ERFs).

2. **ONGOING ACTIONS**

- 2.1. **INTERFACE** with the Public Information Director and JPIC Director.
1. **MAINTAIN** cognizance of conditions of the plant and environment, and the actions of Exelon Nuclear and governmental support personnel.
 2. **REQUEST** information to answer questions raised during press conferences.
- 2.2. **SUPERVISE** the activities of the JPIC Director and, in Mid-West ROG, the Technical and Radiation Protection Spokespersons.
- 2.3. **FUNCTION** as a liaison between the JPIC and Exelon Nuclear corporate executives.
- 2.4. **CONDUCT** press conferences with the news media.
1. **COORDINATE** the content and timing of the press conferences with the JPIC Director and with the Federal, State and local agency representatives in the JPIC to ensure consistency in news provided.
 2. **COORDINATE** with Federal, State and Local agencies, as well as with other organizations involved in the emergency response, to maintain factual consistency of information to be conveyed to the news media and timing of the briefings.

ATTACHMENT 2
CORPORATE SPOKESPERSON CHECKLIST

Page 3 of 3

3. **COORDINATE** and **DIRECT** responses to media inquiries.
4. **PROVIDE** for the timely exchange of information other spokespersons.
- 2.5. **DIRECT** the News Writer to prepare Press Releases as required.

Mid-West ROG

FORWARD press releases to the Corporate Emergency Director through the Public Information Director.

1. **PROVIDE** press releases to the Corporate Emergency Director for review of the technical content prior to approval.
2. **PERFORM** a final review of news releases and the Chronological Events Description Log prior to Public Information Director approval.
- 2.6. **PERFORM** a shift turnover with on-coming personnel using guidance in EP-AA-112, Attachment 2 (Shift Turnover).

ATTACHMENT 3
JPIC DIRECTOR CHECKLIST
Page 1 of 3

Section 1, Initial Actions

Section 2, Ongoing Actions

NOTE: Steps in this checklist may be performed in an order other than listed **or** they may be omitted if not applicable.

1. **INITIAL ACTIONS**

- 1.1. **SIGN IN** on the JPIC Organization Board.
- 1.2. **REPORT** your arrival to the Corporate Spokesperson.
- 1.3. **INITIATE** a position log documenting significant actions performed and communications related to your position.
- 1.4. **ESTABLISH** contact with the Public Information Director:
 - 1.4.1. **OBTAIN** a briefing on current plant technical and environmental status.
 - 1.4.2. **OBTAIN** a summary of information provided to the media and public.
- 1.5. **OBTAIN** from Federal, State and local agency representatives in the JPIC their availability for a press conference.
- 1.6. **VERIFY** that the JPIC Coordinator has the JPIC Activation Checklist completed per EP-AA-112-600, and that the JPIC is ready to be activated.
- 1.7. **BRIEF** the Corporate Spokesperson on the current status at the plant, the status of the environs, and the information provided the news media and the public from Exelon Communications & Public Affairs and governmental agencies.
- 1.8. **DETERMINE** with the Corporate Spokesperson a time to activate the JPIC, allowing media to enter the building, and a time for the first press conference.
 - 1.8.1. **INFORM** the Public Information Director of the activation of the JPIC.
 - 1.8.2. **AUTHORIZE** the JPIC Coordinator to open the JPIC.
 - 1.8.3. **AUTHORIZE** access of non-Exelon Nuclear officials to the JPIC.

ATTACHMENT 3
JPIC DIRECTOR CHECKLIST
Page 2 of 3

2. **ONGOING ACTIONS**

- 2.1. **DIRECT** the activities of the Access Controller, Public Information Liaison, Administrative Coordinator, and JPIC Coordinator.

Mid-West ROG only

- 2.2. **REQUEST** that the Public Information Liaison **MONITOR** the open conference call at times when the Corporate Spokesperson and JPIC Director are unavailable.

- 2.3. **MAINTAIN** cognizance of conditions of the plant and environment, and the actions of Exelon Nuclear and governmental support personnel.
1. **PARTICIPATE** as needed, in the rumor control activities.
 2. **COORDINATE** with the Media Monitoring staff for review and access to media coverage of the emergency event.
 3. **INTERFACE** with the Public Information Director, and coordinate information flow between the EOF and the JPIC.
- 2.4. **COORDINATE** with the Corporate Spokesperson, Public Information Director, Federal, State and Local agencies, regarding the content, format and timing of press releases to be provided by Exelon Nuclear to the news media and the public.
1. **PROVIDE** copies of Press Releases to the Corporate Spokesperson so they are aware of what written information has been provided to the media.
 2. **INFORM** the Public Information Director of any press releases issued by Federal, State or local agencies that you become aware of.

ATTACHMENT 3
JPIC DIRECTOR CHECKLIST

Page 3 of 3

2.5. **COORDINATE** with the Corporate Spokesperson, the Public Information Liaison, and the JPIC Coordinator the content, format and timeliness of the new briefings.

1. **COORDINATE** the content and material to be presented at the press conferences by Exelon Nuclear with the information to be provided by the Federal, State and local government agency representatives. (For example, any advisement of public evacuation and shelter are made only by the governmental agencies.)

Information is likely to be considered Newsworthy if it meets one or more of the criteria:

- Enables public to take appropriate and timely actions to minimize risk to life, health or property
- Helps public accurately judge current and potential impact of event
- Involves injury or loss of life
- Reinforces/enhances efforts by federal/state/local agencies to carry out public protective actions
- Changes in:
 - Emergency classification
 - Meteorological/radiological conditions in EPZ
 - Core integrity/capability to maintain same
 - Containment integrity/capability to maintain same
 - Understanding of fundamental cause or chronology of event
 - Projections of practical consequences of event

2.6. **PERFORM** a shift turnover with on-coming personnel using guidance in EP-AA-112, Attachment 2 (Shift Turnover).

ATTACHMENT 4
PUBLIC INFORMATION LIAISON CHECKLIST (Mid-West ROG)
Page 1 of 2

Section 1, Initial Actions

Section 2, Ongoing Actions

NOTE: Steps in this checklist may be performed in an order other than listed or they may be omitted if not applicable.

1. **INITIAL ACTIONS**

- 1.1. **SIGN IN** on the JPIC Organization Board.
- 1.2. **REPORT** your arrival to the JPIC Director.
- 1.3. **INITIATE** a position log documenting significant actions performed and communications related to your position.
- 1.4. **LOGIN** to the Newswriter computer program.
 - **REFER** to EP-MW-110-100 for, " Instructions for use of the NEWSWRITER program".
- 1.5. **ESTABLISH** contact with the News Writer:
 - 1.5.1. **OBTAIN** the file name for any previously issued press releases and **PRINT** copies of any previously issued press releases.
 - 1.5.2. **PROVIDE** copies of approved press releases to the JPIC Director and Administrative Coordinator for internal use and dissemination to the media gathered at the JPIC.
 - 1.5.3. **OBTAIN** the file name of the approved Chronological Event Description Log and **PRINT** a copy of the Log.
 - 1.5.4. **OBTAIN** approval for release of the Chronological Event Description Log from the Company Spokesperson and **PROVIDE** copies to the JPIC Director and Administrative Coordinator for internal use and dissemination to the media gathered at the JPIC.
- 1.6. **OBTAIN** a list of Exelon Nuclear Spokespersons present in the JPIC and print the applicable Biographies from the Newswriter program.
 - 1.6.1. **PROVIDE** the printed Biographies to the JPIC Coordinator for dissemination to the media.

ATTACHMENT 4
PUBLIC INFORMATION LIAISON CHECKLIST (Mid-West ROG)
Page 2 of 2

2. ONGOING ACTIONS

2.1. COORDINATE the information flow between the EOF and JPIC.

1. **ESTABLISH** and **MAINTAIN** an open line between the JPIC and the ENC staff.
2. **RESOLVE** questions left unanswered in previous press conferences in coordination with the Technical and Radiological Advisors.
3. **PURSUE** information that either substantiates or refutes public information arising from the media in coordination with the Rumor Control Staff.
4. **COORDINATE** with Emergency Response Personnel in the EOF to ensure that any events of potential public interest are addressed.

2.2. OBTAIN draft copies of press releases and **PROVIDE** to the Corporate Spokesperson for review.

2.3. OBTAIN approved copies of press releases from the News Writer when issued.

1. **PROVIDE** this information to the JPIC Director and to the clerical staff for copying and distribution.

2.4. OBTAIN a copy of the approved Chronological Event Description Log from Events Recorder on a regular basis:

1. **PROVIDE** this information to the JPIC Director and clerical staff for copying and distribution to Exelon staff and State officials.

2.5. PERFORM a shift turnover with on-coming personnel using guidance in EP-AA-112, Attachment 2 (Shift Turnover).

ATTACHMENT 5
JPIC ADMINISTRATIVE COORDINATOR CHECKLIST
 Page 1 of 4

Section 1, Initial Actions

Section 2, Ongoing Actions

Table 5-1, "JPIC Call-Out Record"

NOTE: Steps in this checklist may be performed in an order other than listed or they may be omitted if not applicable.

1. **INITIAL ACTIONS**

- 1.1. _____ **SIGN IN** on the JPIC Organization Board.
- 1.2. _____ **REPORT** your arrival to the JPIC Director.
- 1.3. _____ **INITIATE** a position log documenting significant actions performed and communications related to your position.
- 1.4. _____ **CONFIRM** with the Administrative Coordinator (EOF) that clerical support personnel have been activated and are proceeding to the JPIC.
- 1.5. _____ Work with the JPIC Coordinator to **OBTAIN** the names of the expected personnel and **CONFIRM** that future shift staffing of these positions will be assumed by the JPIC.
 - A copy of the expected shift staff will be telecopied to the JPIC by the callout system, after it is finished with the call out.
- 1.5.1. _____ If the Call Out Report from the call out system indicates that JPIC shift staffing is not complete OR additional staff is needed, then **FIND** suitable personnel for the missing staff.
 - **REFER** to the ERO Telephone Directory for a listing of personnel qualified to fill emergency response roles.
1. _____ **USE** Table 5-1, "JPIC Call-Out Record" to record the personnel contacted for response to the JPIC.
2. _____ **CONTACT** the JPIC Director for assistance in determining what Exelon Nuclear or non-Exelon Nuclear personnel will be (a) suitable replacement(s).
- 1.6. _____ **ASSUME** responsibility for completion of the JPIC Activation Checklist, EP-AA-112-600, from the JPIC Coordinator if not completed.

ATTACHMENT 5
JPIC ADMINISTRATIVE COORDINATOR CHECKLIST
Page 2 of 4

2. **ONGOING ACTIONS**

2.1. **DIRECT** the clerical staff:

1. **VERIFY** the arrival of clerical support personnel and **ASSIGN** tasks.
Tasks include:
 - Administrative support.
 - Copying and distributing information per Clerical Fax and Distribution Guidance near the fax machines.
 - Posting copies of completed forms in a central location.
2. **ESTABLISH** and **MAINTAIN** a file for each JPIC position to include documents collected during shift turnover.
 - The JPIC Director can help identify the documents.
3. **PROVIDE** for transcription of the JPIC Staffing Board and **DISTRIBUTE** per Clerical Fax and Distribution Guidance.

2.2. **OBTAIN** services, as necessary, to support operations of the JPIC such as accommodations, office support services, food services, and waste disposal.

2.3. **COORDINATE** shift relief and continual staffing of the JPIC:

1. **DEVELOP** a shift schedule for the JPIC Personnel.
 - Shift lengths should be 12 hours (maximum);
 - All responders should have ≥ 7 hours between scheduled work periods.
2. **COLLECT** all documents generated and forms completed in the JPIC at shift changes and/or when Termination is declared and **ENSURE** that all reference material is returned to the proper location.
3. **CONSULT** with the EOF Security Coordinator for road areas that should be avoided by JPIC relief personnel enroute due to radiological or other hazardous conditions.
4. **CONSULT** with the EOF Administrative Coordinator to compare on-going staffing schedules.
5. **CONTACT** relief personnel for the next shift and provide schedules and any special instructions for reporting to work using the ERO Telephone Directory.

ATTACHMENT 5
JPIC ADMINISTRATIVE COORDINATOR CHECKLIST

Page 3 of 4

- 2.4. **PERFORM** a shift turnover with on-coming personnel using guidance in EP-AA-112, Attachment 2 (Shift Turnover).

ATTACHMENT 6
JPIC COORDINATOR CHECKLIST
 Page 1 of 3

Section 1, Initial Actions

Section 2, Ongoing Actions

NOTE: Steps in this checklist may be performed in an order other than listed or they may be omitted if not applicable.

1. **INITIAL ACTIONS**

- 1.1. _____ **SIGN IN** on the JPIC Organization Board.
- 1.2. _____ **REPORT** your arrival to the JPIC Director.
- 1.3. _____ **INITIATE** a position log documenting significant actions performed and communications related to your position.

Coatesville JPIC

- 1.4. _____ **DIRECT** available Facility Support Staff to complete audio / visual equipment set-up using Table 3-2 to EP-AA-112-600, Attachment 3.
- 1.5. _____ **COMPLETE** JPIC Activation Checklist per EP-AA-112-600, as applicable, with the assistance of the JPIC Staff
- 1.6. _____ **ENSURE** that access control has been established at the media entrance.
- 1.7. _____ **VERIFY** that the JPIC media telephones are functional, and **REPORT** any problems to the JPIC Administrative Coordinator or EOF Computer Specialist (Coatesville).
- 1.8. _____ **ENSURE** that press kits, biographies of the Exelon Spokespersons, prior press releases, Chronological Event Description Logs and Public Information Brochures are available to be distributed.
- 1.8.1. _____ **OBTAIN** the biographies, Chronological Event Description logs and press releases from the JPIC Director.
- 1.9. _____ **NOTIFY** the JPIC Director when the JPIC is ready to be declared operational and news media maybe allowed inside.
- 1.9.1. _____ **OBTAIN** the time of the first press conference from the JPIC Director.

ATTACHMENT 6
JPIC COORDINATOR CHECKLIST
Page 2 of 3

2. ONGOING ACTIONS

2.1. ADDRESS the media:

1. **GIVE** the time the first press conference will occur.
2. **EXPLAIN** the facilities available, including telephones and washrooms.
3. **REVIEW** the contents of the press kit.
4. **PASS** out any previously issued press releases, the Chronological Event Description Log and biographies of the spokespersons.

2.2. COORDINATE press conferences, interviews and responses to information requests from the media present in the JPIC.

1. **CONSULT** with the JPIC Director for approximate times for press conferences and then remind them when they are due.
2. **ARRANGE** interviews with Spokespersons per the request of the media.
3. **ESTABLISH** with the JPIC Director, a minimum frequency for addressing news media and ensure that some form of communication occurs within that time frame.
4. **POST** approved Press Releases prominently and have sufficient copies available.

2.3. REVIEW with the Corporate Spokesperson, prior to press conferences, the sequence of speakers and announcements to be made to the media.

1. **INTRODUCE** the speakers at the beginning of the press conference, if requested by the Corporate Spokesperson.
2. **BRING** any unanswered questions to the attention of the JPIC Director
3. **ENSURE** these items are addressed in the next briefing.

2.3.1 ASSIST in documenting unanswered questions and serious public misinformation and **IDENTIFY** to the JPIC Director for resolution.

2.4. PROVIDE the primary interface between Exelon Nuclear and the news media/public, including briefings, press conferences, interviews and responses to information requests.

ATTACHMENT 6
JPIC COORDINATOR CHECKLIST

Page 3 of 3

- 2.5. **WORK** the JPIC Administrative Coordinator, as needed, to obtain additional services to support JPIC operations.
- 2.6. **PERFORM** a shift turnover with on-coming personnel using guidance in EP-AA-112, Attachment 2 (Shift Turnover).

ATTACHMENT 7
TECHNICAL SPOKESPERSON CHECKLIST (Mid-West ROG only)
Page 1 of 2

Section 1, Initial Actions

Section 2, Ongoing Actions

NOTE: Steps in this checklist may be performed in an order other than listed or they may be omitted if not applicable.

1. **INITIAL ACTIONS**

- 1.1. _____ **SIGN IN** on the JPIC Organization Board.
- 1.2. _____ **REPORT** your arrival to the Corporate Spokesperson.
- 1.3. _____ **INITIATE** a position log documenting significant actions performed and communications related to your position.
- 1.4. _____ **CONTACT** the Technical Advisor or the Public Information Director in the EOF and **OBTAIN** an initial update on plant status, classification and station priorities.
- 1.5. _____ **LOGIN** to the computer programs to enable you to access plant data.
- **REFER** to EP-MW-110-100 for instructions for data acquisition.

2. **ONGOING ACTIONS**

- 2.1. **FUNCTION** as a Public Information Official (PIO) for Exelon Nuclear in regards to plant status and plant operations.
- 2.2. **DOCUMENT** unanswered technical questions posed by the news media and forward the questions to the Technical Advisor.
 1. **PROVIDE** follow-up answers to questions, for the news media as soon as is practicable.
 2. **PROVIDE** a follow-up explanation that corrects any misinformation as soon as practicable.
- 2.3. **PREPARE** briefing papers in coordination with the Technical Advisor, which contain additional plant technical details and background not found in the press releases.

ATTACHMENT 7

TECHNICAL SPOKESPERSON CHECKLIST (Mid-West ROG only)

Page 2 of 2

- 2.4. **OBTAIN** or **PREPARE** audio-visual resources, with the assistance of the JPIC Coordinator and JPIC Administrative Coordinator, for use during press conferences.
- 2.5. **OBTAIN** regular updates from the Technical Advisor of plant operations and plant status, in particular, include plant safety systems and reactor integrity.
- 2.6. **PERFORM** a shift turnover with on-coming personnel using guidance in EP-AA-112, Attachment 2 (Shift Turnover).

ATTACHMENT 8
RADIATION PROTECTION SPOKESPERSON CHECKLIST (Mid-West ROG only)
Page 1 of 2

Section 1, Initial Actions

Section 2, Ongoing Actions

NOTE: Steps in this checklist may be performed in an order other than listed or they may be omitted if not applicable.

1. **INITIAL ACTIONS**

- 1.1. **SIGN IN** on the JPIC Organization Board.
- 1.2. **REPORT** your arrival to the Corporate Spokesperson.
- 1.3. **INITIATE** a position log documenting significant actions performed and communications related to your position.
- 1.4. **CONTACT** the Radiological Advisor in the EOF and **REQUEST** an update on:
 - Plant radiological status,
 - Effluent release status (both gaseous and liquid)
 - Results from environmental team monitoring
 - Contamination and/or exposures received during the event
 - Injuries or accidents
- 1.5. **LOGIN** to the computer programs to access plant data.
 - **REFER** to EP-MW-110-100 for instructions on data acquisition.

ATTACHMENT 8**RADIATION PROTECTION SPOKESPERSON CHECKLIST (Mid-West ROG only)**

Page 2 of 2

2. ONGOING ACTIONS**CAUTION**

In the event of a radiological release to the environment, Do **not** provide recommendations to the news media that could result in a Exelon Nuclear advisement of Protective Action Recommendations directly to the Public. All such advisements are made by state authorities, not Exelon.

- 2.1. **FUNCTION** as a Public Information Official (PIO) for Exelon Nuclear in regards to health physics and environmental concerns.
- 2.2. **DOCUMENT** unanswered radiological or environmental questions posed by the news media and forward the questions to the Radiological Advisor in the EOF.
 1. **PROVIDE** follow-up answers to questions for the news media as soon as is practicable.
 2. **PROVIDE** a follow-up explanation that corrects misinformation as soon as practicable.
- 2.3. **PREPARE** briefing papers in coordination with the Radiological Advisor, which contain additional radiological details and background not found in the press releases.
- 2.4. **OBTAIN** or **PREPARE** audio-visual resources, with the assistance of the JPIC Coordinator and the Administrative Coordinator, for use during press conferences.
- 2.5. **OBTAIN** regular updates from the Radiological Advisor on radiological data concerning plant status and in particular concerning any radiological releases from the plant in to the environs that may have occurred or may be planned.
- 2.6. **PERFORM** a shift turnover with on-coming personnel using guidance in EP-AA-112, Attachment 2 (Shift Turnover).

PERSONNEL PROTECTIVE ACTIONS

1. **PURPOSE**

1.1 This procedure provides the necessary guidance used in determining onsite personnel protective actions during an event.

Assembly, Accountability and Evacuation	REFER to Section 4.1
Habitability	REFER to Section 4.2
Emergency Exposure Limits	REFER to Section 4.3
KI Assessment	REFER to Section 4.4

2. **TERMS AND DEFINITIONS**

2.1 Accountability - Accountability is the process of verifying the location of personnel who are inside the Protected Area. That is, any personnel within the Protected Area who have not carded into the card reader will be identified as missing (unaccounted for). Accountability is required to be completed within 30 minutes of its initiation (the names of any missing persons identified by security and the number of missing provided to the Station Emergency Director).

Accountability must be conducted at a Site Area or General Emergency, if not previously initiated. Accountability may be conducted at the Alert level following TSC activation, at the discretion of the Station Emergency Director.

2.2 Assembly - Assembly occurs at a Site Area Emergency (or at the discretion of the Station Emergency Director). On-duty and ERO personnel assemble in the emergency response facilities. All other non-essential personnel, contractors and visitors report to their designated Assembly Area. The Assembly Area is used to coordinate the need for any immediate additional resources and to establish an ERO shift relief roster and schedule.

2.3 Evacuation - A site evacuation is required at the Site Area Emergency classification level immediately following completion of Accountability actions. Site evacuation may be called for at any lower classification; however, conditions that require a site evacuation are inherently defined as Site Area Emergency events and should be classified as such.

Evacuation can involve the movement of large numbers of personnel outside of the Protected Area by keying out of the turnstiles. Evacuation may warrant station egress control by Security. Security will provide specific instructions to personnel leaving the Protected Area. Evacuees may be directed to a Relocation Center (offsite assembly areas) for monitoring and decontamination, or sent home. Other situations that involve the evacuation of personnel from occupied localized onsite areas are controlled on a case-by-case basis.

2.4 Release. A 'Release in Progress' is defined as ANY radioactive release that is a result of, or associated with, the emergency event.

2.5 Thyroid Blocking Agent, an agent which when properly administered to an individual will result in sufficient accumulation of stable iodine in the thyroid to prevent significant uptake of radioiodine. Potassium Iodide (KI) is such an agent.

3. RESPONSIBILITIES

3.1 The Shift Manager (Shift Emergency Director) will perform the responsibilities of the Station Emergency Director until relieved.

3.2 The Station Emergency Director is responsible for the following protective actions:

- Authorization of emergency exposure greater than 5 Rem (per EPA-400 lower limits).
- Authorization for issuance of KI to Exelon Nuclear emergency workers and/or onsite personnel.
- Direction of Assembly, Accountability and Evacuation of personnel.

3.3 The respective Radiation Protection Manager (TSC or EOF) is responsible for approval of emergency exposures below 5 Rem (EPA-400 lower limits) for Exelon personnel associated with response actions under their facility's direction.

4. **MAIN BODY**

NOTE: Protective Actions for the onsite workers shall be based on preventing or minimizing radiological exposures to the emergency workers onsite.

4.1 **Assembly, Accountability and Evacuation**

– REFER to EP-MA-113-100 for MAROG Station instructions.

– REFER to EP-MW-113-100 for MWROG Station instructions.

4.2 **Habitability**

4.2.1 **DETERMINE** if radiological controls are required to protect onsite personnel. The need for radioactive controls shall be based on monitored radioactive releases, exposure levels, and plant status information. Standard Radiation Protection policies and procedures shall form the basis of the decision-making for the administration of radiological controls.

NOTE: The decision to utilize radiological controls that differ from standard Radiation Protection practices shall be documented in position logs.

4.2.2 Radiological controls for continuously occupied areas for emergency workers are to be evaluated using EP-AA-113, Attachment 1, On-Site Habitability Checklist.

4.2.3 Onsite radiological controls shall be used to the extent practical based on the emergency condition. They include but are not limited to the following:

1. **Radiological Access Control for Rad/High Rad Areas** - Access Control is used to limit the personnel who may be exposed to the radiological condition.
2. **Use of Radiological Protective Clothing** - Protective clothing shall be used to limit the spread of radiological contamination and to protect the emergency worker from becoming radiologically contaminated.
3. **Use of Radiological Respiratory Protective Equipment** - Respiratory protective equipment shall be used to limit the inhalation and ingestion of radioactive materials during the course of the emergency event. The need for respirators shall be based on air samples, plant monitoring systems, and plant conditions.
4. **Use of Contamination Control Techniques** - Contamination control techniques such as Step-off Pads, Posting, Contamination surveys, and whole body frisking shall be used to the extent practical based on the emergency condition.

4.3 Emergency Exposure Limits

NOTE: This section implements the requirements of RP-AA-203 and should **not** be revised without first reviewing the requirements of the current revision of the procedure.

- Emergency Exposure Determination	REFER to Section 4.3.1
- Briefing Personnel (greater than 5 Rem TEDE)	REFER to Section 4.3.2
- Authorization (greater than 5 Rem TEDE)	REFER to Section 4.3.3
- Tracking and Recording of Exposures	REFER to Section 4.3.4

4.3.1 Emergency Exposure Determination

NOTE: In certain onsite emergency situations, extremely high dose rates may be encountered (more than 500 Rem/hr). Before a rescue team is committed to life-saving emergency dose limits, weigh the probability of success against the probable cost of the commitment. Specifically there must be reasonable assurance that the victim is in the area and that they are alive or likely to survive.

1. **ASSURE** that the emergency exposure is for a bonafide emergency involving risk of life or limb, or the destruction of valuable property.
 - A. **PLAN** emergency operations prior to entry.
 - B. **WEAR** respiratory protection and protective clothing to reduce contamination where possible.
2. **DETERMINE** if emergency exposure limits in excess of 5 Rem TEDE (EPA-400 lower limits) are required for Exelon emergency workers.
3. If emergency exposure is less than 5 Rem TEDE (EPA-400 lower limits), then **OBTAIN** approval as appropriate:
 - TSC Radiation Protection Manager for onsite Exelon personnel
 - EOF Radiation Protection Manager for Exelon field team personnel

4.3.2 Briefing Personnel (greater than 5 Rem TEDE)

1. For exposures at or above 5 Rem TEDE (EPA-400 lower limits), **COMPLETE** an Authorization for Emergency Exposure Form (Attachment 2).
2. **INFORM** emergency personnel (volunteers) before the fact of possible health effects at the anticipated exposure level using Attachment 3 (Emergency Worker Exposure Limits and Associated Risks).

3. **OBTAIN** emergency worker's acknowledge, in writing on Authorization for Emergency Exposure Form, that they have volunteered and understand the associated risks.
4. **FORWARD** to the completed form to the Station Emergency Director for approval.

4.3.3 Authorization greater than 5 Rem TEDE (EPA-400 lower limits):

CAUTION

Emergency exposure limits greater than 5 Rem TEDE may be applicable for stopping a release, life saving actions, and protection of major equipment and large populations. Emergency exposure greater than 5 Rem TEDE should be voluntarily.

All emergency exposures in excess of 25 Rem TEDE **shall** be voluntary and **shall** be limited to once in a lifetime. Persons who may receive exposures greater than 25 Rem TEDE **shall be fully aware of the risks involved.**

1. **OBTAIN** and **DOCUMENT** Station Emergency Director approval, by signature, for the use of the emergency dose limits above 5 Rem TEDE (EPA-400 lower limits) on the Authorization for Emergency Exposure Form.

NOTE: The decision to authorize personnel exposure per EPA-400 limits is the responsibility of the Station Emergency Director and may **not** be delegated.

2. **NOTIFY** Occupational Health (Medical) Services Department promptly if any EPA-400 dose limit is exceeded.

4.3.4 Tracking and Recording

1. **ESTIMATE** and **RECORD** personnel dose equivalents resulting from any emergency situation.
2. **REPORT** final emergency exposures greater than 5 Rem TEDE (EPA-400 lower limits) to the NRC.

4.4 KI Assessment

- Determination	REFER to Section 4.4.1
- Briefing Personnel	REFER to Section 4.3.2
- Authorization and Issuing KI	REFER to Section 4.3.3

4.4.1 Determination

1. **ASSESS** the potential thyroid exposure of emergency workers in, or projected to be sent into, areas where the possibility exists of exposure to radioactive iodine by either:

A. KI spreadsheet calculation per EP-MW(MA)-110-100 using either:

- Isotopic Analysis of a representative sample
- Gross Analysis of a representative sample

B. Manual calculation per Attachment 4

C. Dose assessment per EP-MW (MA)-110-200

D. Status of the Clad Fission Product Barrier.

NOTE: The effectiveness of potassium iodide as a thyroid blocking agent decreases as a function of time. The effectiveness of potassium iodide is as follows:

- 90% effective if taken immediately prior to or concurrent with exposure to radioactive iodine.
- 50% effective if taken within 3 to 4 hours following exposure.
- Ineffective if taken more than 12 hours following exposure.

2. **EVALUATE** the need to issue KI using Attachment 5, Potassium Iodide (KI) Determination Flowchart.

3. **RECOMMEND** the issuance of one (1) 130 mg KI tablet to each emergency worker affected per day for 10 consecutive days under the following conditions:

- A. Result indicate potential thyroid doses of 50 Rem Committed Dose Equivalent (CDE) or greater from to the inhalation of radioactive iodine.
- B. Personnel will be entering an unknown radiological atmosphere that is suspected to have a high iodine concentration.

4.4.2 Briefing Personnel

NOTE: Persons with a known allergy to iodine should not be considered for work requiring the use of potassium iodide blocking agents.

CAUTION

KI dosage in excess of that recommended by this procedure could lead to possible effects including: rash, swelling of salivary glands, soreness in the teeth and gums, upset stomach and diarrhea.

1. **COMPLETE** a Thyroid Blocking Agent Authorization Form (Attachment 6)
2. **READ**, or instruct the Emergency Worker to read, the FDA KI package insert (Attachment 6) prior to taking or administering KI.

NOTE: Potassium Iodide (KI) has a limited effective shelf life, which may be extended by the manufacturer. Potassium iodide must be stored in sealed containers that are protected from light and are in areas that meet all manufacturers' limitations on temperature variances.

3. **VERIFY** the expiration date of the KI to ensure it is within its acceptable shelf life period prior to being used.

4.4.3 Authorization and Issuing KI

1. **DOCUMENT** the decision to issue KI using Attachment 6, Thyroid Blocking Agent Authorization Form.
 - The Station Emergency Director must authorize issuance of KI to Exelon emergency workers.
2. **ISSUE** of one (1) 130 mg KI tablet to each emergency worker affected per day for 10 consecutive days.
3. **NOTIFY** Occupational Health (Medical) Services Department promptly if KI is issued to Exelon Nuclear personnel or contractors.

5. DOCUMENTATION

None

6. **REFERENCES**

- 6.1 Nuclear Operations Directive NOD-RP.14, "ALARA, Exposure Management, Work Controls and Radiological Monitoring," current revision.
- 6.2 EPA 400-R-92-001, "Manual of Protective Action Guides and Protective Actions for Nuclear Incidents," October 1991.
- 6.3 "Limiting Values of Radionuclide Intake and Air Concentration and Dose Conversion Factors for Inhalation, Submersion, and Ingestion," Federal Guidance Report No. 11, Office of Radiation Programs, U.S. EPA, EPA-520/1-88-020, September 1988.
- 6.4 "Potassium Iodide as a Thyroid Blocking Agent in Radiation Emergency: Final Recommendations on use," Federal Register, Vol. 47, No. 125, June 29, 1982.
- 6.5 "Protection of Thyroid Gland in the Event of Releases of Radioiodine," NCRP Report No. 55, 1977.
- 6.6 Commonwealth Edison Quality Verification Audit Finding, Audit No. CE-92-04, CAR# CE-92-029 (Nov. 18, 1992)
- 6.7 Commonwealth Edison Medical Dept. Procedure and Practice Guideline, "Exposure Evaluation: Ionizing Radiation" (10/5/93).

7. **ATTACHMENTS**

- 7.1 Attachment 1 - On-Site Habitability Checklist
- 7.2 Attachment 2 - Authorization for Emergency Exposure Form
- 7.3 Attachment 3 - Emergency Worker Exposure Limits and Associated Risks
- 7.4 Attachment 4 - Manual KI Calculation
- 7.5 Attachment 5 - Potassium Iodide (KI) Determination Flowchart
- 7.6 Attachment 6 - Thyroid Blocking Agent Authorization Form

ATTACHMENT 1
ON-SITE HABITABILITY CHECKLIST
 Page 1 of 1

LOCATIONS	DOSE RATE (mRem/hr)	ACCUMULATED DOSE (mRem)	SMEARS (dpm)	AIR SAMPLE (uCi/cc)	TIME
OSC					
TSC					
CONTROL ROOM					
SECURITY CAS					
SECURITY SAS					
OTHER CONTINUOUSLY OCCUPIED AREAS:					
(LGS/PB) Chem Lab(s)					
ASSEMBLY AREAS*					

1. Place an Electronic Dosimeter at each location for Dose Monitoring.
2. Air Sample to be taken when directed by the OSC RP Group Lead. If not requested indicate with N/A.

<u>Instrument</u>	<u>Serial #</u>	<u>Cal Due</u>	RPT Signature _____
_____	_____	_____	Date _____
_____	_____	_____	
_____	_____	_____	

* Assembly Areas are not required to be surveyed when they are not occupied.

Emergency Response Facility Radiological Habitability Guidelines
1. Facility Dose Rate: ≥ 100 mRem/hr, or per Rad. Protection Manager direction.
2. Airborne concentrations warrant the issuance of respiratory protection.
3. Any condition, that in the judgment of Station RP management, creates an environment were continued occupancy endangers the health and safety of essential ERO personnel required to occupy facility.

ATTACHMENT 2

AUTHORIZATION FOR EMERGENCY EXPOSURE FORM

Page 1 of 1

NAME: _____ DATE/TIME: ___/___/___ :___

Social Security Number: ___-___-___ Current Annual Exposure: ___ mRem

Reason For Request:

REQUESTING AUTHORIZATION TO EXCEED:

- 5 Rem TEDE (Authorized to receive greater than 5 Rem TEDE but less than 10 Rem TEDE)
- 10 Rem TEDE (Authorized to receive greater than 10 Rem TEDE but less than 25 Rem TEDE)
- 25 Rem TEDE (Authorized to receive greater than 25 Rem TEDE)

* Emergency Worker Signature Date / Time

* Attachment 2 limits and risks have been reviewed and the potential health affects are understood.

Rad. Protection Management (Review) Date / Time

Station Emergency Director (Authorization) Date / Time

The Shift Manager (Shift Emergency Director) may approve prior to transferring Command and Control to the Station Emergency Director.

ATTACHMENT 3

EMERGENCY WORKER EXPOSURE LIMITS AND ASSOCIATED RISKS

Page 1 of 1

EMERGENCY WORKER EXPOSURE LIMITS

The dose-limiting recommendations for emergency situations are as follows:

Dose Limit (Rem TEDE)*	Activity	Condition
5	All	Personnel should be kept within normal 10CFR20 limits during emergencies, except as authorized for activities as indicated below
10	Protecting Valuable Property	When a lower dose is not practical
25	Life Saving or Protection of Large Populations	When a lower dose is not practical
>25	Life Saving or Protection of Large Population	Only on a voluntary basis to persons fully aware of the risks involved

* Dose Equivalent Limit (TEDE in Rem). Workers performing services during emergencies should limit dose to the lens of the eye (LDE) to three times each listed value and doses to any other organ (including skin and body extremities) to ten times each listed value.

EMERGENCY EXPOSURE RISKS

Health effects associated with whole body absorbed doses received within a few hours^a

Dose in rad (≈ Rem DDE)	Percent of population affected by prodromal ^b effects (e.g. reddening of skin, loss of appetite, nausea, fatigue, diarrhea)	Dose in rad (≈ Rem DDE)	Early fatalities ^c (percent affected)
50 rad	2 %	140 rad	5 %
100 rad	15 %	200 rad	15 %
150 rad	50 %	300 rad	50 %
200 rad	85 %	400 rad	85 %
250 rad	98 %	460 rad	95 %

Approximate cancer risk to average individuals from 25 Rem TEDE received promptly

Age at exposure (years)	Risk of premature death (deaths per 1000 persons exposed)	Average years of life lost if premature death occurs (years)
20 to 30	9.1	24
30 to 40	7.2	19
40 to 50	5.3	15
50 to 60	3.5	11

^a Risks will be lower for extended exposure periods.

^b Forewarning symptoms of more serious health effects associated with large doses of radiation.

^c Supportive medical treatment may increase the dose at which these frequencies occur by approximately 50 percent.

ATTACHMENT 4
MANUAL KI CALCULATION
Page 1 of 4

1. **OBTAIN** the individual net count rates (cpm) of the iodine cartridge and pre-filter.
 - Add the count rates together to obtain a total iodine count rate.

2. **DETERMINE** the concentration of I-131 ($\mu\text{Ci/cc}$) by either:

NOTE: The location at which an iodine air sample is collected may affect its suitability. The projected concentrations only apply to time spent where the sample is collected. This method may under-calculate personnel doses from exposures nearer the release point or closer to the plume center line and may over-calculate at farther locations.

- Directly utilizing Table 4-1 results if a standard 30 ft³ volume of air through the cartridge was obtained.
 - Interpolating Table 4-1 results if a standard 30 ft³ volume of air through the cartridge was not obtained.
 - Manually calculating the results using the worksheets below.
3. **ESTIMATE** the exposure time in hours (t).
 4. **CALCULATE** the Committed Dose Equivalent to the thyroid using either:
 - The worksheets below.
 - The KI spreadsheet calculation per EP-MW(MA)-110-100.

ATTACHMENT 4
MANUAL KI CALCULATION
Page 2 of 4

TABLE 4-1
Count Rate to I-131 Concentration Conversion Table for a 30 ft³ Sample*

Net Count Rate (cpm)	I-131 Concentration ($\mu\text{Ci}/\text{cm}^3$)	Net Count Rate (cpm)	I-131 Concentration ($\mu\text{Ci}/\text{cm}^3$)
100	5.86 E-9	8000	
200		9000	
300	1.76 E-8	10,000	5.86 E-7
400		15,000	
500	2.93 E-8	20,000	1.18 E-6
600		25,000	
700	4.12 E-8	30,000	1.76 E-6
800		35,000	
900		40,000	2.35 E-6
1000	5.86 E-8	45,000	
1500		50,000	2.93 E-6
1800	1.06 E-7	100,000	5.86 E-6
2000		150,000	
2500		200,000	1.18 E-5
3000	1.76 E-7	250,000	
3500		300,000	1.76 E-5
4000	2.35 E-7	350,000	
4500		400,000	2.35 E-5
5000	2.93 E-7	450,000	
6000		500,000	2.93 E-5
7000	4.12 E-7		

* This table of data is based on the sum of direct measurements of a 30 ft³ air sample through a silver zeolite cartridge and particulate filter. The cartridge and filter were each contained in a separate plastic bag, counted and then their sum was taken.

The data for Table 4-1 was compiled using a relationship between a known source activity and count rates of the source obtained by station instruments. The source is a 0.0996 μCi simulated I-131 (Ba-133, Cs-137) silver zeolite cartridge, where the activity is uniformly distributed within the cartridge. The source carries a 5-1-88 reference date. The actual activity is 221,000 dpm. The instrument efficiency factor is determined by dividing the count rate cpm by the expected activity (dpm). The average count rate found at the six stations was 2000 cpm. The instrument efficiency factor used in Table 5-1 is 0.00905 cpm/dpm. The station data were collected by trained radiation protection technicians.

ATTACHMENT 4
MANUAL KI CALCULATION
Page 3 of 4

I-131 Concentration Calculation Worksheet

1. Date _____
2. Station _____
3. Monitoring Location _____
4. Cartridge Type - Silver Zeolite or Charcoal (Circle One)
5. Initial Running Flow Time _____ (HH:MM)
6. Final Running Flow Time _____ (HH:MM)
7. Elapsed Sampling Time _____ (min)
8. Average Air Sampling Flow Rate _____ (ft³/min)
9. Time of Air Sample Measurement _____ (HH:MM)
10. Volume
= (Time)(Average Flow Rate)(2.832E4 cm³/ft³)
= (Step 7)(Step 8)(2.832E4 cm³/ft³) = _____ cm³
11. Background Count Rate _____ cpm
12. Prefilter Count Rate _____ cpm
13. Cartridge Count Rate _____ cpm
14. Net Count Rate
= (Step 12 + Step 13) – (2 x Step 11) = _____ cpm
15. I-131 Concentration
= $\frac{\text{Net Count Rate}}{\text{Efficiency Factor} \times 2.22\text{E6 dpm}/\mu\text{Ci} \times \text{Volume}}$
= $\frac{\text{Step 14}}{0.009 \text{ cpm/dpm} \times 2.22\text{E6 dpm}/\mu\text{Ci} \times \text{Step 10}}$ = _____ $\mu\text{Ci}/\text{cm}^3$

ATTACHMENT 4
MANUAL KI CALCULATION
Page 4 of 4

Step 1: Determine the isotopic concentrations

Record the I-131 concentration and calculate the projected concentrations for the remaining halogens.

Isotope	I-131 Conc	Ratio	Conc
I-131	N/A	N/A	
I-132			
I-133			
I-134			
I-135			
Te-132			

Hrs After S/D	I-132	I-133	I-134	I-135	Te-132 Gap	Te-132 Melt
0	1.50	2.13	2.25	1.88	0.00	0.24
1	1.11	2.06	1.02	1.69	0.00	0.24
2	0.82	2.00	0.47	1.53	0.00	0.23
3	0.61	1.94	0.21	1.38	0.00	0.23
4	0.45	1.89	0.10	1.25	0.00	0.23
5	0.34	1.83	0.04	1.13	0.00	0.23
6	0.25	1.78	0.02	1.02	0.00	0.23
7	0.18	1.73	0.01	0.92	0.00	0.23
8	0.14	1.68	0.00	0.83	0.00	0.23
16	0.01	1.32	0.00	0.37	0.00	0.22
24	0.00	1.04	0.00	0.16	0.00	0.21
48	0.00	0.51	0.00	0.01	0.00	0.18
72	0.00	0.25	0.00	0.00	0.00	0.16
96	0.00	0.12	0.00	0.00	0.00	0.14
120	0.00	0.06	0.00	0.00	0.00	0.13
144	0.00	0.03	0.00	0.00	0.00	0.11
168	0.00	0.01	0.00	0.00	0.00	0.10

Note: Mix ratios assume an end of core life source term.
t = exposure period in hours.

$$\text{Thyroid Dose}_i = \text{Concentration}_i \times DCF_i \times \left(\frac{-1}{\lambda} \times e^{-\lambda t} + \frac{1}{\lambda} \right)$$

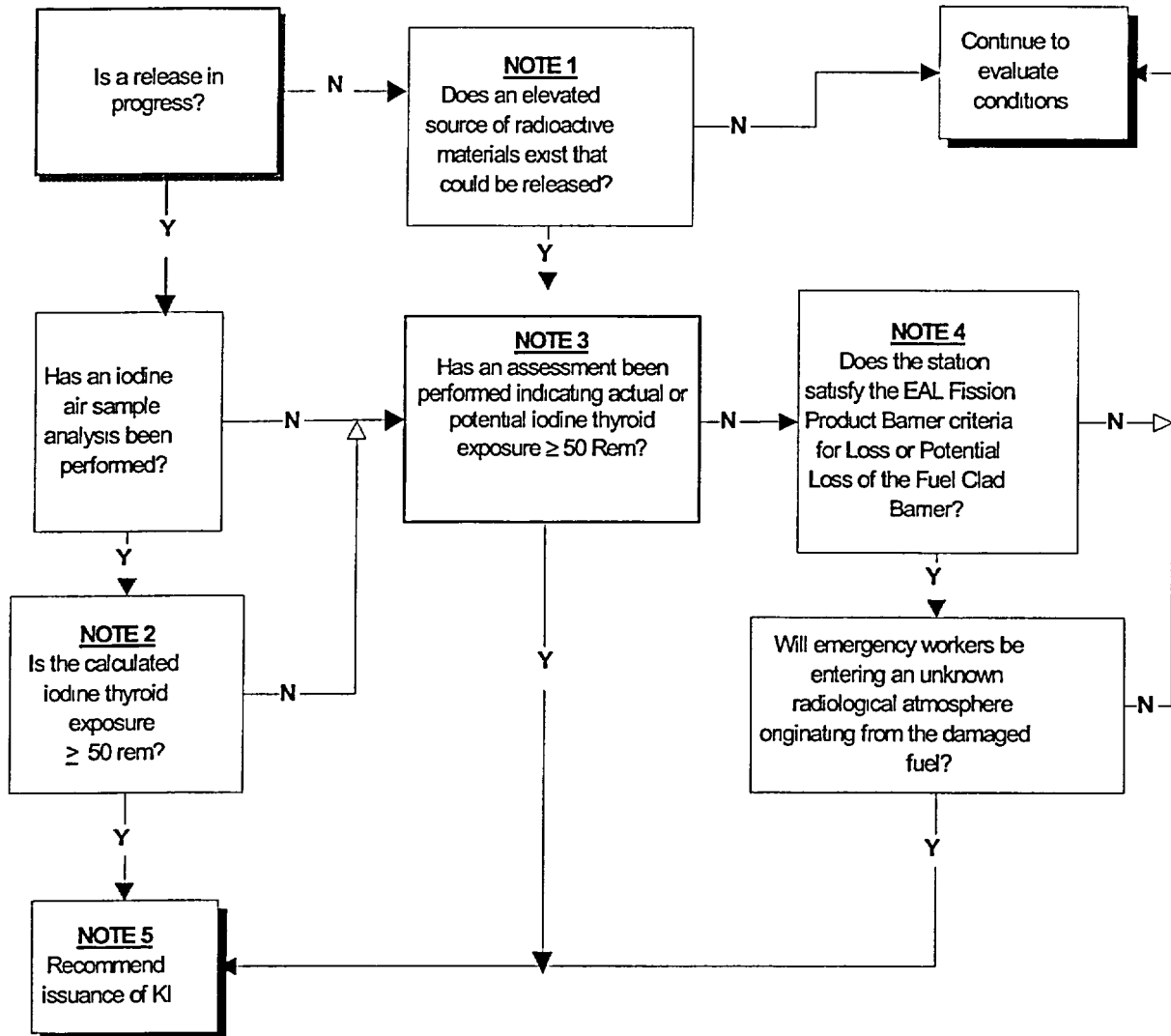
Isotope	$\lambda(\text{hr}^{-1})$	Isotope	$\lambda(\text{hr}^{-1})$
I-131	3.59E-03	I-134	7.88E-01
I-132	3.01E-01	I-135	1.05E-01
I-133	3.33E-02	Te-132	8.86E-03

Step 2: Calculate the dose contribution from each isotope and sum the values

Isotope	Conc	DCF	$(-1/\lambda)$	$e^{-\lambda t}$	$1/\lambda$	Dose
I-131		1.3E+06	-2.79E+02		2.79E+02	
I-132		7.7E+03	-3.32E+00		3.32E+00	
I-133		2.2E+05	-3.00E+01		3.00E+01	
I-134		1.3E+03	-1.27E+00		1.27E+00	
I-135		3.8E+04	-9.52E+00		9.52E+00	
Te-132		2.9E+05	-1.13E+02		1.13E+02	
Total CDE Thyroid Dose						

ATTACHMENT 5
POTASSIUM IODIDE (KI) DETERMINATION FLOWCHART

Page 1 of 1



NOTE 1: Radioactive materials are available for release in quantities greater than normal coolant activity levels.

NOTE 2: Calculations performed per EP-AA-113, Attachment 4.

NOTE 3: Dose Assessment performed per EP-MW(MA)-110-200.

NOTE 4: REFER to the Site Specific "Loss or Potential Loss" criteria indicated on the Fission Product Barrier Matrix for Fuel Clad Barrier for the affected station.

NOTE 5: REFER to EP-AA-113, Attachment 6 for approval.

ATTACHMENT 6

THYROID BLOCKING AGENT AUTHORIZATION FORM

Page 1 of 2

**THYRO-BLOCK®
TABLETS**
(POTASSIUM IODIDE TABLETS, USP)
(pronounced poe-TASS-e-um EYE-oh-dyed)
(abbreviated KI)

TAKE POTASSIUM IODIDE ONLY WHEN PUBLIC HEALTH OFFICIALS TELL YOU IN A RADIATION EMERGENCY, RADIOACTIVE IODINE COULD BE RELEASED INTO THE AIR. POTASSIUM IODIDE (A FORM OF IODINE) CAN HELP PROTECT YOU.

IF YOU ARE TOLD TO TAKE THIS MEDICINE. TAKE IT ONE TIME EVERY 24 HOURS. DO NOT TAKE IT MORE OFTEN. MORE WILL NOT HELP YOU AND MAY INCREASE THE RISK OF SIDE EFFECTS. **DO NOT TAKE THIS DRUG IF YOU KNOW YOU ARE ALLERGIC TO IODINE.** (SEE SIDE EFFECTS BELOW)

INDICATIONS

THYROID BLOCKING IN A RADIATION EMERGENCY ONLY

DIRECTIONS FOR USE

Use only as directed by State of local public health authorities in the event of a radiation emergency

DOSE

Tablets: **ADULTS AND CHILDREN 1 YEAR OF AGE OR OLDER:** One (1) tablet once a day. Crush for small children.
BABIES UNDER 1 YEAR OF AGE: One-half (1/2) tablet once a day. Crush first

Take for 10 days unless directed otherwise by State or local public health authorities

Store at controlled room temperature between 15° and 30° C (59° to 86° F). Keep container tightly closed and protect from light.

WARNING

Potassium iodide should not be used by people allergic to iodine
Keep out of the reach of children. In case of overdose or allergic reaction, contact a physician or the public health authority.

DESCRIPTION

Each THYRO-BLOCK® TABLET contains 130 mg of potassium iodide. Other ingredients: magnesium stearate, microcrystalline cellulose, silica gel, sodium thiosulfate

HOW POTASSIUM IODIDE WORKS

Certain forms of iodine help your thyroid gland work right. Most people get the iodine they need from foods, like iodized salt or fish. The thyroid can "store" or hold only a certain amount of iodine.

In a radiation emergency, radioactive iodine may be released in the air. This material may be breathed or swallowed. It may enter the thyroid gland and damage it. The damage would probably not show itself for years. Children are most likely to have thyroid damage.

If you take potassium iodide, it will fill up your thyroid gland. This reduces the chance that harmful radioactive iodine will enter the thyroid gland.

WHO SHOULD NOT TAKE POTASSIUM IODIDE

The only people who should not take potassium iodide are people who know they are allergic to iodine. You may take potassium iodide even if you are taking medicines for a thyroid problem (for example, a thyroid hormone or anti-thyroid drug). Pregnant and nursing women and babies and children may also take this drug.

HOW AND WHEN TO TAKE POTASSIUM IODIDE

Potassium iodide should be taken as soon as possible after public health officials tell you. You should take one dose every 24 hours. More will not help you because the thyroid can "hold" only limited amounts of iodine. Larger doses will increase the risk of side effects. You will probably be told not to take the drug for more than 10 days.

SIDE EFFECTS

Usually, side effects of potassium iodide happen when people take higher doses for a long time. You should be careful not to take more than the recommended dose or take it for longer than you are told. Side effects are unlikely because of the low dose and the short time you will be taking the drug.

Possible side effects include skin rashes, swelling of the salivary glands, and "iodism" (metallic taste, burning mouth and throat, sore teeth and gums, symptoms of a head cold, and sometimes stomach upset and diarrhea).

A few people have an allergic reaction with more serious symptoms. These could be fever and joint pains, or swelling of parts of the face and body and at times severe shortness of breath requiring immediate medical attention.

Taking iodine may rarely cause overactivity of the thyroid gland, underactivity of the thyroid gland, or enlargement of the thyroid gland (goiter).

WHAT TO DO IF SIDE EFFECTS OCCUR

If the side effects are severe or if you have an allergic reaction, stop taking potassium iodide. Then, if possible, call a doctor or public health authority for instructions.

HOW SUPPLIED

THYRO-BLOCK® TABLETS (Potassium Iodide Tablets, UPS) bottles of 14 tablets (NDC 0037-0472-20). Each white, round, scored tablet contains 130 mg potassium iodide.

WALLACE LABORATORIES
Division of
CARTER-WALLACE, INC.
Cranbury, New Jersey 08512

ATTACHMENT 6

THYROID BLOCKING AGENT AUTHORIZATION FORM

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NAME: _____	Social Security Number: ____ - ____ - ____
NAME: _____	Social Security Number: ____ - ____ - ____
NAME: _____	Social Security Number: ____ - ____ - ____
NAME: _____	Social Security Number: ____ - ____ - ____
NAME: _____	Social Security Number: ____ - ____ - ____
NAME: _____	Social Security Number: ____ - ____ - ____
NAME: _____	Social Security Number: ____ - ____ - ____
NAME: _____	Social Security Number: ____ - ____ - ____
NAME: _____	Social Security Number: ____ - ____ - ____

The above named personnel are hereby authorized to take Potassium Iodide (KI) for the purpose of protection against the inhalation/ingestion of radioactive I-131. The dosage shall be one (1) 130 mg tablet per day for 10 consecutive days.

* Radiation Protection Manager (Reviewed) _____
Date / Time

* Acknowledges that emergency worker(s) have been briefed on the potential health risks associated with KI.

Station Emergency Director (Authorization) _____
Date / Time

The Shift Manager (Shift Emergency Director) may approve prior to transferring Command and Control to the Station Emergency Director.

Nuclear

ASSEMBLY AND SITE EVACUATION

1. PURPOSE

- 1.1. This procedure provides the necessary guidance for the Accountability of personnel within the Station Protected Area by means of assembly in designated areas and the Evacuation of non-essential personnel from the Site.

Accountability / Site Evacuation Guidelines	REFER to Section 4.1
----------------------------------------------------	-----------------------------

Initiation of Accountability / Site Evacuation	REFER to Section 4.2
-------------------------------------------------------	-----------------------------

- Station Emergency Director

Offsite Assembly Areas	REFER to Section 4.3
-------------------------------	-----------------------------

- TSC Radiation Protection Manager
 - Vehicle and Evacuee Control Group Leader
 - Vehicle and Evacuee Control Group Members
-

2. TERMS AND DEFINITIONS

- 2.1. Accountability - Accountability is the process of verifying the location of personnel who are inside the Protected Area. That is, any unaccounted for person that has keyed into the Protected Area will be identified as missing. Accountability is required to be completed within 30 minutes of its initiation (the names of any missing persons identified by security and the number of missing provided to the Station Emergency Director).

Accountability is must be conducted at a Site Area or General Emergency, if not previously initiated and maintained. Accountability may be conducted at the Alert level following TSC activation, at the discretion of the Station Emergency Director.

- 2.2. Assembly – Assembly occurs in conjunction with evacuation and is used to perform accountability of personnel within the Protected Area. On-duty and ERO personnel assemble in the emergency response facilities. All other non-essential personnel, contractors and visitors shall evacuate the site and report to an Offsite Assembly Area if designated based on the event. An Assembly Area is used to coordinate the need for any immediate additional resources and to establish an ERO shift relief roster and schedule.

- 2.3. Evacuation - A site evacuation is required at the Site Area Emergency classification level immediately following completion of Accountability actions. Site evacuation may be called for at the Alert level classification.

Evacuation can involve the movement of large numbers of personnel outside of the Protected Area by keying out of the turnstiles. Evacuation may warrant station egress control by Security. Security will provide specific instructions to personnel leaving the Protected Area. Evacuees may be directed to a Relocation Center (offsite assembly areas) for monitoring and decontamination, or sent home. Other situations that involve the evacuation of personnel from occupied localized onsite areas are controlled on a case-by-case basis.

- 2.4. Owner Controlled Area - Company owned property on which a nuclear station is located and may include Exelon Nuclear leased-lands adjacent to that nuclear station.

3. RESPONSIBILITIES

- 3.1. The *Station Emergency Director* is responsible for implementing personnel accountability and/or the evacuation of non-essential personnel
- 3.2. The *Shift Manager, as Shift Emergency Director*, will assume the responsibilities of the Station Emergency Director prior to TSC activation and the transfer responsibility.
- 3.3. The *TSC Security Coordinator* is responsible for coordinating activities between the TSC and the Station Security force.

4. MAIN BODY

4.1. Accountability / Site Evacuation Guidelines

- 4.1.1. **Accountability** shall be initiated following the classification of a Site Area Emergency or General Emergency and the names for all personnel inside the Protected Area ascertained within thirty (30) minutes of announcing initiation.
1. Accountability and evacuation of non-essential site personnel should also be considered when a security-related Unusual Event or Alert has been declared.
- 4.1.2. A **Site Evacuation** may be initiated anytime prior to the classification of Site Area Emergency if the Station Emergency Director determines excess dose or other danger exists to onsite personnel where positive control over the location and movement on onsite personnel is required.

- 4.1.3. A **Site Evacuation** may be delayed if the health and safety of the plant personnel may be in jeopardy, such as severe weather or due to a security-related Unusual Event or Alert.
- 4.1.4. The **offsite assembly of station evacuees** at designated areas should be used if further radiological monitoring is required due to elevated radiation levels and contamination outside the plant which prohibit the monitoring of personnel as they evacuate from the site.
- 4.1.5. **Protected Area access** is halted during personnel accountability, except for the following:
- Direct approval from the TSC Security Coordinator or Shift Manager
 - Key ("on-call") ERO responders requiring access to staff the Operations Support Center (OSC) and/or Technical Support Center (TSC)
- 4.1.6. **Accountability**, once achieved, will be maintained by restricting Protected Area access and controlling/tracking the movement of on-shift personnel or ERO personnel on site in or out of their respective emergency response facility.

4.2. Initiation of Accountability / Site Evacuation

4.2.1. The *Station Emergency Director* shall:

1. **DETERMINE** if the assembly of non-essential personnel following Site Evacuation is needed to allow for potential monitoring and decontamination based on radiological concerns.
 - A. **If** the assembly of non-essential personnel evacuating the site is **NOT** needed, **then PROCEED** to Step 4 and **DIRECT** non-essential personnel to proceed to home and await further instruction.
 - B. **If** the assembly of non-essential personnel **IS** required, **then CONTINUE** to next step.
2. **DESIGNATE** an assembly area and evacuation route(s) for non-essential personnel, while taking into account the following:
 - Radiological release status
 - Weather conditions, including wind direction (WD)
 - Security threats

- A. If a Security Threat exists, then **DETERMINE** whether an evacuation should be initiated early or delayed, or alternate assembly areas and evacuation routes designated.

Designated Assembly Areas For Non-Essential Personnel

LIMERICK	PEACH BOTTOM (Attachment 1)
<ul style="list-style-type: none"> • If WD (from) is 210° to 260°, then USE the Cromby Generating Station • If WD (from) is 261° to 209°, then USE the Limerick Airport (Pottstown) 	<ul style="list-style-type: none"> • If WD (from) is North to WEST, then USE the North Sub-Station • If WD (from) is South to East, then USE Unit 1

Designated Site Evacuation Routes

LIMERICK	PEACH BOTTOM
<ul style="list-style-type: none"> • If WD (from) is 165° to 215°, then USE the Back Gate only • If WD (from) is 305° to 350°, then USE the Main Gate only • If ANY other WD, then USE both gates based on ED's judgment 	<ul style="list-style-type: none"> • ED judgment. No designated evacuation route options.

3. **NOTIFY** the TSC Radiation Protection Manager and Security Coordinator (or on-shift RP Supervisor and Nuclear Security Supervisor, if TSC is not yet activated) of the impending evacuation and location of assembly area(s) and designated route(s).
- A. If the Security Computer and/or accountability card readers are **NOT** operational, then **INSTRUCT** affected facility(ies) to complete Attachment 5, "Facility Accountability List".
4. **When** prepared, **DIRECT** the Control Room to initiate a Site Evacuation per Attachment 2.
5. **VERIFY** that the TSC Security Coordinator has performed the following:
- A. Sweeps have been initiated to ensure that non-essential personnel have been evacuated from the Owner Controlled Area and that access is being controlled.
- **REFER** to Attachment 3 for an illustration of the Owner Controlled Area (OCA) and a listing of potentially occupied areas outside the Protected Area.

1. If sufficient Security personnel are **NOT** available to perform the verification, **then REQUEST** support from the TSC Maintenance Manager to use OSC personnel to perform OCA notifications.
- B. Appropriate local law enforcement agencies (LLEAs) have been contacted an informed of site evacuation and support requested, if needed, to perform sweeps of and control access to the Owner Controlled Area.
6. **OBTAIN** a listing of unaccounted for personnel from the TSC Security Coordinator within 30 minutes of initiating Accountability.
7. **VERIFY** that appropriate actions have been implemented to ensure continuous Accountability of all onsite personnel through limiting ingress and egress for the Protected Area.
8. **PROVIDE** further direction to assembled ERO members **NOT** considered Essential to support imminent event mitigation activities. Consideration shall be given to relief staffing in support of continuing accident and recovery activities.

4.3. Offsite Assembly Areas

4.3.1. The TSC Radiation Protection Manager shall:

1. **DETERMINE** available RP resources onsite through the TSC Maintenance Manager, or directly with the OSC RP Group Lead if present.
 - A. If sufficient RP staff **IS** present onsite, **then REQUEST** that 3 RP personnel be designated as the Vehicle and Evacuee Control Team, using an OSC Team Request Form (EP-AA-112-200, Attachment 2).
 - B. If adequate RP staff is **NOT** present onsite, **then INITIATE** callouts or contact the EOF Radiation Protection Manager for additional resources from unaffected stations. When responding from offsite, RP personnel should be directed to assembly area.
2. **APPOINT** an RP Supervisor or Technician as Vehicle and Evacuee Control Group Leader, and **PROVIDE** a briefing to team members.
 - A. If responding from offsite, **then PERFORM** this action upon team's arrival at assembly area.

NOTE: Alpha contamination should be considered whenever there is reactor fuel degradation.

4.3.2. The *Vehicle and Evacuee Control Group Leader* shall:

1. **REPORT** to the TSC to obtain a briefing and the keys for assembly area kits. (Keys located in EP key locker)
 - A. If reporting from offsite, then **REQUEST** that the TSC RP Manager arrange for delivery of kits to assembly area.
2. Upon arrival at the Offsite Assembly Area, **ESTABLISH** communications with the TSC RP Manager via portable radio or available telephone.
3. **INSTRUCT** the team members to implement Section 4.4.
4. **ENSURE** an Accountability of personnel at the Offsite Assembly Area using Attachment 4.
5. When all personnel and vehicles have been monitored, and the team is no longer needed for decontamination, **INSTRUCT** them to survey the monitoring areas, themselves, their equipment and vehicle, and return to the TSC, or to the EOF if the TSC is inaccessible.
6. Upon return of the group, **COLLECT** personnel and vehicle survey and decontamination records and **FORWARD** them to the TSC RP Manager.
7. Using completed Vehicle Survey and Decontamination Reports (Attachment 5), **CONTACT** owners and inform them where and when they may pick up their vehicle.
8. **ARRANGE** for return of all contaminated material to the site for disposition in accordance with HP procedures.

4.3.3. The *Vehicle and Evacuee Control Group Members* shall:

1. Upon the direction of the Group Leader, **PROCEED** to the designated offsite assembly area.
2. **OBTAIN** an Assembly Area Kit at the Offsite Assembly Area.
3. **PERFORM** an inventory of the equipment in the kits by comparing contents with the inventory lists contained in the respective kits.
 - A. **PERFORM** battery, calibration and source checks on all instrumentation.
 - B. **REPORT** any missing items or inoperable equipment to the Group Leader and request replacements.

4. **COORDINATE** the set-up of a Personnel Contamination Monitoring Area, a Vehicle Contamination Monitoring Area, and a Vehicle Decontamination Area.

NOTE: Background radiation is to be less than 300 cpm.

PERSONNEL/VEHICLE MONITORING

Priority should be given to the monitoring of personnel. Vehicle monitoring, if necessary, should only be performed when personnel monitoring has been completed.

5. Perform whole body frisk of each individual in accordance Exelon procedures.
 - A. If individuals are found to be contaminated, then **DECONTAMINATE** using approved techniques for personnel decontamination, and **COMPLETE** the documentation described therein.
 - B. **PLACE** all materials used to perform decontamination or other materials, which are found to be contaminated, in plastic bags for disposal and seal with radioactive material tape.

NOTE: While stored at the assembly area, radioactive material must be stored in areas posted in accordance with Exelon procedures.
 - C. If any individual cannot be decontaminated below the release limits specified in Exelon procedures, then **CONTACT** the Vehicle Evacuee and Control Group Leader for further instructions.

NOTE: Personnel at the Offsite Assembly Area who are identified as being contaminated should not be returned to the site for decontamination if a release is ongoing or expected to occur.
6. **PERFORM** vehicle surveys in accordance with Exelon procedures, surveying both the exterior and interior of the vehicle.
 - A. If contamination levels are less than 100 cpm above background, then **RELEASE** the vehicle or equipment by checking the appropriate block on the report.
 - B. If the vehicle is contaminated, then **RECORD** readings on the Vehicle Survey and Decontamination Report (Attachment 5) and **NOTE** contaminated areas and levels on the illustration.
 - C. **MOVE** contaminated vehicles to designated area.

- D. **HANDLE** all materials used to perform decontamination or other materials, that are found to be contaminated, in accordance with Exelon procedures.
- E. **SET UP** the following vehicle areas:
1. For vehicles that cannot be decontaminated after several attempts; and
 2. Designated clean area for checking vehicles once decontamination is completed.
7. **PERFORM** vehicle decontamination as follows upon arrival at the decontamination area using the following techniques:
- NOTE:** Dry methods of decontamination shall be the method of choice. First priority of decontamination shall be to those vehicles needed to support the emergency response for which dry methods will be effective.
- A. **WIPE** down hard, smooth surfaces with dry masslin cloth.
- B. **WIPE** down vehicles with damp cloth.
8. After the initial decontamination, **RESURVEY** the vehicle and record post-decontamination survey results on the copy of Vehicle Survey and Decontamination Report accompanying the vehicle.
- A. **RELEASE** vehicles meeting the release criteria the owner. If owner is **NOT PRESENT**, move vehicle to clean holding area.
- B. If vehicle is still contaminated, then **RETURN** it to the contaminated holding area for further decontamination at a later time.
9. When decontamination operations are complete, **RETURN** completed forms to the Vehicle and Evacuee Control Group Leader and **REMAIN** on-station until released.

5. **DOCUMENTATION** – NONE

6. **REFERENCES** – NONE

7. **ATTACHMENTS**

7.1. Attachment 1, Peach Bottom Assembly (Relocation) Centers

7.2. Attachment 2, Site Evacuation Alarm and Announcement Instructions

7.3. Attachment 3, Owner Controlled Area

7.4. Attachment 4, Offsite Assembly Area Accountability List

7.5. Attachment 5, Vehicle Survey and Decontamination Report

7.6. Attachment 6, Facility Accountability List (Within Protected Area)

ATTACHMENT 1
PEACH BOTTOM RELOCATION CENTERS
Page 1 OF 2

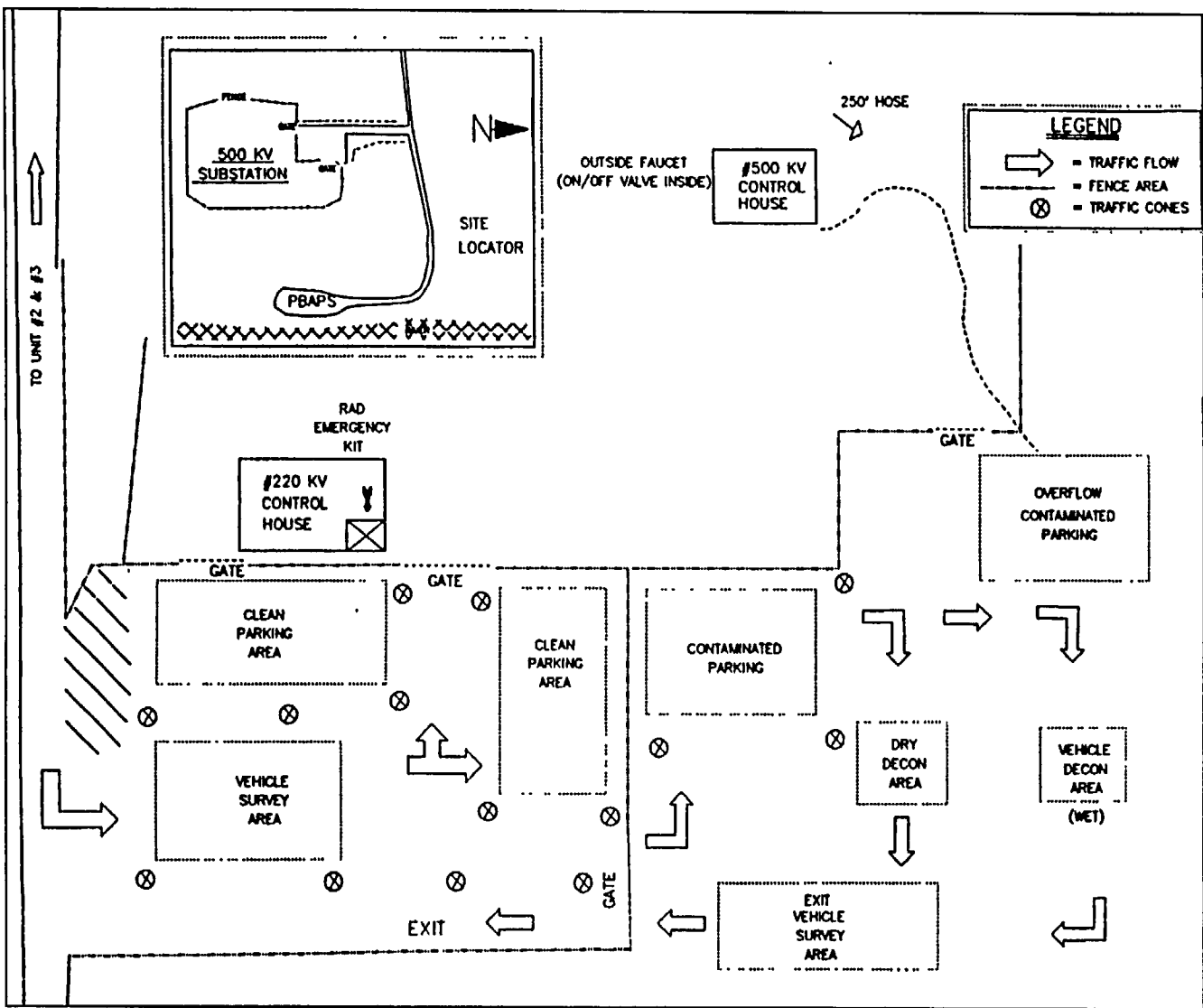
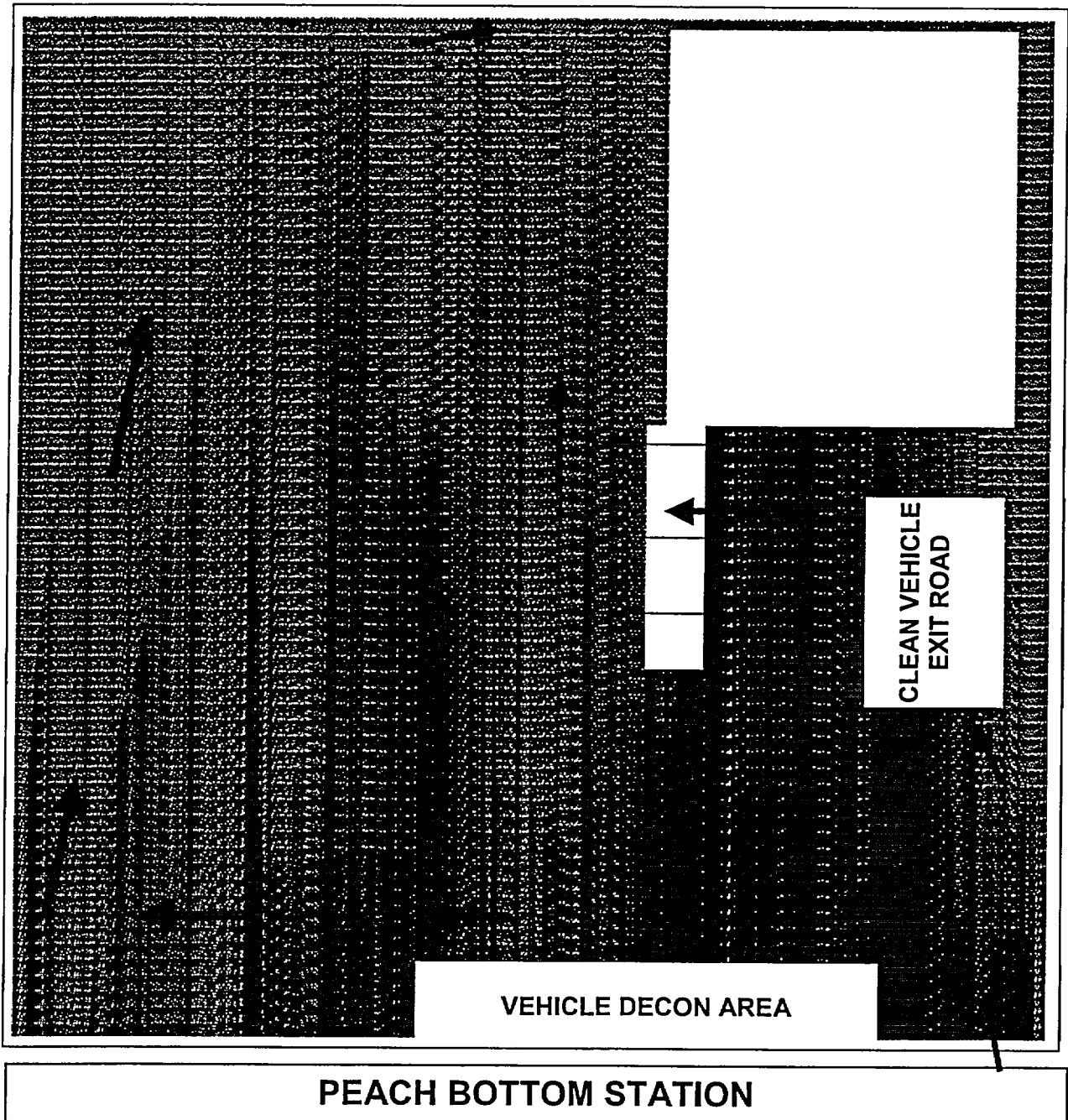


FIGURE 1-1
NORTH SUBSTATION LAYOUT

PEACH BOTTOM STATION

ATTACHMENT 1
PEACH BOTTOM RELOCATION CENTERS
Page 2 OF 2

FIGURE 1-2
UNIT 1 LAYOUT



ATTACHMENT 2
SITE EVACUATION ALARM AND ANNOUNCEMENT INSTRUCTIONS

Table 2-1: Peach Bottom Station

Page 1 of 1

Step 1: **ACTIVATE** the Page Alert Tone and **MAKE** the following announcement over the Plant Public Address (PA) System, twice, in a clear and distinct voice:

"ATTENTION ALL STATION PERSONNEL. THIS [IS / IS NOT] A DRILL.
I REPEAT, THIS [IS / IS NOT] A DRILL.

A SITE EVACUATION HAS BEEN ORDERED. ALL EMERGENCY RESPONSE ORGANIZATION MEMBERS SHALL REPORT TO YOUR RESPECTIVE EMERGENCY FACILITY OR ASSEMBLY AREA. ALL OTHER NON-ESSENTIAL PERSONNEL SHALL EVACUATE IMMEDIATELY TO THE _____ [NORTH SUB-STATION OR PEACH BOTTOM UNIT 1].

Step 2: **SOUND** the Evacuation Alarm

- **ROTATE** the "Evacuation Alarm / MIC Selector" Switch #43, on Diesel Generator Panel 00C026B, to switch Position 6 (PLANT).
- **ACTIVATE** the Evacuation Alarm by pulling the handle OUT.
- **SOUND** alarm for approximately 60 seconds.
- **SECURE** alarm by pushing Switch #43 IN.

Step 3: **ANNOUNCE** message, as state in Step 1, over the Plant Radio System (all channels known to be in use), twice.

Step 4: **ANNOUNCE** message, as state in Step 1, over the Pond Paging System:

- **ROTATE** the "Evacuation Alarm / MIC Selector" Switch #43, on the Diesel Generator Panel 00C026B, while in the IN mode to Position 2 (microphone river speakers).
- **ACTIVATE** the microphone by pulling the handle OUT.
- **REPEAT** the evacuation announcement twice.
- **SECURE** by pushing Switch #43 IN.

Step 5: **REPEAT** Steps 1 through 4 every 10-15 minutes until accountability is complete.

PEACH BOTTOM STATION

ATTACHMENT 2
SITE EVACUATION ALARM AND ANNOUNCEMENT INSTRUCTIONS

Table 2-2: Limerick Station
Page 1 of 2

- Step 1: **ACTIVATE** the Evacuation Alarm
- **SET** the "Siren Tone Generator" selector switch, located on MCR Panel 00C650, to the SIREN (harmonic tone) position.
 - **PULL OUT** the "Evacuation Alarm and River Warning Select" switch, located on MCR Panel 00C650.
 - **ROTATE** the "Evacuation Alarm and River Warning Select" switch to the PLANT ALARM position, and **PUSH** selector switch IN.
 - **SOUND** alarm for approximately 30 seconds.
 - **RETURN** the "Evacuation Alarm and River Warning Select" switch to the OFF position to silence alarm.

- Step 2: ANNOUNCE the following over the Priority Page System:

"ATTENTION ALL STATION PERSONNEL. THIS [IS / IS NOT] A DRILL.
I REPEAT, THIS [IS / IS NOT] A DRILL.

A SITE EVACUATION HAS BEEN ORDERED. ALL EMERGENCY RESPONSE ORGANIZATION MEMBERS SHALL REPORT TO YOUR RESPECTIVE EMERGENCY FACILITY OR ASSEMBLY AREA. ALL OTHER NON-ESSENTIAL PERSONNEL SHALL EVACUATE THE SITE IMMEDIATELY.

EVACUATING PERSONNEL SHALL: [A + B + C]

- A. EXIT THE PROTECTED AREA VIA _____
- Option 1: TSC GUARD STATION EXIT LANES; or
 - Option 2: Designated route based on direction from Security
- B. EXIT THE SITE VIA _____
- Option 1: Front Gate using Evergreen Road; and/or
 - Option 2: Back Gate using Longview Road
- C. ASSEMBLE AT THE _____
- Option 1: Cromby Generating Station; or
 - Option 2: Pottstown – Limerick Airport
 - Option 3: As designated by the Station Emergency Director

- Step 3: Repeat Steps 1& 2.

LIMERICK STATION

**ATTACHMENT 2
SITE EVACUATION ALARM AND ANNOUNCEMENT INSTRUCTIONS**

Table 2-2: Limerick Station

Page 2 of 2

- Step 4: **ACTIVATE** the River Warning System
- **PULL OUT** the “Evacuation Alarm and River Warning Select” switch, located on MCR Panel 00C650.
 - **ROTATE** the “Evacuation Alarm and River Warning Select” switch to the MIKE position, and **PUSH** selector switch IN.
 - **DEPRESS** the “River Broadcast Microphone” pushbutton, on the grey handset, and **BROADCAST** message from Step 2, twice.
 - **VERIFY** that the message is being broadcasted by observing response on the “River Broadcast Speaker Volume Monitor.”
 - **RETURN** the “Evacuation Alarm and River Warning Select” switch to the OFF position to end broadcast.

LIMERICK STATION

**ATTACHMENT 3
OWNER CONTROLLED AREA
Page 1 of 2**

Limerick Generating Station (LGS)	REFER to Table 3-1
Peach Bottom Atomic Power Station (PBAPS)	REFER to Table 3-2

Table 3-1: LGS Potential Occupied Areas Outside the Protected Area

<u>LOCATION</u>	<u>TYPE OF OCCUPANT</u>
1. Materials Management Building	Site personnel
2. Site Management Building	Site personnel
3. Personnel Processing Center	Site personnel
4. Facilities Shop	Site personnel and contractors
5. Limerick Information Center	Site personnel and public
6. 500 KV Yard	Site and outage personnel
7. 220 KV Yard	Site and outage personnel
8. Schuylkill River Pump house	Site personnel
9. Cooling towers, acid houses, trailers, and sampling station	Site, contractors, and outage personnel
10. Cooling tower trailers	Site, contractors, and outage personnel
11. Spray Pond Pump house	Site and outage personnel
12. Radwaste Storage Pad	Site, contractors, and outage personnel
13. Holding pond	Site and contract personnel
14. Chemical drum storage area	Site and contract personnel

**ATTACHMENT 3
OWNER CONTROLLED AREA
Page 2 of 2**

Table 3-2: PBAPS Potential Occupied Areas Outside the Protected Area

<u>LOCATION</u>	<u>TYPE OF OCCUPANT</u>
1. Mason-Dixon trail	Open to Public
2. Dorsey Park & Boat Launch	Open to Public
3. Site Management Building	Full Time
4. Unit #1	Full Time
5. Training Center	Full Time
6. Spent Fuel Storage	Part Time
7. Radwaste Shipping Facility	Part Time

ATTACHMENT 5
VEHICLE SURVEY AND DECONTAMINATION REPORT
Page 1 of 1

LICENSE # _____ STATE _____

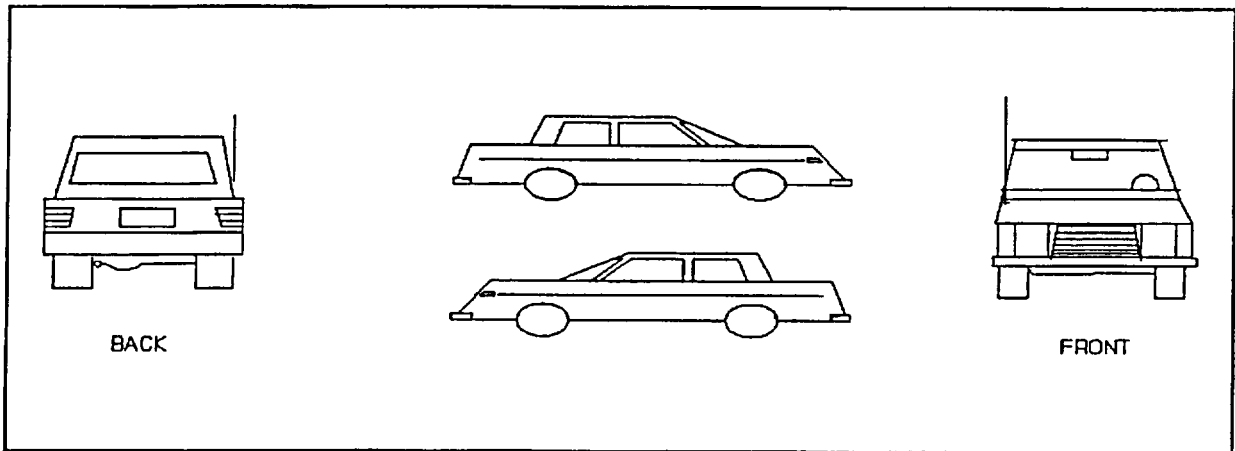
NAME OF OWNER _____ PHONE () _____

ADDRESS (IF NOT EXELON) _____
NUMBER - STREET CITY STATE ZIP

INITIAL SURVEY RESULTS

INSTRUMENT USED _____ DATE _____ TIME _____ SURVEYED BY: _____

MODEL NO. (S/N & PROBE TYPE): _____



____ CLEAN-AUTHORIZED FOR RELEASE ____ CONTAMINATION-DETECTED - RELEASE DENIED

COMMENTS

POST-DECONTAMINATION SURVEY RESULTS

DECONED BY: _____
NAME DATE TIME

DECON METHOD USED: _____

POST-DECON SURVEY RESULTS: _____

FOLLOWUP ACTION REQUIRED: ____ NONE ____ SPECIAL FOLLOWUP (SPECIFY):

NOTIFICATIONS

1. PURPOSE

- 1.1 Provide prompt and accurate notification of nuclear station emergencies to local, state and federal agencies.

State and Local Notification Requirements	REFER to Section 4.1
NRC Notification Requirements	REFER to Section 4.2.1
Completing the Emergency Notification Worksheet	REFER to Section 4.2.2
Transmitting the Emergency Notification Worksheet	REFER to Section 4.2.3

2. TERMS AND DEFINITIONS

- 2.1 Nuclear Accident Reporting System (NARS) is a telecommunication network and form used to transmit information to appropriate State and local agencies.
- 2.2 Emergency Notification System (ENS), is a telecommunications network and worksheet used to transmit information to the Nuclear Regulatory Commission (NRC).

3. RESPONSIBILITIES

- 3.1 The Emergency Director in the Emergency Response Facility (ERF) with Command and Control shall approve and ensure that all NARS and ENS notifications to the NRC and designated State and County agencies are performed accurately and in a timely manner.

4. MAIN BODY

NOTE: If the event escalates to a higher classification before the initial notification can be made, the time requirements for notification of the first classification do not apply.

4.1 STATE AND LOCAL NOTIFICATION REQUIREMENTS

- 4.1.1 **INITIATE** offsite notification within 15 minutes of the following:
1. The declaration of an emergency
 2. Classification escalation
 3. A change in Protective Action Recommendations (PARs)

Mid-West ROG

4. A change in the radioactive release conditions.
5. A change in wind direction that affects a different combination of Subareas when a release is occurring.

4.1.2 **INITIATE** offsite notification as soon as possible, but within one hour of the following:

1. De-escalation of the event
2. Termination/entry into Recovery

4.1.3 **PERFORM** state and local notification in accordance with:

- EP-MA-114-100, MAROG Offsite Notifications
- EP-MW-114-100, MWROG Offsite Notifications

4.2 **NRC NOTIFICATION**

NOTE: The notification requirements are the responsibility of the facility in Command and Control of the event.

4.2.1 **Notification Requirements**

1. **NOTIFY** the NRC Operations Center **IMMEDIATELY** after notification of the appropriate State or local agencies but **not** later than (1) hour after **ANY** of the following:
 - Initial classification or escalation of an event
 - Change in PARs
 - Termination or downgrading of event
 - Entry into the Recovery Phase
2. **PERFORM** additional follow-up notifications to the NRC Operations Center **IMMEDIATELY**, after significant new information is available involving:
 - Further degradation in the level of safety of the plant or other degrading plant conditions occur such that a classification is now applicable, if such a declaration has not been previously made.
 - The results of evaluations or assessments of plant conditions.
 - The effectiveness of response or protective measures taken.
 - Information related to plant behavior that is not understood.

NOTE: 10 CFR 50.72 notifications required by the Exelon Reportability Reference Manual shall be completed and transmitted per station procedures. Notifications to the NRC following a classified event shall comply with the requirements in this Attachment.

4.2.2 Completing the Event Notification Worksheet (ENW)
(REFER to LS-AA-1150, Exelon Reportability Reference Manual)

Mid-Atlantic ROG

An NRC Event Notification Worksheet (ENW) will be used to officially notify the NRC of a change in event classification over the ENS, regardless of whether an open circuit is being maintained.

NOTE: The ENW does not have to be completed once continuous communication is established unless the NRC specifically requests a completed form. If a continuous communication is established, then the ENS Communicator Log is used in lieu of the ENW.

1. **FILL IN** the required information on the upper portion of the form.
 - Notification Time
 - Unit Number
 - Caller's Name
 - Event Time and Date
 - Power Mode before and after the event.
2. **PLACE** a checkmark next to the appropriate event classification.
3. **PROVIDE** a summary of the event in the white space in the center of the form and include any events not understood and any systems that did not function as designed. If more space is needed, **CONTINUE** in the "Event Description" box on the back of the form.
4. **COMPLETE** the information on the lower portion of the form, this includes the extent of notifications performed, Mode of continuing operation and estimated Restart date.

NOTE: The effluent information requested is in units of Ci/sec. The data from station monitors is generally in units of $\mu\text{Ci}/\text{cc}$ or $\mu\text{Ci}/\text{sec}$. Care should be used to ensure the information is provided in the specified units.

5. **PROVIDE** information as necessary on the back of the form including the extent of radiological releases, Reactor Coolant System or Steam Generator tube leak information.
6. **OBTAIN** approval of the completed Event Notification Worksheet from the Emergency Director in Command and Control:
 - Control Room: Shift Emergency Director
 - TSC: Station Emergency Director
 - EOF: Corporate Emergency Director

4.2.3 Transmitting the Event Notification Worksheet

Limerick / Peach Bottom/ Cantera & Coatesville EOF

These facilities use a Company telephone link for required ENS communications. Prior to dialing the number listed as "MAIN" on the phone sticker, you must dial "9" to obtain an outside line.

1. **CALL** the NRC Operations Center.
 - NOTE:** Telephone numbers for the NRC Operations Center can be obtained from:
 - Top of ENW form
 - The sticker on the designated ENS telephone.
 - The ERF Telephone Directory, Support Group Tab.
 - A. If the designated ENS telephone is inoperable, then **CONTACT** the NRC using a commercial telephone.
2. **TRANSMIT** the information from the completed Event Notification Worksheet.
 - A. **AVOID** the use of acronyms, **USE** full System descriptions or component names to describe the event.
 - B. **PROVIDE** information as indicated on the Event Notification Worksheet and any other information requested by the NRC.
 - C. **DOCUMENT** questions that cannot be immediately answered to ensure they are followed up and are responded back to the NRC.

3. **ASK** the NRC if an open line of communications is desired at this time.
 - A. If open line communications is **not** required, then **TERMINATE** the call with the NRC's approval.
 - B. If an open line communication is desired, then **MAINTAIN** communications with the NRC on an ongoing basis and **USE** the Events Log on an ongoing basis to document the information passed to the NRC and the time and date that it was performed.

5. **DOCUMENTATION**

None

6. **REFERENCES**

None

7. **ATTACHMENTS**

None

MAROG NOTIFICATIONS

1. **PURPOSE**

- 1.1 Provide prompt and accurate notification of nuclear station emergencies to local, state and federal agencies.

Completing State/Local Notification Form	REFER to Section 4.1
State/Local Notification Form Transmittal	REFER to Section 4.2
Conducting State Radiological Update	REFER to Section 4.3

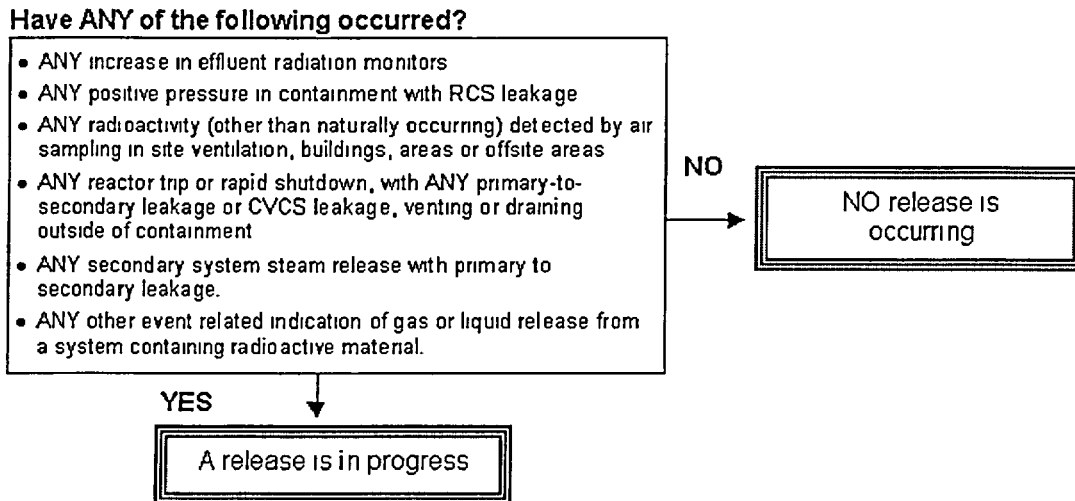
2. **TERMS AND DEFINITIONS**

- 2.1 Nuclear Accident Reporting System (NARS), is a telecommunication network used to transmit information to appropriate State and local agencies within fifteen minutes of event declaration.
- 2.2 "Timeliness" -- For State/Local notification purposes, this is defined as the completion of Initial Roll Call for all required agencies within 15 minutes of the emergency classification time.
- 2.3 "Accuracy" – For State/Local notification purposes, this is defined as correctly indicating the following content blocks on the PA / MD Notifications form:
- Designation ("This is a Drill" or "Actual Event").
 - Identity of site.
 - Event classification.
 - EAL number
 - Non-technical event description
 - Date and time of declaration (or entry into Recovery or Termination).
 - Whether a release is taking place (Note: "Release" means a radiological release attributable to the emergency event.)
 - Wind direction and speed.
 - Whether offsite protective measures may be necessary.
 - Potentially affected Sectors, when a General Emergency is declared.

2.4 Release in Progress: Defined as ANY radioactive release that is a result of, or associated with, the emergency event. The definition requires the assessment of both plant conditions and effluent monitors to fully evaluate the situation.

- If effluent monitors show an obvious increase, there is a release.
- If effluent monitors show a minor increase, a pathway from RCS to Containment to Environment must be evaluated.
- If effluent monitors are by-passed, a pathway from RCS to Containment to Environment must be evaluated.

A illustration is as follows (Note that these MUST be associated with the particular event):



3. RESPONSIBILITIES

3.1 The ***Emergency Director in the Emergency Response Facility (ERF) with Command and Control*** shall ensure that all required notifications and internal communications are performed accurately and in a timely manner.

3.2 ***Designated on-shift personnel*** are responsible for transmitting the State/Local notification over the NARS when the Shift Emergency Director is in Command and Control.

3.3 The ***State/Local Communicator in the TSC*** is responsible for transmitting the State/Local notification over the NARS when the Station Emergency Director is in Command and Control.

3.4 The ***State/Local Communicator in the EOF*** is responsible for transmitting the State/Local notification over the NARS when the Corporate Emergency Director is in Command and Control.

4. MAIN BODY

4.1 COMPLETING STATE/LOCAL NOTIFICATION FORM

4.1.1 Message Number – **ENTER** a sequential number starting with 1.

4.1.2 Status Block

1. **"THIS IS A DRILL"** – This block should be marked during exercises, drills, training sessions, or annual communications tests
2. **"THIS IS NOT A DRILL"** -- This block should be marked to indicate a notification is being performed based on actual plant conditions.

4.1.3 Block 1, Affected Station / Communicator Information – **CHECK** the appropriate affected station.

- Communicator will provide his/her NAME, PHONE NUMBER, and the CURRENT TIME (when the notification is read).

4.1.4 Block 2:

NOTE: Classification level shall indicate the highest classification level for the site (all units). In situations when one unit is affected by unrelated events, classification is the highest level and other conditions should be noted in Block 3 (BRIEF NON-TECHNICAL DESCRIPTION).

1. **CLASSIFICATION** -- **CHECK** the block corresponding to the classification entered
2. **AFFECTED UNIT(S)** – **CHECK** the block(s) corresponding to the unit.
3. **DECLARED AT** -- **ENTER** the TIME & DATE that the accident condition was classified and the EAL # that was used for the classification.

NOTE: The time and date listed are specific to the current classification. When a new form is issued for a change to another part of the form, the time in this block still needs to reflect the time and date of the current classification in effect.

4. **CHANGE IN CLASSIFICATION STATUS** – CHECK the applicable option:

- A. *"INITIAL DECLARATION"* – entry by Control Room into E-Plan.
- B. *"ESCALATION"* – Increase in event severity from previous notification. Used after initial classification.
- C. *"NO CHANGE"* – Used when indicating a change in PAR or other form information without a corresponding classification change.
- D. *"REDUCTION"* – Used for the downgrading of Alert classification to an Unusual Event, or entry into the Recovery Phase from a Site Area or General Emergency, or event termination per EP-AA-111.

4.1.5 **Block 3, Brief Non-Technical Description:**

Provide a simplified explanation for event classification. Avoid the use of acronyms, abbreviations, or other terms that would not be recognized by State and local response agencies. (REFER to Offsite EAL Reference Manual.)

4.1.6 **Block 4, NON-ROUTINE RADIOLOGICAL RELEASE STATUS:**

NOTE: A 'Release Occurring' is defined as **ANY radioactive release that is a result of, or associated with, the emergency event.**

- 1. *"NO"* - Should be marked to indicate that no release is occurring.
- 2. *"AIRBORNE"* - Should only be marked if there is an airborne release in progress, either monitored or unmonitored, out a station stack/vent.
- 3. *"LIQUID"* - Should only be marked if there is an liquid release in progress.
- 4. *"TERMINATED"* - should be marked to indicate that a radioactive release that was OCCURRING has now ended.

4.1.7 **Block 5, Protective Action Recommendation: (General Emergency Only) --**
CHECK applicable Sector blocks for the PAR using Attachment 8 to EP-AA-111, "PAR Determination Flowchart for LGS / PBAPS".

4.1.8 **Block 6, Meteorology:**

Wind speed and direction is normally obtained from the meteorological tower from the affected station using a 15-minute average point from EPDS / PMS.

- 1. **WIND DIRECTION [FROM]** – ENTER the direction from which the wind is coming, in degrees.

2. **WIND SPEED – ENTER** the Wind Speed in “MILES PER HOUR”.

LIMERICK GENERATING STATION			PEACH BOTTOM ATOMIC POWER STATION		
<u>Release Pt.</u>	<u>Primary</u>	<u>Backup</u>	<u>Release Pt.</u>	<u>Primary</u>	<u>Backup</u>
North Stack	Tower 1: 175'	Tower 2: 159'	Main Stack	Tower 2: 320'	Tower 2: 75'
South Stack	Tower 1: 175'	Tower 2: 159'	Vent Stack	Tower 2: 75'	Tower 2: 320'
			Torus Vent	River Twr. 33'	Tower 2: 75'

4.1.9 Status Block -- **ENSURE** option checked is consistent with that selected in Step 4.1.2.

4.1.10 Approved By – **FORWARD** to the Emergency Director in the facility in command and control for approval signature.

- Control Room: Shift Manager (Shift Emergency Director)
- TSC: Station Emergency Director
- EOF: Corporate Emergency Director

4.2 STATE / LOCAL NOTIFICATION FORM TRANSMITTAL

4.2.1 When provided with the completed notification form, the designated communicator shall:

- a. **ENSURE** that “Utility Message No.” has been assigned using a sequential number.
- b. **VERIFY** “Emergency Director Approval” signature have been entered on the top of form.
- c. **REVIEW** form for completeness and **IDENTIFY** any missing information (incomplete blocks) to:
 - Control Room → Shift Manager (Shift Emergency Director)
 - TSC → Station Emergency Director
 - EOF → EOF Director
- d. **SIGN** under “Communicator Review”.

4.2.2 **DIAL** the appropriate CODE listed for the affected station under the Roll Call Box on Page 2 of the PA / MA Event Notification Form (Attachment 1).

1. If the NARS network fails, then **CONTACT** the agencies denoted next to the roll call listing for each Conference Code on the back of the Event Notification Form.

NOTE: The notification must be initiated to all parties within 15 minutes, even if commercial telephone lines are used.

4.2.3 **REPEAT** the following message while allowing for agencies to come on line:

"This is the Exelon Nuclear [Station and Facility originating the call]. Please standby for an notification message."

After approximately 30 seconds, **READ** the following message:

"This is the Exelon Nuclear [Station and Facility originating the call] Please standby to receive a notification message and respond as the roll is called."

4.2.4 **CONDUCT** an initial roll call for the agencies listed on the back of the Event Notification Form.

1. **CHECK** party off, and **RECORD** the time as each required party responds to the roll call.
2. **REPEAT** the roll call for agencies that do not answer.
3. **NOTE** any agencies that do not answer the roll, and **immediately NOTIFY** the Shift Manager or TSC Director as applicable.
4. **COMPLETE** the box at the top of Page 1 of the form labeled **"INITIAL ROLL CALL COMPLETE AT"**.

PERFORMANCE INDICATOR CRITERIA

The Time and Date entered in this box correspond to the completion of the initial roll call and the 15-minute clock for the event notification purposes.

4.2.5 **READ** Blocks one at a time from the approved notification form.

1. **USE** the Phonetic Alphabet for clarity. (**REFER** to Attachment 3.)
2. **SPEAK** slowly and clearly.

4.2.6 **REPEAT** the roll call for each agency listed on the back of the Event Notification Form, and **CHECK** them off as they respond to the roll call.

1. **ASK** if there are any questions about the information provided and **PROVIDE** clarification as needed.
2. **CLARIFY** message data questions at this time.
3. **RECORD** any unanswered questions or inquiries on an Information Request / Message Form (EP-AA-112, Attachment 7).

4.2.7 **READ** the following:

“This concludes the notification message.”

4.2.8 If any agency did **NOT** answer the final roll call, then **CONTACT** that agency via commercial telephone line using the telephone numbers listed.

4.2.9 **INFORM** appropriate facility director when notification is completed to required contacts:

Control Room	→	Shift Manager
TSC	→	TSC Director
EOF	→	EOF Director

Peach Bottom Only

Follow up notifications are **NOT** required to be performed within 15 minutes of event classification. Therefore, these notifications should not be initiated until required notifications to the State(s) and risk counties are completed.

4.2.10 **PERFORM** follow-up notifications to State agencies listed at the bottom of the back page of the notification form.

1. **RECORD** the Date and Time contacted on the back of form in space provided.
2. **READ** Blocks one at a time from the approved notification form using the guidelines outlined above.

4.3 **CONDUCTING STATE RADIOLOGICAL UPDATES**

4.3.1 **CONFIRM** the exact time and basis for update.

4.3.2 **DIRECT** the RPM to complete the State Radiological Update Form (Attachment 2).

4.3.3 **REVIEW** EP-AA-111, Attachment 8 (PAR Determination Flowchart).

4.3.4 **INSTRUCT** the EOF Director to establish the telephone link with Pennsylvania and Maryland Senior State Officials, as applicable.

4.3.5 **REVIEW / APPROVE** the completed State Radiological Update Form.

1. **DIRECT** that 6 copies (minimum) be made for distribution.

4.3.6 **MAKE PA** announcement regarding the meeting time in ED Conference Room and **IDENTIFY** required attendees (State representatives and NRC Site Team Leader / Director of Site Operations).

1. If time permits, then **INFORM** NRC Site Team Leader prior to meeting.

4.3.7 When meeting with State Representatives and NRC, **DELIVER** update on PAR or release status change first.

1. **DOCUMENT** on page of Update form [DEP Indicator].

2. **PROVIDE** additional details.

3. **OBTAIN** a repeat back from Pennsylvania Senior State Official and State of Maryland Representative (if present for PBAPS).

4.3.8 After meeting, **INFORM** the Station Emergency Director (TSC) and **DESCRIBE** any State and/or NRC issues.

5. **DOCUMENTATION - NONE**

6. **REFERENCES**

6.1 Commitments – None

7. **ATTACHMENTS**

7.1 Attachment 1, PA/MD Event Notification Form

7.2 Attachment 2, State Radiological Update Form

7.3 Attachment 3, Phonetic Alphabet

**ATTACHMENT 1
PA / MD NOTIFICATION FORM
Page 1 of 2**

UTILITY MESSAGE NO. _____

EMERGENCY DIRECTOR APPROVAL: _____

PERFORM INITIAL ROLL CALL PRIOR TO TRANSMITTING – Refer to back of Form**TIME INITIAL ROLL CALL COMPLETED: _____**

STATUS: <input type="checkbox"/> This is a drill. <input type="checkbox"/> This is NOT a drill.	1. This is * _____ at <input type="checkbox"/> LIMERICK / <input type="checkbox"/> PEACH BOTTOM Station. My phone number is * _____. The current time is * _____. [* Completed by Communicator at time notification is performed.]																	
2. CLASSIFICATION: <input type="checkbox"/> UNUSUAL EVENT <input type="checkbox"/> ALERT <input type="checkbox"/> SITE AREA EMERGENCY <input type="checkbox"/> GENERAL EMERGENCY <input type="checkbox"/> TERMINATED <input type="checkbox"/> RECOVERY	AFFECTED UNIT(S): <input type="checkbox"/> ONE <input type="checkbox"/> TWO <input type="checkbox"/> THREE DECLARED AT: TIME: _____ DATE: ____/____/____ EAL#: _____	THIS REPRESENTS A/AN: <input type="checkbox"/> INITIAL DECLARATION <input type="checkbox"/> ESCALATION <input type="checkbox"/> NO CHANGE <input type="checkbox"/> REDUCTION - IN CLASSIFICATION STATUS																
3. BRIEF NON-TECHNICAL DESCRIPTION: 																		
4. NON-ROUTINE RADIOLOGICAL RELEASE STATUS: <input type="checkbox"/> NO non-routine radiological release in-progress <input type="checkbox"/> AIRBORNE non-routine radiological release in-progress <input type="checkbox"/> LIQUID non-routine radiological release in-progress <input type="checkbox"/> Non-routine radiological release TERMINATED																		
5. General Emergency classification ONLY: PROTECTIVE ACTION RECOMMENDATION <input type="checkbox"/> NOT APPLICABLE <input type="checkbox"/> EVACUATE 360 DEGREES FROM 0 MILES (SITE BOUNDARY) TO _____ MILES <input type="checkbox"/> EVACUATE THE FOLLOWING SECTORS FROM _____ MILES TO _____ MILES: <table><tr><td><input type="checkbox"/> N</td><td><input type="checkbox"/> E</td><td><input type="checkbox"/> S</td><td><input type="checkbox"/> W</td></tr><tr><td><input type="checkbox"/> NNE</td><td><input type="checkbox"/> ESE</td><td><input type="checkbox"/> SSW</td><td><input type="checkbox"/> WNW</td></tr><tr><td><input type="checkbox"/> NE</td><td><input type="checkbox"/> SE</td><td><input type="checkbox"/> SW</td><td><input type="checkbox"/> NW</td></tr><tr><td><input type="checkbox"/> ENE</td><td><input type="checkbox"/> SSE</td><td><input type="checkbox"/> WSW</td><td><input type="checkbox"/> NNW</td></tr></table>			<input type="checkbox"/> N	<input type="checkbox"/> E	<input type="checkbox"/> S	<input type="checkbox"/> W	<input type="checkbox"/> NNE	<input type="checkbox"/> ESE	<input type="checkbox"/> SSW	<input type="checkbox"/> WNW	<input type="checkbox"/> NE	<input type="checkbox"/> SE	<input type="checkbox"/> SW	<input type="checkbox"/> NW	<input type="checkbox"/> ENE	<input type="checkbox"/> SSE	<input type="checkbox"/> WSW	<input type="checkbox"/> NNW
<input type="checkbox"/> N	<input type="checkbox"/> E	<input type="checkbox"/> S	<input type="checkbox"/> W															
<input type="checkbox"/> NNE	<input type="checkbox"/> ESE	<input type="checkbox"/> SSW	<input type="checkbox"/> WNW															
<input type="checkbox"/> NE	<input type="checkbox"/> SE	<input type="checkbox"/> SW	<input type="checkbox"/> NW															
<input type="checkbox"/> ENE	<input type="checkbox"/> SSE	<input type="checkbox"/> WSW	<input type="checkbox"/> NNW															
6. METEOROLOGY: Wind Direction is FROM _____ (DEGREES FROM) Wind Speed is: _____ (MILES PER HOUR)																		
STATUS: <input type="checkbox"/> This is a drill. <input type="checkbox"/> This is NOT a drill.																		

PERFORM FINAL ROLL CALL UPON COMPLETION – Refer to back of Form

- READ "This concludes the notification message"
- PROVIDE form to the Shift Manager, TSC Director or EOF Director when notification is completed to required contacts.

**ATTACHMENT 1
PA / MD NOTIFICATION FORM
Page 2 of 2**

<u>PEACH BOTTOM</u>	
ROLL CALL	
<u>Conf. Code 33</u>	
<u>Initial / Time Contacted</u>	<u>Final</u>
<input type="checkbox"/> _____ York County Ext. 219 or 9-1-717-854-5571	<input type="checkbox"/>
<input type="checkbox"/> _____ Pennsylvania EMA Ext. 216 or 9-1-800-424-7362 / 9-1-717-651-2001	<input type="checkbox"/>
<input type="checkbox"/> _____ Harford County Ext. 214 or 9-1-410-638-3400 / 9-1-410-638-4900	<input type="checkbox"/>
<input type="checkbox"/> _____ Cecil County Ext. 234 or 9-1-410-398-2222 / - 3815 or 9-1-410-996-5350	<input type="checkbox"/>
<input type="checkbox"/> _____ Maryland EMA 8 am – 5 pm: Ext. 205 or 9-1-410-517-3600 After 5 pm: Ext. 213 or 9-1-410-653-4200	<input type="checkbox"/>
<input type="checkbox"/> _____ Lancaster County Ext. 217 or 9-1-800-808-5236 / 9-1-717-664-1190	<input type="checkbox"/>
<input type="checkbox"/> _____ Chester County Ext. 218 or 9-1-610-344-5100	<input type="checkbox"/>

<u>LIMERICK</u>	
ROLL CALL	
<u>Conf. Code 841</u>	
<u>Initial / Time Contacted</u>	<u>Final</u>
<input type="checkbox"/> _____ Montgomery County Ext. 117 or 9-1-610-631-6531	<input type="checkbox"/>
<input type="checkbox"/> _____ Chester County Ext. 118 or 9-1-610-344-5100	<input type="checkbox"/>
<input type="checkbox"/> _____ Berks County Ext. 119 or 9-1-610-374-4800 or Ext. 115	<input type="checkbox"/>
<input type="checkbox"/> _____ Pennsylvania EMA Ext. 116 or 9-1-800-424-7362 or 9-1-717-651-2001 / -2002 / -2003	<input type="checkbox"/>

FOLLOW-UP NOTIFICATIONS *
(PEACH BOTTOM ONLY)
<input type="checkbox"/> Maryland Dept. of the Environment Emergency ext. 235 or 292
8 am – 5 pm: 9-1-410-631-3183 OR 3868 After 5 pm: 9-1-410-631-3937
Contacted at: _____ / _____
<input type="checkbox"/> PA State Police, York Barracks Ext. 284 or 9-1-717-428-1011
Contacted at: _____ / _____

* **NOT** required within 15 minutes of classification

**ATTACHMENT 2
STATE RADIOLOGICAL UPDATE FORM
Page 1 of 2**

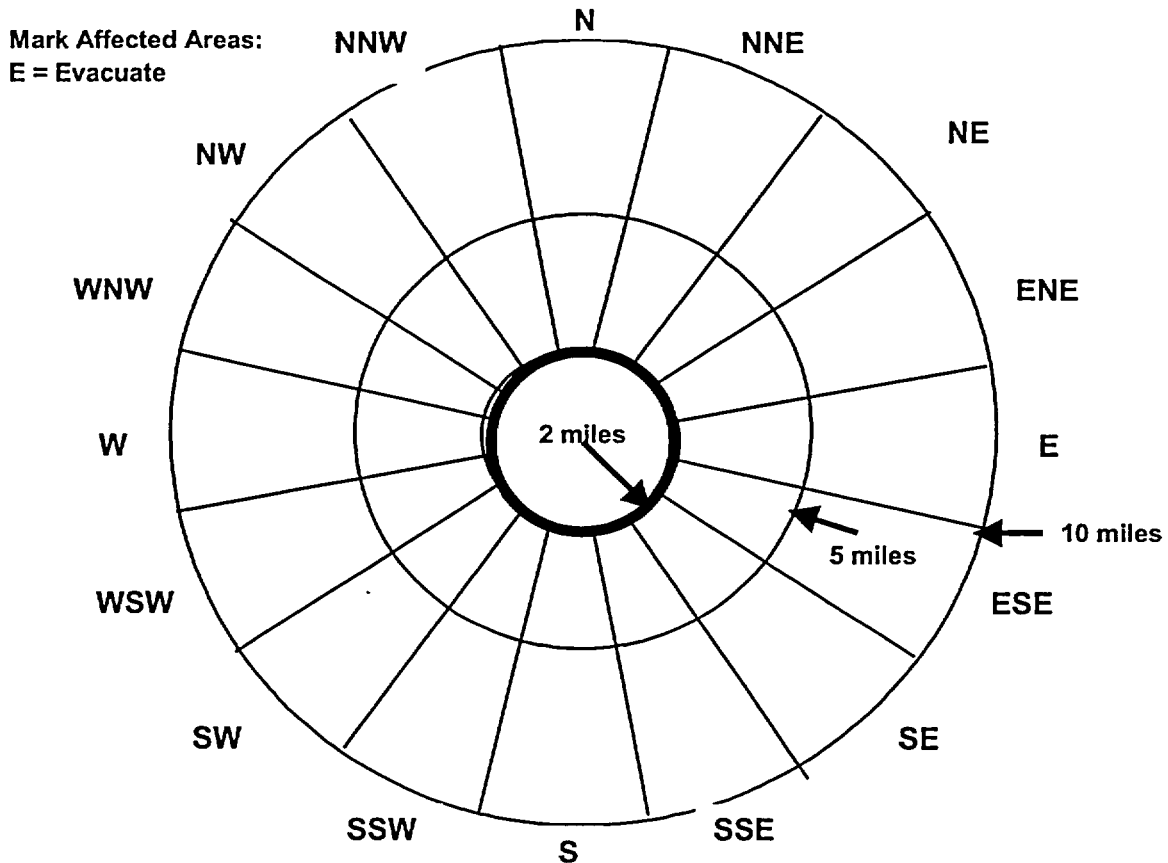
<p>PAR Based On:</p> <ul style="list-style-type: none"> • Plant –based PAR (EP-AA-113, Att. 8) <ul style="list-style-type: none"> <input type="checkbox"/> General Emergency classification <input type="checkbox"/> GE with a LOSS of ALL 3 Fission Product Barriers <input type="checkbox"/> Dose Projection (DAPAR) at _____, indicates: <ul style="list-style-type: none"> Site Boundary: _____ 2 Miles: _____ 5 Miles: _____ 10 Miles: _____ 	<p>PAR Decision at:</p> <p>Date: ___/___/___</p> <p>Time: _____</p> <p>Meteorological Data:</p> <p>Wind Speed: _____ mph</p> <p>Wind Direction (FROM): _____ degrees</p>
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Utility Recommended Actions:

EVACUATE 360 DEGREES FROM 0 MILES (SITE BOUNDARY) TO _____ MILES

EVACUATE THE FOLLOWING SECTORS FROM _____ MILES TO _____ MILES:

<input type="checkbox"/> N	<input type="checkbox"/> E	<input type="checkbox"/> S	<input type="checkbox"/> W
<input type="checkbox"/> NNE	<input type="checkbox"/> ESE	<input type="checkbox"/> SSW	<input type="checkbox"/> WNW
<input type="checkbox"/> NE	<input type="checkbox"/> SE	<input type="checkbox"/> SW	<input type="checkbox"/> NW
<input type="checkbox"/> ENE	<input type="checkbox"/> SSE	<input type="checkbox"/> WSW	<input type="checkbox"/> NNW



Corporate Emergency Director Approval: _____

ATTACHMENT 2
STATE RADIOLOGICAL UPDATE
FORM
Page 2 of 2

<u>PEACH BOTTOM</u>		<u>ROLL CALL</u>	
<u>Initial / Time Contacted</u>		<u>Final</u>	
<input type="checkbox"/> _____ Pennsylvania		<input type="checkbox"/>	
Senior State Official			
Ext. 216			
<input type="checkbox"/> _____ Maryland MDE		<input type="checkbox"/>	
Ext. 235 or 209			

<u>LIMERICK</u>		<u>ROLL CALL</u>	
<u>Initial / Time Contacted</u>		<u>Final</u>	
<input type="checkbox"/> _____ Pennsylvania		<input type="checkbox"/>	
Senior State Official			
Ext. 116			

INITIAL ROLL CALL COMPLETED
AT: _____ / _____ (time / date)

INITIAL ROLL CALL COMPLETED
AT: _____ / _____ (time / date)

ATTACHMENT 3
PHONETIC ALPHABET
PAGE 1 OF 1

A	ALPHA	N	NOVEMBER
B	BRAVO	O	OSCAR
C	CHARLIE	P	PAPA
D	DELTA	Q	QUEBEC
E	ECHO	R	ROMEO
F	FOXTROT	S	SIERRA
G	GOLF	T	TANGO
H	HOTEL	U	ULTRA
I	INDIA	V	VICTOR
J	JULIET	W	WHISKEY
K	KILO	X	X-RAY
L	LIMA	Y	YANKEE
M	MAMA	Z	ZEBRA

RECOVERY FROM A CLASSIFIED EVENT

1. **PURPOSE**

- 1.1 This procedure provides guidance to the Station and Corporate Emergency Directors to accomplish transition to the Recovery phase of an event and performance of activities associated with returning the station to a Forced Outage Management or normal organization. A Recovery Organization may be formed for events classified as an Alert and shall be formed for Site Area or General Emergencies.

Once the plant has been stabilized, contained and controlled, the Recovery phase can be declared. It is the responsibility of the Station Emergency Director, in consultation with the Corporate Emergency Director, to declare entry into Recovery.

Preparations for Entry into Recovery	REFER to section 4.1
Transition and Recovery Following a UE	REFER to section 4.2
Transition Following an Alert or Higher Classification	REFER to section 4.3
Recovery Following an Alert or Higher Classification	REFER to section 4.4

2. **TERMS AND DEFINITIONS**

- 2.1 **ANI** – American Nuclear Insurers
- 2.2 **INPO** – Institute of Nuclear Power Operations
- 2.3 **NEI** – Nuclear Energy Institute
- 2.4 **Recovery Phase** - That period when major repairs are being performed to return the plant to an acceptable condition and the possibility of the emergency condition degrading no longer exists.
- 2.5 **Detailed Incident Report** - A written report that summarizes the facts and assigns corrective actions. The report includes the facts of the emergency, describes the root cause(s) of any emergency response problems and recommends corrective actions.
- 2.6 **Event Summary Report** - A written report summarizing the incident prepared for delivery to offsite authorities. This report is required within 24 hours of terminating an Unusual Event and within 8 hours of terminating any higher event.

- 2.7 Termination - The point at which the classified emergency event is no longer considered to be an emergency. Termination of the emergency is formally identified per EP-AA-114, Notifications.
- 2.8 Transition - The passage from the emergency phase into the Recovery phase of an accident. Transition is the period of time following the stabilization of the emergency when plans and personnel, necessary to the recovery, are developed and identified.

3. RESPONSIBILITIES

- 3.1 The Corporate Emergency Director is responsible for assignment of personnel for the Recovery Organization. A formal Recovery Organization shall be formed for events classified as a Site Area or General Emergency.
- 3.1.1 As a minimum the Corporate Recovery Organization shall include:
- Recovery Director – Reporting to the Chief Nuclear Officer and responsible for recovery planning and overall Exelon activities in coordination with the affected State(s).
 - Recovery Offsite Manager – Reporting to the Recovery Director and responsible for operation of the offsite facilities, communications, interface with purchasing, legal and insurance representatives.
 - Technical Support Manager – Reporting to the Recovery Director and responsible for recovery planning and providing corporate technical and engineering support to the station.
 - Radiation Protection Manager – Reporting to the Recovery Director and responsible for environmental monitoring and providing corporate radiological support to the station.
 - Company Spokesperson - Reporting to the Recovery Director and responsible for media and public information and interfaces.
- 3.2 The Station Emergency Director is responsible for assignment of personnel for the Recovery Organization. As a minimum the Recovery Organization shall include:
- Recovery Plant Manager - Reporting to the Recovery Director and responsible for station recovery planning and overall station activities.
 - Assistant Recovery Plant Manager – Reporting to the Recovery Plant Manager and responsible for operation of the station facilities and communications.

- Operations Manager – Reporting to the Recovery Plant Manager and responsible for recovery planning, plant operations and system manipulations through the Control Room
- Engineering Manager – Reporting to the Recovery Plant Manager and responsible for recovery planning and technical and engineering support.
- Maintenance Manager – Reporting to the Recovery Plant Manager and responsible for plant maintenance and repair activities.
- Radiation Protection Manager – Reporting to the Recovery Plant Manager responsible for all radiological aspects supporting maintenance, operations and Rad Waste processing.

3.3 Each Station and Corporate Manager shall determine the staff needs for their discipline and report their needs to the Recovery Director.

NOTE: Transition to the Recovery Phase cannot be accomplished until the criteria of EP-AA-111, Attachment 1, Termination/Recovery Checklist are met. Entry into the Recovery phase can be accomplished when the Recovery Organization has been assigned appropriate to the specific needs and the Recovery Organization is prepared to take turnover from the Emergency Response Organization.

4. **MAIN BODY**

4.1 **Preparations for Entry into Recovery**

4.1.1 **QUARENTINE** any equipment, facilities or systems which may provide insight into the cause(s) of the event

4.1.2 **REVIEW** the criteria of EP-AA-111, Attachment 1, Termination/Recovery Checklist.

4.1.3 **TRANSITION** into the Recovery phase based on the following:

1. **PROCEED** to Section 4.2 if transitioning to Recovery following an Unusual Event.
2. **PROCEED** to Section 4.3 if transitioning to Recovery following classification that has reached or exceeded an Alert.

4.2 Transition and Recovery Following an Unusual Event

4.2.1 **ENSURE** any reportable event(s) is/are reported per the Reportability Manual.

4.2.2 **ENSURE** that a Root Cause Investigation is initiated in accordance with AD-AA-106, "Corrective Action Program (CAP) Process Procedure."

4.2.3 **ASSIGN** the EP Coordinator or designee to assist with completion of EP-AA-120, Attachment 3, Review of Actual Emergency Events.

4.2.4 **TERMINATE** from the event as follows:

1. **INITIATE** a State/Local notification within one hour of event termination per EP-MA(MW)-114-100. For an Unusual Event, this notification can also be considered the 24 hour Event Summary Report.
2. **INITIATE** an ENS notification for Termination per EP-AA-114.
3. **DIRECT** the announcement of the following message (or similar message) to EOF and plant personnel over the public address system:

"Attention all personnel, attention all personnel. The emergency has been terminated. I repeat, the emergency has been terminated."

4.3 Transition Following an Alert or Higher Classification

4.3.1 **DETERMINE** Emergency Response Facilities staffing requirements until a Recovery Plan Outline, describing the necessary Recovery Organization, has been approved (see Attachment 2, Recovery Plan Outline).

- For events of the Alert classification, Emergency Response Organization personnel may be adequate to perform necessary recovery actions.
- For event classifications of Site Area or General Emergency, the basic Recovery Organization (as illustrated in Attachment 1) shall be established (unless the event was transitory in nature). Additional positions may be assigned to perform specific recovery activities.

NOTE: Detailed plans and procedures are not required to be developed prior to entry into Recovery. However, a Recovery Plan Outline should be completed and the recovery organization management positions identified and ready for staffing.

4.3.2 **DIRECT** the Station Emergency Director and the Corporate Spokesperson to each develop an Issues/Strategies Package and determine the Onsite and Public Information Recovery Organization staffing requirements.

4.3.3 **DEVELOP** an Offsite Issues/Strategies Package and **DETERMINE** the Offsite Recovery Organization staffing requirements using Attachments 4 and 6 for guidance.

4.3.4 **CONVENE** a joint conference with the Corporate Emergency Director, Station Emergency Director, and the Corporate Spokesperson to:

- **REVIEW** the Recovery Issues/Strategies Packages.
- **REVIEW** the Recovery Organization staffing requirements.
- **DEVELOP** and **APPROVE** the Recovery Plan Outline.

4.3.5 **CONDUCT** a formal discussion with regulatory and State authorities to ensure coordination and agreement is met for entry into Recovery.

4.3.6 **PERFORM** notifications to the State, local counties, and NRC to signify entry into Recovery per the following:

- State/Local agencies within one hour of entry into Recovery per EP-MA(MW)-114-100.
- NRC per EP-AA-114

4.3.7 **DIRECT** the announcement of the following message (or similar message) to EOF and plant personnel over the public address system:

“Attention all personnel, attention all personnel. The emergency has been terminated and we have entered Recovery. I repeat, the emergency has been terminated and we have entered Recovery.”

4.3.8 **PERFORM** Recovery phase actions as outlined in Section 4.4.

4.4 Recovery Following an Alert or Higher Classification

NOTE: Select emergency response facilities or portions thereof may remain activated for some time during Recovery.

4.4.1 The Recovery Director should:

1. **MAINTAIN** a log of specific recovery actions taken such as:

- Specific actions taken per this procedure.
- Communication with offsite authorities related to emergency and/or Recovery.
- Any meetings held to discuss conduct or close out of the recovery phase.

- Details on all repair or restoration projects need not be included.
- 2. Within eight (8) hours of entering Recovery, **COMPLETE** an Event Summary Report and transmit it to offsite authorities using Attachment 7, Event Summary Report Format.
- 3. **ENSURE** any reportable event(s) is/are reported per the Reportability Manual.
- 4. **DIRECT** the development of a Recovery Plan and procedures per Attachment 2.
- 5. **COORDINATE** the deactivation of Emergency response Organization, which was retained to aid in Recovery activities.
- 6. **APPROVE** any special procedures developed for corporate and offsite recovery activities.
- 7. As necessary, **DETERMINE** the scope and **DIRECT** the Recovery Plant Manager and the Recovery Offsite Manager to conduct an investigation and develop a Root Cause Investigation Report per AD-AA-106.
- 8. **ENSURE** that sufficient personnel, equipment or other resources from Exelon and other organizations are available to support Recovery activities.
- 9. **DIRECT** and/or **COORDINATE** all actions of the Recovery Organization, and integration of available Federal and State assistance into onsite Recovery activities.
- 10. **APPROVE** any reports released to offsite authorities.
- 11. **COORDINATE** the integration of available Exelon Support with Federal, State and county authorities into required offsite Recovery activities.
- 12. **APPROVE** information released by the Corporate Spokesperson that pertains to the emergency or recovery from the accident.
- 13. **CONSIDER** the following prior to terminating the recovery phase:
 - Onsite and offsite organizations involved with the emergency and the recovery have been apprised of the existing conditions and of the anticipated termination of recovery activities.
 - The news media has received a final status report on the emergency and recovery operations.
 - The emergency response facilities are no longer required, and actions have commenced to restore them to their pre-emergency condition.

- A review of actions taken during the emergency and recovery phases has been conducted and a Prompt Investigation Report has been prepared.
- Necessary revisions to the Emergency Plan and plant procedures have been identified.

14. **TERMINATE** the Recovery Phase when concurrence has been obtained from the NRC and applicable State agencies.

15. **ENSURE** that all emergency records (position logs and forms), are collected and submitted for records retention.

16. **ASSIGN** personnel to assist with completion of EP-AA-120, Attachment 5, Review of Actual Emergency Events.

4.4.2 The Recovery Plant Manager should perform the following as required:

1. **MAINTAIN** a log of specific recovery actions taken such as:
 - Specific actions taken per this procedure.
 - Communication with offsite authorities related to emergency and/or Recovery.
 - Any meetings held to discuss conduct or close out of the recovery phase.
 - Details on all repair or restoration projects need not be included.
2. **CONTINUE** to identify and document issues relating to Recovery operations using Attachment 3.
3. **DEVELOP** an action plan that will transition the Recovery Organization into a normal Forced Outage Organization through OU-AA-102, NGG Forced Outage Management.
4. **DIRECT** all onsite activities in support of the station Recovery effort, and **DESIGNATE** other Exelon Recovery positions, outside of those outlined in Attachment 1, required to support onsite Recovery activities.
5. **COORDINATE** the development and implementation of the Recovery Plan and procedures, with the Recovery Director, per Attachment 2.
6. **ENSURE** that engineering activities to restore the plant are properly reviewed and approved.

4.4.3 The Recovery Offsite Manager should perform the following as required:

1. **CONTINUE** to identify and document issues relating to recovery operations using Attachment 4.
2. **COMMUNICATE** with offsite agencies and coordinate Exelon assistance for offsite recovery activities, including providing liaisons, as needed.
3. **DESIGNATE** other Exelon Recovery positions, as required, in support of offsite Recovery activities.
4. **PROVIDE** post-accident reports to offsite agencies as directed, including the development of offsite accident analysis and radiological release reports (or equivalent) as required.
5. **COORDINATE** Exelon and contractor environmental sampling activities with state and federal agencies. This should include calculations for total population exposure based on data from available sources and/or mathematical modeling.

4.4.4 The Company (Corporate) Spokesperson should direct the following as required:

1. **FUNCTION** as the official spokesperson to the press for Exelon on all matters related to the accident or Recovery activities.
2. **COORDINATE** with non-Exelon public information groups (Federal, State, county, etc.).
3. **COORDINATE** continued media monitoring and rumor control activities.
4. **DETERMINE** what public information portions of the ERO will remain activated to support Recovery activities.
5. **CONTINUE** to identify and document issues relating to recovery operations using Attachment 5.

5. **DOCUMENTATION**

None

6. **REFERENCES**

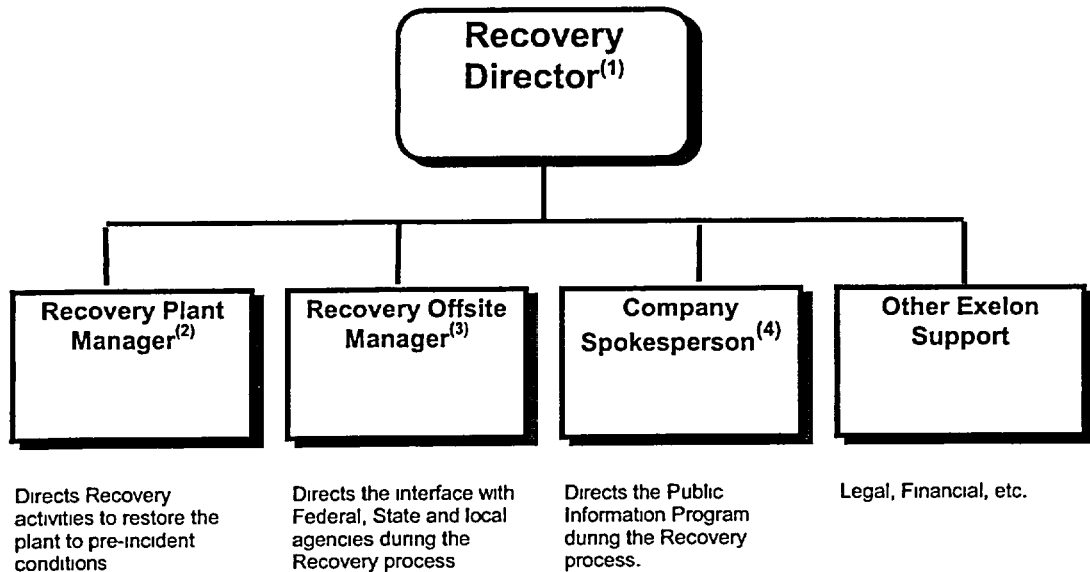
None

7. **ATTACHMENTS**

- 7.1 Attachment 1: Recovery Organization
- 7.2 Attachment 2: Recovery Plan Outline
- 7.3 Attachment 3: Onsite Recovery Issues/Strategies Guide
- 7.4 Attachment 4: Offsite Recovery Issues/Strategies Guide
- 7.5 Attachment 5: Public Information Recovery Issues/Strategies Guide
- 7.6 Attachment 6: Issue/Strategies Form
- 7.7 Attachment 7: Event Summary Report Format

ATTACHMENT 1
TYPICAL RECOVERY ORGANIZATION

Page 1 of 1



NOTES:

- (1) The Recovery Director position will normally be filled by the ROG, Senior Vice President or designee, and Corporate Emergency Director during the interim transition.
- (2) The Recovery Plant Manager position will normally be filled by the Plant Manager or designee, and Station Emergency Director during interim transition.
- (3) The Offsite Recovery Director position will normally be filled by the Emergency Preparedness Manager or designee, and EOF Director during interim transition.
- (4) The Company Spokesperson position will normally be filled by the Corporate Communications Manager or designee.
- (5) The Recovery Organization is to develop an action plan that will transition the Recovery Organization into the Forced Outage Organization provided in OU-AA-102, NGG Forced Outage Management.

ATTACHMENT 2
RECOVERY PLAN OUTLINE

Page 1 of 1

SECTION I. RECOVERY ORGANIZATION

- A. Organization structure
- B. Assignment of authorities/responsibilities

SECTION II. ONSITE RECOVERY PROGRAM

- A. Major Goals
- B. Issues and Strategies

SECTION III. OFFSITE RECOVERY PROGRAM

- A. Major Goals
- B. Issues and Strategies

SECTION IV. PUBLIC INFORMATION RECOVERY PROGRAM

- A. Major Goals
- B. Issues and Strategies

ATTACHMENT 3
ONSITE RECOVERY ISSUES / STRATEGIES GUIDE

Page 1 of 3

NOTE: Attachment 6, Issue/Strategies Form should be used to document items identified during the meeting. Complete as much of the form as possible but only the 'Description of Issue' section needs to be completed.

In addition to the ERO positions listed, members of the Outage Planning group should attend the initial onsite recovery meeting to plan for the Forced Outage needed to restore plant to pre-event condition.

1. **CONVENE** a meeting of key plant ERO personnel. As a minimum the following members attend:
 - Station Emergency Director
 - TSC Director
 - Radiation Protection Manager
 - Maintenance Manager
 - Technical Manager
 - Operations Manager
 - Security Manager
2. **REVIEW** existing conditions, outline the onsite issues to be resolved, and develop an Issues/Strategies Package that will form the basis for the onsite portion of the plant's Recovery Plan. Issues that should be considered include:
3. **CONSIDER** activities being performed by the ERO
 - Identify ongoing activities and determine the need to continue
4. **INITIATE** Equipment Status Verifications
 - Perform/Document secured lineups
 - List/Identify inoperable equipment
 - Hang appropriate Out of Service tags
 - Document temporary repairs/lineup
 - Obtain appropriate samples to verify core status

ATTACHMENT 3
ONSITE RECOVERY ISSUES / STRATEGIES GUIDE

Page 2 of 3

5. **CONSIDER** stabilization of plant systems for long term cooling.
 - Identify present cooling lineup(s)
 - Document available back-up cooling lineup(s)
 - Confirm condition of cooling systems.
 - Develop a plan to transition to long term cooling if required
6. **INITIATE** system repairs and restorations
 - Prioritize out of service equipment for restoration
 - Plan restoration process by milestones
 - Determine testing to increase/ensure equipment reliability
 - Determine long term resolution of temporary repairs
 - Examine options for temporary systems
 - Bring in industry expertise as necessary
 - Ensure proper QA on any repairs made during the emergency
7. **INITIATE** normal Radiological Controls
 - Perform comprehensive surveys of onsite areas
 - Establish additional survey and sampling frequency requirements
 - Determine if additional monitoring equipment is required
 - Develop a decontamination plan based on prioritized recovery of plant areas
 - Commence Bioassay program
 - Contract for large volume decontamination equipment/expertise
8. **PLAN** for contaminated water processing.
 - Identify sources, volumes and activity of water inventories
 - Prioritize clean-up
 - Verify/evaluate condition of existing clean-up systems
 - Establish controls to preclude inadvertent discharges

ATTACHMENT 3
ONSITE RECOVERY ISSUES / STRATEGIES GUIDE

Page 3 of 3

- Evaluate need to contract portable filtering systems/expertise
 - Establish berms and restraints for control and mitigation of spills
 - Evaluate need for additional onsite waste storage capability
 - Evaluate need for additional burial space for waste
9. **CONSIDER** the logistics of the recovery operation.
- Identify additional staffing needs.
 - Obtain necessary damage control equipment.
 - Consider use of outside specialist.
 - Set up training for off normal conditions (ALARA).
 - Consider restricting site access.
 - Order extra RP supplies to support recovery.
 - Evaluate the need for additional security.
 - Evaluate the need for remote technology for inspections and cleanup.
 - Evaluate the need for additional communications capabilities.
10. **COLLECT** documentation
- Initiate actions to complete any required NRC reports per the Reportability Manual.
 - Develop onsite portions of Detailed Incident Report
 - Develop onsite Recovery Plan (short/long term)
 - Write special procedures to perform tasks outside the scope of normal procedures.

ATTACHMENT 4
OFFSITE RECOVERY ISSUES / STRATEGIES GUIDE

Page 1 of 2

NOTE: Attachment 6, Issue/Strategies Form should be used to document items identified during the meeting. Complete as much of the form as possible but only the 'Description of Issue' section needs to be completed during initial meeting.

In addition to the ERO positions listed, the VP-Licensing and Regulatory Affairs or a representative should attend this meeting.

1. **CONVENE** a meeting with the following:
 - Corporate Emergency Director
 - EOF Director
 - Technical Support Manager
 - Radiation Protection Manager

2. **REVIEW** existing conditions, outline the issues to be resolved, and develop an Issues/Strategies Package that will form the basis for the offsite portion of the Recovery Plan. Issues that should be considered include:
 - A. Present Activities Being Performed by EOF Staff
 - Identify ongoing activities and determine the need to continue

 - B. Radiological
 - Evaluate the need for an environmental sampling program.
 - If required, estimate total population dose.
 - Evaluate reentry requirements.
 - Evaluate the need to bring in outside expertise for radiation monitoring.

 - C. Support to Offsite Authorities
 - Consider outstanding requests from offsite authorities
 - Keep offsite authorities apprised of onsite conditions and activities

ATTACHMENT 4
OFFSITE RECOVERY ISSUES / STRATEGIES GUIDE

Page 2 of 2

D. Corporate Interface

- Keep corporate management apprised of conditions and activities.
- Provide information to legal organization as requested.
- Identify issues applicable to HR and Employee Assistance.

E. Logistics

- Identify staffing needs to support offsite recovery activities.
- Identify all non-Exelon personnel and activities currently in place.
- Review equipment and material needs for EOF recovery activities.
- Assist onsite and Public Information organizations in obtaining offsite support.
- Evaluate the need for additional communications capabilities.

F. Documentation

- Direct that an Event Summary Report be prepared
- Develop offsite portions of Detailed Incident Report
- Develop offsite Recovery Plan (short/long term)

ATTACHMENT 5

PUBLIC INFORMATION RECOVERY ISSUES / STRATEGIES GUIDE

Page 1 of 1

NOTE: Attachment 6, Issue/Strategies Form should be used to document items identified during the meeting. Complete as much of the form as possible but only the 'Description of Issue' section needs to be completed during initial meeting.

1. **CONVENE** a meeting with the following:
 - Corporate Spokesperson
 - JPIC Director
 - Public Information Director
 - Technical and Radiation Protection Spokespersons/Advisors
 - Administrative Coordinator

2. **REVIEW** existing conditions, outline the public information issues to be resolved, and develop an Issues/Strategies Package that will form the basis for the public information portion of the plant's Recovery Plan. Issues that should be considered in the formation of the package include:
 - A. Present Activities Being Performed by the Emergency Public Information Organization
 - Identify ongoing activities and determine the need to continue
 - B. Offsite Interface
 - Identify activities needed to keep offsite authorities apprised of Exelon Public Information activities.
 - C. Documentation
 - Develop the Public Information portion of the Recovery Plan

ATTACHMENT 7
EVENT SUMMARY REPORT FORMAT

Page 1 of 1

Date
Time

To: *Offsite Authority* (NRC, State, Local)

From: *Name* (Recovery Manager)

Subject: Event Summary Report of Emergency Declared at Exelon Nuclear XX Station

The Station has:

Entered into Recovery at _____.

Terminated from a _____ classification at _____.

The following is a review of events and items pertaining to *Indicate EAL and Type* reported on _____.

Provide a narrative of the event (describe the event giving the facts of the emergency including as a minimum:)

Initial Conditions

- Provide unaffected unit status
- Provide affected unit status
- Provide any other pertinent equipment or condition status

Initiating and Sequence of Events

Time	Description of event
0810	description of initiating events
0811	Performance of initial notifications to offsite authorities.
0812	Include information on personnel injuries and status. (Do not include name(s) of victims unless the family has been notified)
0813	Requests for offsite assistance, including time and type.
0814	The magnitude of any radiological release and Protective Action Recommendation information as applicable.

Conclusion

- Provide an update of actions taken and results from investigations of the event.
- Exelon contact for any additional information.