

25673N

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Description:

ISSUE OF 1 EMERGENCY PLAN PROCEDURE

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Emer Plan:U1 Mockup	11	1C	
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Training Library	11	1C	
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Unit 1 Control Room	29*	2C	
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Document	Revision	Status	Title
RMT-2080-OSC-001	002	Approved	ACTIVATION AND OPERATION OF THE OSC

Controlled Document Transmittal Receipt and File Acknowledgement:

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REVIEW AND APPROVAL TRACKING FORM

Procedure Information:			
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Title: <u>Activation and Operation of the OSC</u>			
Category (Select One Only):			
<input type="checkbox"/> Correction (Full Procedure)	<input checked="" type="checkbox"/> Change (Full Procedure) with Review of Change Only		
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<input type="checkbox"/> Cancellation	<input type="checkbox"/> New Procedure or Change with Full Review		
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Change Driver/CDI Tracking No(s): _____			<input checked="" type="checkbox"/> N/A
Required Reviews:			
Cross-Discipline Reviews:		Programmatic Reviews:	
<input type="checkbox"/> Chemistry	<input type="checkbox"/> Training	<input type="checkbox"/> ALARA	<input type="checkbox"/> Performance Assurance
<input type="checkbox"/> Maintenance	<input type="checkbox"/> Work Control	<input type="checkbox"/> Bus. Services Proc Grp	<input type="checkbox"/> Reactivity Mgmt Team
<input type="checkbox"/> NDM	<input checked="" type="checkbox"/> <u>SEC/ED</u>	<input type="checkbox"/> Component Engineering	<input type="checkbox"/> SPS (Safety & Health)
<input type="checkbox"/> Operations	<input type="checkbox"/> _____	<input type="checkbox"/> Design Engineering	<input type="checkbox"/> Surveillance Section
<input type="checkbox"/> PA/PV	<input type="checkbox"/> _____	<input type="checkbox"/> Emerg Oper Proc Grp	<input type="checkbox"/> System Engineering
<input type="checkbox"/> Reg Affairs	<input type="checkbox"/> _____	<input type="checkbox"/> Environmental	<input type="checkbox"/> _____
<input type="checkbox"/> RP	<input type="checkbox"/> None Required	<input type="checkbox"/> ISI/IST Coordinator	<input checked="" type="checkbox"/> None Required
<input checked="" type="checkbox"/> Cognizant Org Review: <u>Cindy Haffner</u>		Date: <u>9/27/02</u>	
<input checked="" type="checkbox"/> Technical Review: <u>SKMally</u>		Date: <u>9/30/02</u>	
Concurrence:			
<input type="checkbox"/> Ops Mgr Concurrence: <u>N/A</u>		Date: <u>1/1/</u>	
<input checked="" type="checkbox"/> Owner Concurrence: <u>SKMally</u>		Date: <u>9/27/02</u>	
Package Check:			
Updated Revision Summary attached?		<input checked="" type="checkbox"/> Yes	
10 CFR 50.59 Requirements complete?		Tracking No.: <u>2002-1430-00</u> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> N/A	
Implementation Plan developed? (Ref. Step 3.4.18)		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A	
Package Complete: <u>SKMally</u>		Date: <u>10/3/02</u>	
Approvals:			
PORC Review Required: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Mtg. No.: <u>3972</u>	
Administrative Hold Status: <input type="checkbox"/> Released <input type="checkbox"/> Reissued <input checked="" type="checkbox"/> N/A		CR No.: _____	
Approval Authority Review/Approval: <u>J. Molder</u>		Date: <u>10/14/02</u>	
Expiration Date/Ending Activity: _____		Effective Date: <u>10/9/02</u>	
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Periodic Review conducted?		(Data Sheet 5 Complete) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Follow-up Actions:			
Commitment Database Updated?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A	
NDM notified of new records or changes to records that could affect record retention?		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A	

NDM Use Only	NUCLEAR DOCUMENT MANAGEMENT SECTION	Office Information For Form Tracking Only - Not Part of Form	
	OCT 09 2002	This form is derived from the information in PMP-2010-PRC-002, Procedure Correction, Change, and Review, Rev. 9a, Data Sheet 1, Review and Approval Tracking Form.	
	CONTROLLED DOCUMENT		
		Page <u>1</u> of <u>2</u>	

REVISION SUMMARY

Number: RMT-2080-OSC-001

Revision: 2

Change: 0

Title: Activation and Operation of the OSC

No marginal markings used.

Section or Step	Change/Reason For Change
Note prior to Step 1 of Attachment 1	<p>Change: Changed note to state that the facility should be activated within an hour, rather than having a one hour requirement.</p> <p>Reason: To bring procedure in line with the Emergency Plan which states that one hour activation is a goal.</p>

Office Information For Form Tracking Only - Not Part of Form

This is a free-form as called out in PMP-2010-PRC-002, Procedure Correction, Change, and Review, Rev. 9a.

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Activation and Operation of the OSC			
Reference			Effective Date: 10/9/02
C. J. Graffenius Writer	S.M. Partin Owner	Emergency Planning Cognizant Organization	

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 <small>AMP American's Energy Partner</small>	RMT-2080-OSC-001	Rev. 2	Page 2 of 26
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Reference			Effective Date: / /
<u>C. J. Graffenius</u> Writer	<u>S.M. Partin</u> Owner	<u>Emergency Planning</u> Cognizant Organization	

Figure 2: **Position Descriptions** 24

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1 PURPOSE AND SCOPE

- 1.1 This procedure provides guidance to Operation Support Center (OSC) personnel during emergencies.
- 1.2 Use of this procedure is restricted to emergency conditions or drills/exercises only.

<p>NOTE: If a deviation from Technical Specifications or License Condition is necessary, then refer to 10 CFR 50.54(x) and (y) for requirements.</p>

2 DETAILS

- 2.1 The OSC Manager implements this procedure.
- 2.2 Limit dose to all workers during an emergency to 5 rem whole body unless a dose extension is authorized by the SEC.
- 2.3 This procedure provides guidance through the use of attachments.
- 2.4 Use Attachment 1, Activation, when an emergency is declared.
- 2.5 Use Figure 1, Definitions and Abbreviations, for listing of abbreviations, acronyms, and their meanings.
- 2.6 Figure 2, Position Descriptions contains supplemental directions for ERO personnel.

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2.7 Perform activities based on the following table:

NOTE: O = Optional M = Mandatory

Activity	Attachment	Responsible Position	UE	Alert	Site Area	General
Activation	1	OSC Manager	O	M	M	M
Facility Briefings	2	OSC Manager	M	M	M	M
Habitability	3	RPD		O	M	M
Meteorological Data	4	Maintenance Supervisor		M	M	M
Plant PABX	5	OSC Security		O	M	M
Team Briefing	6	Skills Supervisors		M	M	M
Team Status	7	Resource Coordinator		M	M	M
Personnel Rescue	8	OSC Manager		M	M	M
OSC Shift Designation	9	OSC Manager		M	M	M
Document Transmission	10	Asst. OSC Manager		M	M	M
Exposure Tracking	THP-6010-RPP-705	RPD	M	M	M	M

3 REFERENCES

3.1 Use References:

3.1.1 THP-6010-RPP-705, Manual Access Control.

3.2 Writing References:

3.2.1 Source References

- a. Donald C. Cook Nuclear Plant Emergency Plan
- b. NUREG-0654/FEMA-REP-1, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants
- c. NUREG-0696, Functional Criteria for Emergency Response Facilities

3.2.2 General References

- a. None

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Activation and Operation of the OSC			
Attachment 1	Activation	Pages: 5	

NOTE: The OSC should be activated within 60 minutes of the time of the declaration of an Alert, SAE or GE.

1 Ensure the facility has the following or an acceptable alternate (as determined by the OSC Manager) prior to activation.

1.1 Equipment

- Facility power
- Survey instruments
- Clocks set with the PPC (RDR)

1.2 Communications

- Telephone or radios
- Communications with the TSC
- Manager's telephone bridge

NOTE: The use of non-qualified personnel is permissible provided they are briefed and understand the position specific requirements.

1.3 Personnel

- ☐ OSC Manager or assistant
- ☐ RP Director
- ☐ OSC Boardwriter
- ☐ Maintenance Supervisor
- ☐ RP Technicians (4)(includes personnel reporting to the Control Room)
- ☐ Maintenance Personnel (4)
- ☐ Chemistry Technician (2)(includes personnel reporting to the Control Room)

2 Prior to activation of the OSC, perform a facility briefing.

3 Notify the other facilities that the OSC is activated.

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Activation and Operation of the OSC			
Attachment 2	Facility Briefings		Page: 6

NOTE: Facility briefings should be conducted at least once every 30 minutes unless changing plant conditions warrant more frequent briefings.

- 1 Announce the briefing time 2 to 3 minutes prior to it beginning.
- 2 Ensure everyone is paying attention, there are no phone conversations or side discussions taking place, and personnel should restrict movement during the brief.
- 3 Perform the briefing. (Time limits are for reference only.)
 - 3.1 Current Plant Status (1- Minute Maximum)
 - Major on-going events
 - Major Equipment out of service
 - Prognosis
 - Significant radiological problem areas
 - Direction of airborne release, if known
 - 3.2 Current Classification (30-Seconds Maximum)
 - 3.3 Status of the OSC (for initial briefings up to and including activation)
 - OSC equipment or communications problems
 - Activation Status
 - Problems delaying activation
- 4 Identify any High Priority information that the TSC is waiting for from the OSC (30 seconds maximum).
- 5 Identify the OSC's first priority (15 seconds maximum).
- 6 Request updates from the OSC team on important information or problems
 - Don't solve the problems here. Delegate; then update at the next briefing if necessary.

Reference	RMT-2080-OSC-001	Rev. 2	Page 7 of 26
Activation and Operation of the OSC			
Attachment 3	Habitability		Page: 7

- 1 Periodically assess OSC for protective actions (evacuation, KI administration) for OSC personnel based upon the following:

Whole Body Dose Rate	100 mR/hr. dose rate	Evacuate OSC within 1 hr.
Total Effective Dose Equivalent	3 rem individual(s) cumulative dose	Evaluate need for affected individual(s)
I-131 Airborne Concentration	2E-6 $\mu\text{Ci/cc}$ *	Evacuate OSC immediately AND recommend KI administration *

* KI should be distributed when activity reaches approximately 2E-6 $\mu\text{Ci/cc}$ of I-131. KI is available in the OSC RPD office. Use Data Sheet 3, KI Consent Form.

- 2 Post OSC according to RP procedures.
 - Post signs and control points where necessary.
- 3 Perform routine habitability surveys where and when necessary.
 - 3.1 Check plant areas for habitability where plant personnel are assembled:
 - Both Control Rooms
 - Operations Shift Manager's Office
 - Central Alarm Station (CAS)
 - Secondary Alarm Station (SAS)
 - TSC
 - Assembly Areas
 - North Access Control
 - South Access Control
- 4 Perform routine plant surveys where necessary.
 - 4.1 Check plant areas for habitability as directed by RPD.
 - Turbine Building
 - Auxiliary Building
 - Inside the Protected Area
- 5 Request assistance from the EOF.
 - Survey plant areas outside the Protected Area

Reference	RMT-2080-OSC-001	Rev. 2	Page 8 of 26
Activation and Operation of the OSC			
Attachment 4	Meteorological Data		Pages: 8 - 9

NOTE: This attachment is ONLY required if Met Data cannot be obtained from the PPC (RDR).

- 1 To obtain local Met Tower data:
 - 1.1 Obtain the keys to the Met Tower from the OSC key box in the RP supply room.
 - 1.2 Contact the affected Control Room prior to obtaining the Met Data.
 - 1.3 Proceed to the Met Tower, located east of the plant across Red Arrow Highway.
 - 1.4 Take directions from the EOF.
- 2 Open the box (on the North wall) housing the data logger.
- 3 Remove the blue ribbon cord plug from the receptacle near the center of the data recorder.
- 4 Plug the other blue ribbon cord from the keypad into the receptacle on the data recorder where the previous plug was removed.

NOTE: Pressing "A" will advance to the next parameter, pressing "B" will backup one parameter.

- 5 Establish communications using the data recorder key pad by pressing:
 - a. *
 - b. *
 - c. 6
 - d. A

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Attachment 4	Meteorological Data		Pages: 8 - 9

- 6 Obtain the requested parameters, using the following table of codes:

Parameter	Code
Wind Speed at 10 meters (m)	01
Wind Speed at 60 m	02
Wind Direction at 10 m	03
Wind Direction at 60 m	04
Temperature at 10 m (°C)	05
Delta Temperature (60 - 10 m)	06
Dew Point at 10 m	07
Precipitation	08

- 7 Communicate requested Data to the EOF.
- 8 UPON completion of obtaining Met Data, THEN:
- 8.1 Remove the keypad ribbon from the receptacle.
- 8.2 Plug the data recorder ribbon into the receptacle.
- 8.3 Close the data logger box.
- 8.4 Exit and lock building.
- 8.5 Return to the OSC or as directed by the EOF or OSC.
- 8.6 Return the keys to the key box.

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Attachment 5	Plant PABX		Page: 10

- 1 Perform the following to bar the plant PABX:
 - Proceed to the PABX room, located 2nd floor, Lakeside Office Building.
 - Turn Switch # 1 from "Normal" to "Emergency".
 - Turn Switch # 2 from "Normal" to "Emergency".
 - Report position of the PABX switch to the OSC Manager.
- 2 WHEN it is desired to unbar the PABX System, THEN perform the following:
 - Turn Switch # 1 from "Emergency" to "Normal".
 - Turn Switch # 2 from "Emergency" to "Normal".
 - Report position of the PABX switch to the OSC Manager.

Reference	RMT-2080-OSC-001	Rev. 2	Page 11 of 26
Activation and Operation of the OSC			
Attachment 6	Team Briefings		Pages: 11 - 12

NOTE: The following teams are automatically dispatched as soon as the appropriate personnel are available:

- Two Offsite survey teams (Designated as Teams #1 and #2))

1 Onsite Teams

1.1 Obtain the Team Request Form.

1.2 Determine Initial Plant Conditions.

1.3 Determine the type of team needed:

- Damage Control
- Rescue
- Survey

1.4 Assemble appropriate team members.

1.5 Complete Team Briefing Form.

1.6 Conduct Data Sheet 1, Team Briefing and consider the following:

- Determine tools and equipment needed to complete mission
- Determine drawings/prints needed for mission
- Determine protective clothing needed for mission
- Determine respiratory equipment needed for mission
- Determine the need for potassium iodide tablets
- Determine in-plant route to follow

1.7 Notify Resource Coordinator prior to leaving OSC

1.8 Update Team Status Board

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Attachment 6	Team Briefings		Pages: 11 - 12

1.9 Ongoing Mission Status Reports:

- Brief the appropriate skills supervisor approximately every 15 minutes
- The skills supervisor will brief the assistant OSC Manager on the field team status for Team Status Board Updates.

1.10 Mission Completion:

- Check in with the Resource Coordinator
- De-Brief with appropriate skills supervisors, RPD, and Assistant OSC Manager and complete Data Sheet 2, Team De-Briefing Form.
- Update Team Status Board
- Brief the TSC

2 Offsite Teams

2.1 Offsite Briefing:

- Determine if a radiological release is in progress
- IF the EOF is activated, THEN contact the FMT Coordinator in the EOF, for survey instructions
-OR-
- IF the EOF is not activated, and a release is in progress, THEN information needs to be provided to the offsite team(s) by the Control Room or TSC (such as):
 - Release point
 - Wind direction
 - Wind speed

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Attachment 7	Team Status		Page: 13

1 Appropriate Skills Supervisors

1.1 Obtain the following information from the Field Team(s), approximately every 15 minutes.

- Job progress
- Problems encountered
- Dose levels
- Dose rate levels
- Estimated job duration

1.2 Brief Team Status to the Assistant OSC Manager.

2 Assistant OSC Manager

2.1 Update Team Status Board in the OSC Manager's Office.

2.2 Brief the TSC.

Reference	RMT-2080-OSC-001	Rev. 2	Page 14 of 26
Activation and Operation of the OSC			
Attachment 8	Personnel Rescue	Pages: 14 - 15	

1 Personnel Rescue

- Medical emergencies have priority.
- Consideration should be given to the radiological exposure already obtained by the injured person and rescue personnel.
- Consider plant conditions prior to leaving the OSC (plant lighting, radiation levels, steam line breaks, etc.).
- Consider Dose Extension paperwork. This can be done during the team briefing.
- Dose extensions should be automatic for life saving and rescue missions.
- Dose extensions **CAN NOT** be approved for personnel if they have already exceeded their limits.

2 Assign two individuals to the team at a minimum.

- Assign a RP Technician and a plant EMT to the team if possible or have one readily available.
- Assign an OSC person to receive continuous radio transmissions from the rescue team.
- Provide a short briefing to the team. (A briefing form does not need to be completed prior to the team being dispatched out of the OSC.)

3 Consider the following safety concerns (Activities in hazardous areas).

- Be aware of hazardous material exposure areas.
- Be aware of entries into confined areas.
- Caution should be taken in areas where fires are present or could start.
- Consider moving the person out of the area if high radiation levels are present.
- Deviation from normal RP controls and policies is only permitted when it has been identified to be a life-threatening situation.

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Attachment 8	Personnel Rescue		Pages: 14 - 15

4 Rescue Actions

4.1 Report findings to the Operations Shift Manager (or Designee) and OSC:

- Number of injured personnel (if known)
- Nature and severity of injuries
- Contamination levels (if known)
- Location of injured personnel
- Cause of injury (if known)
- Special medical needs
- Ambulance/hospitalization required
- Is additional assistance required from the OSC

5 Egress Actions

5.1 Contact the Operations Shift Manager and request the location on the ambulance.

5.2 Notify the Operation's Shift Manager to notify the hospital(s) to prepare to receive contaminated or non-contaminated patient(s) from the plant.

5.3 Inform the hospital of the patient(s) status.

5.4 Transport the patient(s) to the ambulance.

5.5 Report patient(s) conditions to the ambulance personnel:

- Injuries
- First Aid measures taken
- Patient's current condition
- Radiological status
- Contamination status

6 Debrief with OSC

- Complete De-Briefing form

Reference	RMT-2080-OSC-001	Rev. 2	Page 16 of 26
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Attachment 9	Shift Designation		Pages: 16 - 17

NOTE: Obtain individual phone numbers from the Emergency Response Organization Phone Directory.

- 1 Facility Managers coordinate shift turnovers to ensure plant conditions allow individuals to report to their respective facilities without undue risk or exposure.
- 2 Facility Managers should determine manpower resources required for next shift designation and report this to the EOF Security Director.
- 3 Next Shift Notification
 - 3.1 Provide a list of the current OSC responders to the EOF Security Director.

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Attachment 9	Shift Designation	Pages: 16 - 17	

Position Title	Name
OSC Manager	
Asst. OSC Manager	
OSC Boardwriter	
Maintenance Supervisor	
RP Director	
Chemistry Supervisor	
Resource Coordinator	
Mechanic (3)*	
Electrician (4)*	
I&C Technician (4)*	
Welder (2)*	
Chemistry Technician (3)*	
RP Technician (7)*	
Driver (2)	
Fire Brigade	
Security	

* These OSC responders do not carry ERO pagers and must be contacted by phone.

Reference	RMT-2080-OSC-001	Rev. 2	Page 18 of 26
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Attachment 10	Document Transmission/Distribution	Page: 18	

NOTE: Some of the facility Fax machines are designated within the phone directory as TRANSMIT and others as RECEIVE. These Fax machines should remain in their designated mode to better facilitate communications between facilities.

- 1 Ensure the Fax machine's date and time is set correctly.
- 2 Obtain the Fax machine phone numbers for the facilities from the Emergency Response Organization Phone Directory.
- 3 IF an incoming Fax is NOT specifically addressed to an individual or position, THEN distribute the incoming Fax within the facility as directed by the document.
- 4 Copy and distribute incoming documents within the facility as directed by the document.
- 5 Log all incoming and outgoing Fax's in the facility Fax Log.
- 6 Utilize the following table for directions on the distribution of material:

Document	Destination	Frequency	Additional Instructions
Team Request Form	Assistant OSC Manager	As Available	Incoming team request from the TSC.
Boardwriter Notes	OSC Personnel	As Available	The boardwriter notes shall be distributed to the OSC Manager, RPD, and posted for OSC skilled personnel.
Dialogic Persons Responding Report	OSC Manager	As Available from Dialogic	ERO personnel responding to emergency or next shift.

Reference	RMT-2080-OSC-001	Rev. 2	Page 19 of 26
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Data Sheet 1	Team Briefing Form		Page: 19

Team Mission:

Team Number:

Team Priority:

Team Members:

ACAD Number

TL -

Team Mission Details:

Turn Back Dose Rate:

Turn Back Dose:

Dosimetry
Required

Protective Clothing
Required

Respiratory
Required

Potassium Iodide Required: YES / NO

Dose Extension Approved: YES / NO

Limits:

Rem TEDE

Rem Thyroid CDE

Special Instructions:

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Data Sheet 2	Team De-Briefing Form		Page: 20

Team Mission:

Team Number:

Team Leader:

Work Performed:

Problems Encountered:

Radiological Conditions:

Notes:

Was Mission Completed: YES / NO

Were KI Tablets Ingested: YES / NO

Reference	RMT-2080-OSC-001	Rev. 2	Page 21 of 26
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Data Sheet 3	KI Consent Form		Page: 21

WHO SHOULD NOT TAKE POTASSIUM IODIDE TABLETS

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

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 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 had an allergic reaction with more serious symptoms. These could be fever and joint pains; swelling of parts of the face and body and at times severe shortness of breath requiring immediate medical attention.

Taking iodide 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 side effects are severe or a possible allergic reaction occurs, notify plant RP or your immediate supervisor.

DOSAGE: Take one tablet a day for a total period of ten (10) days. Report to RP each day to receive your KI dose or take it on your own if RP gave the whole bottle to you.

INDIVIDUAL RIGHTS: The use of KI as a thyroid blocking agent is voluntary. If you have a known allergy to iodide or iodine, do not participate in this activity. If you choose to participate, you must complete this KI CONSENT FORM.

I, _____, volunteer to receive 130 milligrams per day of the thyroid blocking agent potassium iodide (KI), for a period of the next ten (10) days consecutive days. I have been informed of the intent and possible consequences of the use of potassium iodide.

Signature: _____ Date: _____

KI administration has been authorized
by the SEC: _____

Time / Date

Dosage/Date Taken: 1 / _____, 2 / _____, 3 / _____, 4 / _____, 5 / _____,
6 / _____, 7 / _____, 8 / _____, 9 / _____, 10 / _____

RP Supervisor/Engineer Review: _____
Upon completion of KI Administration

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Activation and Operation of the OSC			
Figure 1	Definitions and Abbreviations		Pages: 22 - 23

Term	Meaning
ALARA	As Low As Reasonable Achievable
CDE	Committed Dose Equivalent
ED	Emergency Director
EMT	Emergency Medical Technician
EOF	Emergency Operations Facility
ERO	Emergency Response Organization
FMT	Field Monitoring Team
GE	General Emergency
KI	Potassium Iodide
OSC	Operations Support Center
PABX	Private Automated Branch Exchange (Plant Telephone System)
PPC	Plant Process Computer
RAC	Radiological Assessment Coordinator
RDR	Real-Time Data Repository
RP	Radiation Protection
RPD	Radiation Protection Director
SAE	Site Area Emergency
SEC	Site Emergency Coordinator
SPO	Security Post Order
TEDE	Total Effective Dose Equivalent
TL	Team Leader

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TLD	Thermoluminescent Dosimeters
TSC	Technical Support Center
UE	Unusual Event

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Figure 2	Position Descriptions		Pages: 24 - 26

The position descriptions provided are intended as guidance. Deviations and additions to these descriptions are allowed as long as the accomplished objectives can be achieved.

OSC Manager

- Directs and coordinates OSC activities
- Activates the OSC
- Maintains constant communications with the other facility managers on the "Managers Bridge"
- Updates OSC members through facility briefs on the status of the emergency approximately every 30 minutes

Assistant OSC Manager

- Reports to the OSC Manager
- Assumes the duties of the OSC Manager in his absence
- Assist in the briefs of the OSC Teams
- Distributes all-purpose message forms as needed
- Maintains the OSC Team Board in the OSC Manager's office
- Directs the de-briefs of the teams upon returning to the OSC

RP Director

- Reports to the OSC Manager
- Briefs the OSC Teams on radiological concerns
- Obtains plant conditions from the Radiological Assessment Coordinator in the TSC
- Directs and coordinates the activities of the RP Technicians
- Assists in the de-briefs of the teams upon returning to the OSC

OSC Boardwriter

- Reports to the Asst. OSC Manager
- Obtains data from the other facilities and the OSC that is considered common to all facilities and the affected Control Room in a chronological order
- Provides other facilities with information and decisions generated in the OSC
- Maintains the Emergency Classification Board with the proper emergency classification, classification time, and reasons for the classification
- Documents incoming messages or inquiries to other OSC personnel on all-purpose message forms and forwards them to the Asst. OSC Manager
- Provides the OSC Manager/Asst. OSC Manager, RP Director, and skilled personnel with copies of board data
- Maintain the Fax Logbook

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Maintenance Supervisor

- Reports to the OSC Manager
- Directs and coordinates the activities of the Maintenance personnel
- Briefs the Maintenance Teams prior to being dispatched
- Assists in the de-briefs of the teams upon returning to the OSC
- Communicates information from the teams in the field and advises team status back to the Asst. OSC manager

Chemistry Supervisor

- Reports to the OSC Manager
- Directs and coordinates the activities of the Chemistry Technicians
- Assist in the de-briefs of the Chemistry teams upon returning to the OSC

RP Technicians

- Reports to the RP Director
- Provides radiological support and coverage to ERO Teams and Facilities
- Performs plant habitability surveys

Maintenance Personnel

- Reports to the Maintenance Supervisor
- Performs maintenance activities as directed

Chemistry Technicians

- Reports to the Chemistry Supervisor
- Performs chemistry activities as directed

Off-Site Survey Drivers

- Upon initial arrival to the OSC, reports to the RP Director
- After leaving site, reports to the FMT Coordinator in the EOF
- Drives the RP Survey Team as directed by the FMT Coordinator

Resource Coordinator

- Reports to the Asst. OSC Manager
- Maintains the OSC Team Status Board
- Coordinates Teams in and out of the OSC

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Fire Brigade

- Reports to the OSC Manager
- Provides Fire Protection Services to the OSC Manager
- Coordinates OSC and plant activities pertaining to fighting, HAZMAT and rescue concerns

OSC Security Officer

- Reports to the OSC Manager
- Maintains the emergency key cards and plant keys
- Bars the PABX as directed