



Indian Point 3

AP-18.2
Revision 10

Attachment 1
Page 1 of 1

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35 RAMPOLLA M (VOLUME I ONLY)	OFFICE OF EMERG MANAGE	PUTNAM
41 SIMULATOR	TRAIN (UNIT 3/IPEC ONLY)	48-2-A
107 QA MANAGER	QA (UNIT 3/IPEC)	TRL #2A
319 C. STELLATO (NRQ-OPS TRN)	NRQ (UNIT 3/IPEC ONLY)	#48
354 L. GRANT (LRQ-OPS/TRAIN)	LRQ (UNIT 3/IPEC ONLY)	#48
376 E-PLAN STAFF	E-PLAN (ALL EP'S)	EOF
424 J. CHIUSANO (OPS INSTR)	(UNIT 3/IPEC ONLY)	#48
510 L. GRANT (LRQ-OPS/TRAIN)	LRQ (UNIT 3/IPEC ONLY)	#48
511 L. GRANT (LRQ-OPS/TRAIN)	LRQ (UNIT 3/IPEC ONLY)	#48
512 C. STELLATO (NRQ-OPS TRN)	NRQ (UNIT 3/IPEC ONLY)	#48
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517 PLANT MANAGER'S OFFICE	ADMIN/ (UNIT 2/IPEC ONLY)	IP2
518 DOCUMENT CONTROL	UNIT 2 (UNIT 2/IPEC ONLY)	IP2
520 CONTROL ROOM (UNIT 2)	OPS (UNIT 2 & IPEC ONLY)	IP2
521 SIMULATOR	TRAIN (UNIT 2/IPEC ONLY)	IP2
522 NRC RESIDENT	US NRC (UNIT 2/IPEC ONLY)	IP2
523 ROBERT VOGLE (UNIT 2)	TRAIN/LIB (ALL EP'S)	TODDVILLE
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Please update your controlled copy of the documents listed below as specified with the copy(s) attached. It is requested that the update be completed within 3 days of the effective date shown on the document cover page.

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

Entergy Nuclear
Indian Point Nuclear Generating Station
Emergency Planning Department
Buchanan Service Center
Broadway & Bleakley Aves.
Buchanan, NY 10511
Attn: Document Custodian

Document #	Document Name	New Rev. #/ Date	Old Rev. #/ Date	Instructions
TOC	Emergency Plan Implementing Procedures Table of Contents	11/20/02	10/31/02	Replace entire document
IP-1019	Coordination of Corporate Response	11/20/02	10 9/06/01	Remove document insert entire document
IP-1030	Protective Action Recommendations	11/20/02	7 9/23/02	Remove document insert entire document

Update completed as specified:

Signature of Controlled Copy Holder

Date

Unit 2 Emergency Plan Implementing Procedures Table of Contents

Procedure No.	Procedure Title	Rev. No.	Effective Date
IP-1001	Mobilization of Onsite Emergency Organization	13	5/25/01
IP-1002	Emergency Notification and Communication	28	8/21/02
IP-1003	Planned Discharge of Containment Atmosphere During Accident Conditions	7	4/16/01
IP-1004	Post Accident Offsite Environmental Surveys, Sampling and Counting	5	9/1/99
IP-1007	Cancelled – Replaced by IP-EP-310	-	-
IP-1008	Personnel Radiological Check and Decontamination	7	4/29/02
IP-1009	Radiological Check and Decontamination of Vehicles	7	9/1/99
IP-1010	Central Control Room	8	10/31/02
IP-1011	Joint News Center	8	8/29/02
IP-1012	Onsite Medical Emergency	10	5/25/01
IP-1013	Cancelled – Replaced by IP-EP-410	-	-
IP-1014	Radiological Check of Equipment Before It Leaves the Site	6	9/1/99
IP-1015	Radiological Surveys Outside the Protected Area (Title Change)	10	9/19/02
IP-1016	Cancelled – Replaced by IP-EP-510	-	-
IP-1019	Coordination of Corporate Response	11	11/20/01
IP-1020	Airborne Activity Determination	8	01/12/01
IP-1021	Cancelled	-	-
IP-1022	Cancelled – Replaced by IP-EP-510	-	-
IP-1023	Operations Support Center (OSC)	19	8/21/02
IP-1024	Emergency Classification	11	7/11/02
IP-1025	Cancelled	-	-
IP-1026	Emergency Data Acquisition	1	10/31/02
IP-1027	Personnel Accountability and Evacuation	17	8/21/02
IP-1030	Emergency Operations Facility (EOF)	8	11/20/02
IP-1033	Cancelled – Replaced by IP-EP-520	-	-
IP-1035	Technical Support Center (TSC)	17	9/23/02

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Procedure No.	Procedure Title	Rev. No.	Effective Date
IP-1036	Cancelled – Replaced by IP-EP-620	-	-
IP-1037	Cancelled – Replaced by IP-EP-510	-	-
IP-1039	Offsite Contamination Checks	9	01/12/01
IP-1045	Cancelled – Replaced by IP-EP-251	-	-
IP-1047	Cancelled – Replaced by IP-EP-510	-	-
IP-1048	Cancelled – Replaced by IP-EP-610	-	-
IP-1050	Security	4	8/21/02

Coordination of Corporate Response

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11/20/02
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Reference Use

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Coordination of Corporate Response

1.0 PURPOSE

- 1.1 To describe the responsibilities and actions of the Administration and Logistics Manager as well as delineating the coordination of corporate support.
- 1.2 Provide guidance for obtaining needed support

2.0 DISCUSSION

- 2.1 Entergy is committed to provide all necessary support to the Indian Point Onsite Emergency Response.
- 2.2 The Administration and Logistics Manager coordinates requests for administrative and logistics activities through the normal Entergy organizations.

3.0 PRECAUTIONS AND LIMITATIONS

- 3.1 NONE

4.0 EQUIPMENT AND MATERIAL

- 4.1 Computer with access to Corporate LAN
- 4.2 Office Space
- 4.3 Phones

5.0 INSTRUCTIONS

NOTE

The clerical area on the second floor of the EOF in the Buchanan Service Center will normally be set up to provide logistical support for the Emergency Response Organization. Additional space in the Buchanan Service Center should be utilized as needed if additional personnel are required to support the response effort.

- 5.1 At an Alert the Admin and Logistics Manager (ALM) shall:
- 5.1.1 Provide support and direction to the EOF clerical staff to ensure that tasks and activities are prioritized and that they support the EOF.
 - 5.1.2 Report to the Emergency Operations Facility and informs the EOF Manager and Emergency Director that he/she is available to assist in obtaining offsite support.
 - 5.1.3 Assist the EOF Manager in acquiring personnel to conduct the Registration process for the EOF.
 - 5.1.4 Call an Entergy Recovery Support Group Manager (numbers listed in the Emergency Telephone Directory under ERO Corporate Support). This is your contact for additional support and resources from the corporation. Provide them with the following information:
 - A. Date/Time Event emergency was declared.
 - B. Brief Description of event
 - C. Phone number where you can be reached.
 - D. Any anticipated support the onsite ERO may need from corporate.
 - 5.1.5 Process requests from the ED or EOF Manager for any corporate or outside support needed.
 - 5.1.6 **IF** the event is expected to last more than 4 hours **THEN** make arrangements for meals for the entire Entergy ERO.
 - 5.1.7 **IF** the event is expected to last more than 12 hours **THEN** support the OSC in the development of a rotational roster to support continuous staffing of the Emergency Response Facilities (EOF, TSC, OSC, CCR and JNC) and discuss the need to establish near site lodging for ERO personnel.

- 5.2 At a Site Area Emergency or General Emergency the Admin and Logistics Manager (ALM) shall:
- 5.2.1 Provide support and direction to the EOF clerical staff to ensure that tasks and activities are prioritized and that they support the EOF.
 - 5.2.2 Report to the Emergency Operations Facility and informs the EOF Manager that he/she is available to assist in obtaining offsite support.
 - 5.2.3 Assist the EOF Manager in acquiring personnel to conduct the Registration process for the EOF if necessary.
 - 5.2.4 Call an Entergy Recovery Support Group Manager (numbers listed in the Emergency Telephone Directory under ERO Corporate Support. This is your contact for additional support and resources from the corporation. Provide them with the following information:
 - A. Date/Time Event emergency was declared.
 - B. Brief Description of event
 - C. Phone number where you can be reached.
 - D. Any anticipated support the onsite ERO may need from corporate.
 - 5.2.5 Call in additional support staff to assist. Personnel from the following Sections of the Nuclear Operations Organization should be called:
 - A. Material Procurement / Purchasing – To procure any items needed to support the emergency response
 - B. Facilities – to provide additional office space, food, furniture and support vendors such as telephone service, radio service and copier support.
 - C. Nuclear Licensing – to assist in receiving NRC Site Team
 - 5.2.6 Call in additional support, such as clerical to make phone calls or provide document support.
 - 5.2.7 **IF** the event is expected to last more than 4 hours **THEN** make arrangements for meals for the entire Entergy ERO.
 - 5.2.8 **IF** the event is expected to last more than 12 hours **THEN** support the OSC in the development of a rotational roster to support continuous staffing of the Emergency Response Facilities (EOF, TSC, OSC, CCR and JNC) and discuss the need to establish near site lodging for ERO personnel.

6.0 REFERENCE

6.1 Indian Point Energy Center Emergency Plan

7.0 ATTACHMENTS

NONE

8.0 ADDENDUM

NONE

Emergency Operations Facility

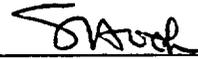
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1.0 PURPOSE

To describe the activation and operation of the Emergency Operations Facility (EOF), along with procedure IP-EP-255, Emergency Operations Facility Management and Liaisons,

2.0 DISCUSSION

None

3.0 PRECAUTIONS AND LIMITATIONS

EOF habitability checks are necessary to ensure long-term manning of the EOF. Should conditions exist which may result in a loss of long-term habitability of the EOF, evaluate the need for relocation of emergency response functions to the Alternate EOF in accordance with IP-1045 "Activation of Alternate Emergency Operations Facility."

4.0 EQUIPMENT AND MATERIALS

4.1 The following types of equipment and materials are available for use in the EOF

4.1.1 Plant information systems:

- EDDS
- Plant Integration Computer System (PICS)
- MRP-DAS (Meteorological, Radiological Plant Information Data Acquisition System)

4.1.2 Radiological equipment needed to perform offsite monitoring:

- Field Monitoring kits
- Survey equipment for performance of facility habitability checks

4.1.3 Dose Assessment and plume tracking equipment:

- Plant Integrated Computer System (PICS)
- MEANS
- Map table
- MRP -DAS

4.1.4 Communication systems needed to transfer information to offsite authorities:

- V-Band communications consoles
- Telephones
- Fax Machines

4.1.5 Procedures and forms:

- IPEC Emergency Plan
- IPEC & IP2 Emergency Plan Implementing Procedures
- Position Binders
- Forms

4.1.6 Office Supplies

4.2 The key to the EOF is located in a break glass container in the EOF entry way.

5.0 INSTRUCTIONS

- 5.1 The Offsite Radiological Assessment Director (ORAD) shall follow the instructions outlined Attachment 1, Offsite Radiological Assessment Director (ORAD) Checklist
- 5.2 The Dose Assessment Health Physicist (DAHP) shall follow the instructions outlined in Attachment 2, Dose Assessment Health Physicist Checklist.
- 5.3 The Midas Operator shall follow the instructions outlined Attachment 3, MIDAS Operator Checklist.
- 5.4 The Survey Team Health Physicist (STHP) shall follow the instructions outlined in Attachment 4, Survey Team Health Physicist Checklist.
- 5.5 The Technical Advisor to Emergency Director shall follow the instructions outlined in Attachment 5, Technical Advisor (TA) Checklist
- 5.6 The EOF Communicator No. 1 shall follow the instructions outlined in Attachment 6, EOF Communicator No. 1 Checklist.
- 5.7 The EOF Communicator No. 2 shall follow the instructions outlined in Attachment 7, EOF Communicator No. 2 Checklist.
- 5.8 The EOF Clerical Staff shall follow the instructions outlined in Attachment 8, EOF Clerks Checklist.
- 5.9 The EOF Data Coordinator (formerly EOF SAS/Proteus Operator) shall follow the instructions outlined in Attachment 9, EOF Data Coordinator Checklist.

6.0 REFERENCES

- 6.1 IP-1024, "Emergency Classification"
- 6.2 IP-1027, "Site Personnel Accountability and Evacuation"
- 6.3 IP-EP-610, "Emergency Termination & Recovery"
- 6.4 IP-EP-255, "Emergency Operations Facility Management and Liaisons"

7.0 ATTACHMENTS

- 7.1 Attachment 1, Offsite Radiological Assessment Director (ORAD) Checklist
- 7.2 Attachment 2, Dose Assessment Health Physicist (DAHP) Checklist
- 7.3 Attachment 3, MIDAS Operator Checklist
- 7.4 Attachment 4, Survey Team Health Physicist (STHP) Checklist
- 7.5 Attachment 5, EOF Technical Advisor Checklist
- 7.6 Attachment 6, EOF Communicator No. 1 Checklist
- 7.7 Attachment 7, EOF Communicator No. 2 Checklist
- 7.8 Attachment 8, EOF Clerical Staff Checklist
- 7.9 Attachment 9, EOF Data Coordinator Checklist

8.0 ADDENDUM

- 8.1 Addendum 1, EOF Layout
- 8.2 Addendum 2, NYS Radiological Data Form (Part I & II) (Form IP-1030-1)
- 8.3 Addendum 3, Sample Form - EOF Radiological Survey Map (Form IP-1030-3)
- 8.4 Addendum 4, Directions to NYS EOC
- 8.5 Addendum 5, EPA 302.4 Nuclide Table (Form IP-1030-4)
- 8.6 Addendum 6, Sample Form - Offsite Survey Team Data Sheet (Form IP-1030-5)

Attachment 1
Offsite Radiological Assessment Director (ORAD)
Sheet 1 of 8

<u>Initial Responsibility/Activity</u>	<u>Notes</u>
<p>1.0 Assume the position of ORAD.</p> <p>1.1 Sign in on the Facility Staffing Board</p> <p>1.2 Review facility status boards, EDDS information and any other available sources to become familiar with current plant status.</p> <p>1.3 Obtain briefing from the EOF Manager or Emergency Director (ED)</p> <p>A. Use an Essential Information Checklist (Form IP-1035-2) to document briefing items.</p> <p>B. Request any additional information on current status of emergency response.</p> <p>1.4 <u>IF</u> the EOF has <u>NOT</u> been activated <u>THEN</u>:</p> <p style="text-align: center;"><u>NOTE:</u></p> <p>Offsite Dose Assessment and Radiological Monitoring responsibilities may be transferred to the ORAD before the EOF is fully activated.</p> <p>A. <u>WHEN</u> the following minimum staff is available <u>THEN</u> inform the EOF Manager or the ED that you are ready to conduct offsite monitoring activity.</p> <ol style="list-style-type: none"> 1. Field Monitoring Team Members (2) 2. EOF Communicator No. 1 <p>B. <u>WHEN</u> ready to assume offsite (outside Protected Area) monitoring responsibilities from the CCR <u>THEN</u> contact the CCR and formally assume these responsibilities.</p> <p>C. Review Normal EOF Staffing (Form IP-1030-2) to verify full EOF Staffing for offsite radiological tracking.</p> <p>D. <u>IF</u> additional personnel are required <u>THEN</u> inform the EOF Manager to direct callout of needed personnel.</p> <p>E. Notify the EOF staff that you have assumed these responsibilities.</p>	

Attachment 1
Offsite Radiological Assessment Director (ORAD)
Sheet 2 of 8

Initial Responsibility/Activity (con't)	Notes
<p>F. Direct the MIDAS Operator to disarm (or disarm IAW steps in MIDAS Operator's Checklist) the Halon Fire Protection System (Real emergencies only)</p> <p>G. <u>IF</u> there has been a release of radioactivity to the environment <u>THEN</u>:</p> <ol style="list-style-type: none"> 1. Direct the MIDAS Operator to place (or place IAW steps in MIDAS Operator's Checklist) the EOF ventilation in the internal recirculation mode. 2. Contact the Unit #3 Control Room and request that a Field Monitoring Team report to EOF <p>H. <u>IF</u> the CCR performed offsite dose assessments and made a Protective Action Recommendation <u>THEN</u>:</p> <ol style="list-style-type: none"> 1. Obtain and review NYS Radiological Emergency Data Form - Part I and Part II 2. Verify or have the Dose Assessment HP verify dose assessment calculations. 3. Evaluate Protective Action Recommendations. 4. Notify the ED or CCR if there are any discrepancies. <p>1.4 <u>IF</u> relieving another ORAD <u>THEN</u> perform a formal turnover with the current ORAD:</p> <ol style="list-style-type: none"> A. Review the current ORAD's activity log B. Obtain briefing from current ORAD on the emergency and any actions the have been completed or are in progress. C. Make an announcement to the EOF Staff that you are now the ORAD. 	

Attachment 1
Offsite Radiological Assessment Director (ORAD)
Sheet 3 of 8

<u>Continuous Responsibility/Activity</u>	<u>Notes</u>
<p>2.0 Ensure habitability surveys are performed in the EOF</p>	
<p>2.1 Assign an HP Technician to the position of Survey Team Health Physicist (STHP) providing them the following instructions:</p> <p>A. Perform steps in Attachment 4, Survey Team Health Physicist (STHP) Checklist</p>	
<p>2.2 <u>IF</u> there is a potential for surface or airborne contamination within the EOF <u>THEN</u></p> <p>A. Suspend eating and drinking until you ensure EOF food and drinking water supplies are consumable.</p> <p>B. Determine the survey and radiological controls needed for the EOF based on plant conditions and whether there has been a release or not.</p> <p>C. Provide further guidance to STHP on frequency of surveys and on the level of contamination controls required.</p>	
<p>2.3 <u>IF</u> the following conditions are present <u>THEN</u> inform the EOF Manager and/or the ED that an organized evacuation of the EOF to the AEOF should be considered.</p> <ul style="list-style-type: none"> • Exposure rates > 80 mRem/Hr TEDE <u>OR</u> 500mRem/Hr TODE • Projected Whole Body Dose for a 12 hour period is > 1 Rem TEDE <u>OR</u> Thyroid Dose >5 Rem TODE • Airborne concentrations which may result in exceeding occupational limits for inhalation specified in 10CFR20, Appendix B, Table 1. 	
<p>2.4 Evacuation may be performed at rates below those listed based on plant conditions and response needs.</p>	

Attachment 1
Offsite Radiological Assessment Director (ORAD)
Sheet 4 of 8

<p>3.0 Maintain personnel accountability in the EOF</p> <p>3.1 Keep apprised of the whereabouts of Field Monitoring Teams and other personnel assigned to you at all times.</p> <p>3.2 <u>IF</u> you are temporarily leaving the work area <u>THEN</u></p> <p>A. Inform the EOF Manager if you are leaving the work area.</p> <p>B. Upon return, obtain a briefing from the EOF Manager on any events which have occurred while you were away.</p>	
<p>4.0 Maintain a Log</p> <p>4.1 Use Form IP-1023-4, ERO Log Sheet to log information.</p> <p>4.2 Log when you assumed the duties of ORAD.</p> <p>4.3 Log significant decisions and important details used to make decisions.</p>	
<p>5.0 Develop and provide recommendations for EAL and classification level changes based on radiological considerations to the ED.</p> <p>5.1 Compare dose projection and field survey results with EAL criteria to determine the impact on the existing classification level.</p> <p>5.2 Notify the ED of any EALs affected by changes in radiological conditions.</p>	
<p>6.0 Develop and provide recommendations for offsite PARs based on radiological considerations to the ED.</p> <p>6.1 Notify the ED of any changes in radiological conditions which may effect the PAR.</p> <p>6.2 Use procedure IP-EP-410, Protective Action Recommendations to determine proper PAR.</p> <p>6.3 Document Entergy PARs whenever a General Emergency is declared.</p> <p>6.4 Review PARs whenever radiological conditions change significantly.</p>	

Attachment 1
Offsite Radiological Assessment Director (ORAD)
Sheet 5 of 8

<u>Continuous Responsibility/Activity (con't)</u>	<u>Notes</u>
<p>7.0 Maintain communications with the TSC Radiological Advisor to discuss radiological conditions and on/offsite response actions.</p> <p>7.1 Contact the TSC Radiological Advisor for information on releases or potential releases and plant conditions which may lead to offsite radiological effects.</p> <p>7.2 Periodically contact the TSC Radiological Advisor to provide updates on new dose projections, results of environmental monitoring and to provide technical assistance as needed.</p>	
<p>8.0 Coordinate and direct the dose assessment and environmental monitoring efforts.</p> <p>8.1 Supervise the activities of the Dose Assessment HP, MIDAS Operator, EOF Communicator No. 1 and the Field Monitoring Teams</p> <p>8.2 Ensure the Health Physics Network (HPN) is manned when requested by the NRC.</p> <p>8.3 Determine the periodicity of dose projection calculations.</p> <p style="padding-left: 20px;">A. Direct the Dose Assessment HP to perform offsite dose projections using IP-EP-310, "Dose Assessment".</p> <p style="padding-left: 20px;">B. Direct MIDAS Operator to obtain meteorological data, plume plot and Offsite Radiation Monitor readings, using IP-EP-510, Meteorological, Radiological & Plant Data Acquisition System.</p> <p>8.4 Analyze dose assessment and environmental information to determine any actual or potential offsite consequences of the event.</p> <p>8.5 Determine anticipated plume based on meteorological data.</p> <p>8.6 Mark plume front and times on map table map.</p> <p>8.7 Based on projected plume travel path select offsite sample points and indicate them on Form IP-1030-5.</p>	

Attachment 1

Offsite Radiological Assessment Director (ORAD)

Sheet 6 of 8

<u>Continuous Responsibility/Activity (con't)</u>	<u>Notes</u>
<p>8.8 Determine special instructions to be provided to monitoring teams:</p> <ul style="list-style-type: none"> A. IF the expected thyroid dose is greater than 25 Rem THEN consider issuing KI B. Team tracking efforts should be directed to limit their exposure to less than 5 Rem for the entire emergency. <p>8.9 IF site perimeter surveys are needed for sectors 1,14, 15 or 16 THEN contact the OSC to have in-plant HP technicians perform survey.</p> <p>8.10 Teams should not go into radiation fields greater than 1 Rem/hr without specific directions from you. Direct EOF Communicator No. 1 to have Field Monitoring Teams survey anticipated plume path:</p> <ul style="list-style-type: none"> A. Brief teams on expected doses, plume path and any special instructions or safety precautions (such as use of KI, respirators, or protective clothing). B. Have teams pick up samples from designated sample points. C. Direct environmental monitoring be performed to confirm dose projections and track any offsite radioactive plume. <p>8.11 Compare projected doses with actual readings taken by field monitoring teams.</p> <p>8.12 Determine which ERPAs are affected by any release and verify proper PARs have been issued.</p> <p>8.13 Conduct periodic briefings with the ED and the EOF Manager to discuss the status of offsite radiological information and assessments.</p> <p>8.14 Compare dose assessment and environmental monitoring efforts with state and county personnel located in the EOF or in the EOCs if county and state personnel are not located in the EOF.</p> <p>8.15 Compare dose assessment and environmental monitoring efforts with the NRC Environmental Dose Assessment Coordinator once the NRC Site Team is in the EOF.</p>	

Attachment 1

Offsite Radiological Assessment Director (ORAD)

Sheet 7 of 8

9.0	Evaluate and direct the requirements for offsite emergency exposure.	
9.1	Track EOF Staff emergency exposures. A. Monitor EOF personnel exposures or potential exposures and request ED to Authorize Emergency Exposures and the issuance of KI to Entergy emergency workers outside the Protected Area. (ED authorization of exposures is non-delegable) B. <u>IF</u> EOF staff must receive exposure <u>THEN</u> request the ED authorize emergency exposures up to 1 Rem TEDE for all monitoring team personnel dispatched from the EOF and remainder of staff as required. This authorization shall be documented in the ED's ERO Log Sheet. C. <u>IF</u> emergency measures require additional exposure <u>THEN</u> request the ED to the raise the emergency exposure limit 1 Rem at a time up to 5 Rem. D. Emergency exposures beyond 5 Rem shall be authorized on an individual basis. Request the ED authorize these exposures using Form IP-1023-6, Emergency Exposure Authorization. General guidelines (more details are listed on authorization form). 1. ERO members may receive up to 5 Rem TEDE (per event) for any required emergency activities. 2. ERO members may be authorized emergency exposures up to 10 Rem TEDE to protect vital equipment. 3. ERO members may be authorized emergency exposures up to 25 Rem TEDE to save a life. 4. Individuals may volunteer to receive greater than 25 Rem TEDE to save a life.	
9.2	Request authorization for the issuance of KI for any large exposures or expected large exposures to the thyroid.	
9.3	Direct the use of protective clothing and respirators as necessary for Entergy workers outside the Protected Area.	
9.4	IF emergency workers are exposed to contamination or airborne activities THEN direct radiological evaluations and monitoring as needed. IP-1008, Personnel Radiological Check and Decontamination should be used for these checks.	

Attachment 1
Offsite Radiological Assessment Director (ORAD)
Sheet 8 of 8

<u>Continuous Responsibility/Activity (con't)</u>	<u>Notes</u>
<p>10.0 Report releases to the Environmental Protection Agency (EPA)</p> <p>10.1 IF any radionuclide release exceeds the value listed in Appendix B to § 302.4, (Form IP-1030-4) Title 40CFR302 THEN</p> <p>A. Notify the EPA National Response Center (phone number in Emergency Telephone Directory).</p> <p>B. Direct Communicator No. 2 to identify report is pursuant to 40CFR302.</p> <p>10.2 Document details of any communications with EPA.</p>	
<p>11.0 Initial Post Accident Environmental Sampling</p> <p style="text-align: center;">NOTE:</p> <p>After a radiological release, preliminary sampling may be performed to aid in development of more extensive plan for environmental sampling.</p> <p>11.1 Confer with Emergency Director and offsite radiological officials on need for sampling.</p> <p>11.2 Refer to IP-1004, Post Accident Offsite Environmental Surveys, Sampling and Counting for sampling guidelines</p>	
<u>Closeout Responsibility/Activity</u>	
<p>12.0 Direct Staff to return all equipment to proper storage locations.</p>	
<p>13.0 Review all documentation the EOF Radiological Staff maintained during the emergency:</p> <p>13.1 Ensure logs, forms and other documentation are complete</p> <p>13.2 Ensure all temporary procedures used and/or developed are properly documented for use by Recovery Organization so that necessary actions can be taken for plant operations</p>	
<p>14.0 Provide all logs and records to the Recovery Manager upon termination of the emergency and entry into the Recovery Phase.</p>	

Attachment 2
Dose Assessment Health Physicist (DAHP)
Sheet 1 of 4

<u>Initial Responsibility/Activity</u>	<u>Notes</u>
<p>1.0 Assume the position of DAHP.</p> <p>1.1 Sign in on the Facility Staffing Board</p> <p>1.2 Review facility status boards, EDDS information and any other available sources to become familiar with current plant status.</p> <p>1.3 Obtain briefing from the ORAD or EOF Manager</p> <p style="padding-left: 20px;">A. Use an Essential Information Checklist (Form IP-1035-2) to document briefing items.</p> <p style="padding-left: 20px;">B. Review NYS Radiological Emergency Data Form, Part II if copy is available.</p> <p style="padding-left: 20px;">C. Request any additional information on current status of emergency response.</p> <p>1.5 <u>IF</u> relieving another DAHP <u>THEN</u> perform a formal turnover with the current DAHP:</p> <p style="padding-left: 20px;">A. Review the current DAHP activity log</p> <p style="padding-left: 20px;">B. Obtain briefing from current DAHP on the emergency and any actions the have been completed or are in progress.</p> <p>1.4 Inform the ORAD that you are now the DAHP.</p>	
<u>Continuous Responsibility/Activity</u>	<u>Notes</u>
<p>2.0 <u>IF</u> you are temporarily leaving the work area <u>THEN</u></p> <p>2.1 Inform the ORAD you are leaving the work area.</p> <p>2.2 Upon return, obtain a briefing from the ORAD on any events which have occurred while you were away.</p>	
<p>3.0 Maintain a Log</p> <p>3.1 Use Form IP-1023-4, ERO Log Sheet to log information.</p> <p>3.2 Log when you assumed the duties of DAHP.</p> <p>3.3 Log significant decisions and important details used to make decisions.</p>	

Attachment 2
Dose Assessment Health Physicist (DAHP)
Sheet 2 of 4

<u>Continuous Responsibility/Activity (cont.)</u>	<u>Notes</u>
<p>4.0 Evaluate Plant Radiological Data</p> <p>4.1 Obtain Form 42c data from EDDS display, PICS printouts or fax copies received from the TSC.</p> <p>4.2 Review radiation monitor readings and evaluate for actual or potential radiological releases.</p> <p>4.3 Contact the TSC Radiological Advisor for additional information on plant radiological conditions and assistance in interpreting data.</p> <p>4.4 IF there are any indications of a radiological release THEN perform step 5.0 of this checklist.</p>	
<p>5.0 <u>IF there has been a release or potential release of radioactive materials from the plant THEN:</u></p> <p>5.1 Perform dose projections utilizing procedure IP-EP-310, Dose Assessment, MEANS Program and procedure IP-EP-520, Modular Emergency Assessment and Notification System (MEANS).</p>	
<p>6.0 Assist the ORAD in directing Field Monitoring Teams to survey locations.</p> <p>6.1 Use overlays to obtain an approximation of the plume location.</p> <p>6.2 Determine which emergency sampling sites would be appropriate to send the Field Monitoring Teams to.</p> <p>6.3 Use Xu/Q values to approximate relative values between locations.</p>	

Attachment 2
 Dose Assessment Health Physicist (DAHP)
 Sheet 3 of 4

<u>Continuous Responsibility/Activity (con't)</u>	<u>Notes</u>
<p>7.0 Evaluate the offsite survey data.</p> <p>7.1 Calculate the charcoal / silver zeolite iodine and particulate activities using procedure IP-1020, Airborne Radioiodine Determination.</p> <p>7.2 Determine the equivalent thyroid and whole body exposure rates utilizing Procedure IP-EP-310, "Dose Assessment"</p> <p>7.3 Complete Form IP-1030-5, Offsite Survey Data and review data with the ORAD.</p>	
<p>8.0 Establish communications with the NRC via the HPN phone line.</p> <p>8.1 Dial the number listed on the V-Band console or listed in the Emergency Telephone Directory.</p> <p>8.2 Inform the NRC that the EOF is activated and performing offsite dose assessment activities. Brief them on any potential releases and answer any questions.</p> <p>8.3 <u>IF</u> requested by the NRC to stay on <u>THEN</u> stay on the line and request the ORAD to locate another individual to assist in HPN line communications.</p> <p>8.4 <u>IF</u> continuous communications are not requested <u>THEN</u> receive calls from the NRC on the HPN when phone rings.</p>	

Attachment 2
Dose Assessment Health Physicist (DAHP)
Sheet 4 of 4

<u>Continuous Responsibility/Activity</u> (con't)	<u>Notes</u>
9.0 Review Offsite Radiation Monitor readings.	
9.1 Obtain the readings from the MIDAS Operator	
9.2 Compare the projected values and the measured offsite exposure rates with the Offsite Radiation Monitor readings	
9.3 IF there are large discrepancies THEN Inform the ORAD and continue to gather and analyze data to resolve values.	
9.4 Present Offsite Radiation Monitor data to ORAD for review	
<u>Closeout Responsibility/Activity</u>	
10.0 Return all equipment to proper storage locations.	
11.0 Review all documentation the DAHPs maintained during the emergency: <ul style="list-style-type: none"> A. Ensure logs, forms and other documentation are complete B. Ensure any items which need follow up investigations are identified to be completed during the Recovery Phase 	
12.0 Provide all logs and records to the ORAD upon termination of the emergency and entry into the Recovery Phase.	

Attachment 3
MIDAS Operator

Sheet 1 of 4

<u>Initial Responsibility/Activity</u>	<u>Notes</u>
<p>1.0 Assume the position of MIDAS Operator.</p> <p>1.1 Sign in on the Facility Sign-in Board</p> <p>1.2 Review facility status boards, EDDS information and any other available sources to become familiar with current plant status.</p> <p>1.3 Obtain briefing from the DAHP or the ORAD</p> <p>A. Review NYS Radiological Emergency Data Form, Part II if copy is available.</p> <p>B. Request any additional information on current status of emergency response.</p> <p>1.4 <u>IF</u> relieving another MIDAS Operator <u>THEN</u> perform a formal turnover with the current MIDAS Operator:</p> <p>A. Review the current MIDAS Operator activity log.</p> <p>B. Obtain briefing from current MIDAS Operator on the emergency and any actions the have been completed or are in progress.</p> <p>1.5 Inform the DAHP that you are now the MIDAS Operator.</p> <p>1.6 <u>IF</u> the facility has <u>NOT</u> been activated <u>THEN</u></p> <p>A. Check operability and availability of MRP-DAS equipment, Offsite Radiation Monitor System and Meteorological data.</p> <p>B. Report any equipment problems to the DAHP or ORAD.</p>	
<u>Continuous Responsibility/Activity</u>	<u>Notes</u>
<p>2.0 <u>IF</u> you are temporarily leaving the work area <u>THEN</u></p> <p>2.1 Inform the DAHP or ORAD you are leaving the work area.</p> <p>2.2 Upon return, obtain a briefing from the DAHP or ORAD on any events which may have occurred while you were away.</p>	

Attachment 3
 MIDAS Operator
 Sheet 2 of 4

<u>Continuous Responsibility/Activity (cont.)</u>	<u>Notes</u>
<p>3.0 Maintain a Log</p> <p>3.1 Use Form IP-1023-4, ERO Log Sheet to log information.</p> <p>3.2 Log when you assumed the duties of MIDAS Operator.</p> <p>3.3 Log significant decisions, important details used to make decisions and any equipment operability issues.</p>	
<p>4.0 <u>WHEN</u> directed by the ORAD <u>THEN</u> disarm the EOF Halon System</p> <p>4.1 Obtain the key to the FIKE Fire Suppression System control panel from the EOF key locker.</p> <p>4.2 Open the upper compartment of the FIKE control panel located on the west wall of the EOF next to the key locker.</p> <p>4.3 Toggle the module switch (the switch is located in the lower left corner of the panel.) from the "Armed" position to the "S1" position.</p> <p>4.4 <u>IF</u> the ORAD does <u>NOT</u> direct this action <u>THEN</u> ask the ORAD if the action is required.</p>	
<p>5.0 <u>WHEN</u> directed by the ORAD <u>THEN</u> place the EOF ventilation on internal recirculation.</p> <p>5.1 Obtain the key to the EOF Electrical Equipment Room from the EOF key locker.</p> <p>5.2 Locate the EOF HVAC damper control system switches on the East wall of the EOF Electrical Equipment Room.</p> <p>5.3 Rotate all three (3) damper control knobs CLOCKWISE to close the dampers.</p> <p>5.4 Place the three (3) AC Unit control switches to the "OVERRIDE" (up) position</p> <p>5.5 Inform the ORAD and log when you have placed ventilation system in recirculation and return key to key locker.</p> <p>5.6 <u>IF</u> the ORAD does <u>NOT</u> direct this action <u>THEN</u> ask the ORAD if the action is required.</p>	

Attachment 3
MIDAS Operator
Sheet 3 of 4

<u>Continuous Responsibility/Activity (con't)</u>	<u>Notes</u>
<p>6.0 Maintain the MET Data Status Board</p> <p>6.1 Use procedure IP-EP-510, Meteorological, Radiological & Plant Data Acquisition System. to retrieve weather predictions.</p> <p>6.2 Obtain the latest measured MET data from systems every 15 minutes.</p> <p>A. Update the MET Data Status Board to display the correct data.</p> <p>B. Notify the ORAD of any changes in the meteorological data.</p> <p>6.3 Obtain weather predictions from MIDAS and/or Weather Bureau</p> <p>A. Update the MET Data Status Board to display the correct data.</p> <p>B. Notify the ORAD of any significant changes in the weather forecast data</p>	
<p>7.0 Obtain Offsite Radiation Monitor data.</p> <p>7.1 Use procedure IP-EP-510, Meteorological, Radiological & Plant Data Acquisition System to obtain Offsite Radiation Monitor data.</p> <p>7.2 IF any readings indicate above background levels THEN inform the DAHP and ORAD immediately of the readings.</p>	
<p>8.0 Assist in obtaining radiological release data and performance dose projections as directed.</p> <p>8.1 Use the Plant Integrated Computer System (PICS) to obtain data.</p> <p>8.2 Review dose assessment data with the DAHP and ORAD.</p>	

Attachment 3
MIDAS Operator
 Sheet 4 of 4

<u>Closeout Responsibility/Activity</u>		
9.0	Rearm the EOF Halon System	
9.1	Obtain the key to the FIKE Fire Suppression System control panel from the EOF key locker.	
9.2	Open the upper compartment of the FIKE control panel located on the west wall of the EOF next to the key locker.	
9.3	Toggle the module switch (the switch is located in the lower left corner of the panel.) from the "S1" (up) position to the "Armed" (down) position.	
10.0	Return the EOF ventilation to normal.	
10.1	Obtain the key to the EOF Electrical Equipment Room from the EOF key locker.	
10.2	Locate the EOF HVAC damper control system switches on the East wall of the EOF Electrical Equipment Room.	
10.3	Rotate all three (3) damper control knobs COUNTER - CLOCKWISE half way to open the dampers.	
10.4	Place the three (3) AC control switches to the "NORMAL" (down) position.	
11.0	Return all equipment used by MIDAS Operators to it's proper storage locations.	
12.0	Review all documentation the MIDAS Operator maintained during the emergency:	
12.1	Ensure logs, forms and other documentation are complete.	
12.2	Ensure any items which need follow up investigations are identified to be completed during the Recovery Phase.	
13.0	Provide all logs and records to the ORAD upon termination of the emergency and entry into the Recovery Phase.	

Attachment 4
Survey Team Health Physicist (STHP)
Sheet 1 of 4

<u>Initial Responsibility/Activity</u>	<u>Notes</u>
<p>1.0 When directed by the ORAD assume the position of STHP.</p> <p>1.1 Sign in on the Facility Sign In Board.</p> <p>1.2 Periodically review this checklist throughout the emergency to determine which actions are appropriate for current conditions.</p> <p>1.3 IF relieving another STHP THEN perform a formal turnover with the current STHP:</p> <p>A. Review the current EOF survey data</p> <p>B. Obtain briefing from current STHP on the emergency and any actions the have been completed or are in progress.</p>	
<u>Continuous Responsibility/Activity</u>	<u>Notes</u>
<p>2.0 Confer with the ORAD or DAHP on the need to set up EOF Radiological Controls. When directed set up EOF entrance as follows:</p> <p>2.1 Set up stanchions, rope barricade, and frisker in the main hall entrance to EOF work area.</p> <p>2.2 Set frisker alarm to two (2) times background.</p> <p>2.3 Set up Step Off Pads (SOPs) at entrance.</p> <p>A. IF hallway contamination levels are LESS THAN 1000 dpm/100 cm² THEN use SOP labeled "CHECK SHOES BEFORE STEPPING HERE"</p> <p>B. IF hallway contamination levels are GREATER THAN 1000 dpm/100 cm² THEN use SOP labeled "REMOVE PROTECTIVE CLOTHING BEFORE STEPPING HERE"</p> <p>AND</p> <p>C. Place a waste receptacle and clean shoe covers near the SOP location.</p> <p>2.4 Post the door in the upper level EOF near the Clerks as "Emergency Exit Only"</p> <p>2.5 Check to ensure door to West stairwell (to upper EOF) is locked.</p>	

Attachment 4

Survey Team Health Physicist (STHP)

Sheet 2 of 4

<u>Continuous Responsibility/Activity (cont.)</u>	<u>Notes</u>
<p>3.0 Monitor Habitability of the EOF</p> <p>3.1 Survey building using an Ion Chamber instrument approximately every 30 minutes. Survey times can be changed at the discretion of the ORAD.</p> <p>3.2 Take Beta and Gamma readings throughout occupied areas of the EOF and hallways record readings on EOF Radiological Survey (Form IP-1030-3).</p> <p>3.3 Take smears at building entrance, EOF entrance and in hallways. Record results on EOF Radiological Survey (Form IP-1030-3)</p> <p>3.4 IF any readings are found to be above background THEN inform the ORAD or DAHP immediately.</p> <p>3.5 Use procedure IP-1041, "Use of Triton to Monitor for Radiogas" to set up the Triton monitor.</p> <p>3.6 IF Triton monitor alarms or surveys indicate contamination THEN monitor air in the EOF</p> <p>A. Set up air sampler near HP Work Area</p> <p>B. IF beta survey results are greater than 50 mr/hr OR the iodine-131 activity on a charcoal filter cartridge is greater than 10 –8 uCi/cc THEN use silver zeolite filter cartridge.</p> <p>C. Set up MS-2/SPA-3 Counter in the lower level of the EOF by the HP area.</p> <p>D. Determine airborne air activity using procedure IP-1020, Airborne Activity Determination. Record results EOF Radiological Survey (Form IP-1030-3).</p>	

<u>Continuous Responsibility/Activity (con't)</u>	<u>Notes</u>
<p>4.0 Assign Dosimetry</p> <p>4.1 IF the EOF Security Guards are present and do NOT have a TLD or dosimeter THEN assign a TLD badge and dosimeter to the EOF Security Guards.</p> <p>4.2 Place one (1) each TLD badge and dosimeter in the upper and lower areas of the EOF work areas to monitor EOF personnel exposures.</p> <p>4.3 Ensure Field Monitoring Team members are issued TLD badges and dosimeter.</p>	
<p>5.0 Personnel Exposure Control - ALARA</p> <p>5.1 IF Entergy Emergency Personnel outside the Protected Area must receive emergency exposures THEN confer with the ORAD and EOF Manager to establish controls and limits.</p> <p>A. Emergency Exposures may be authorized by the Emergency Director up to 5 Rem for the event regardless of prior year-to-date exposures.</p> <p>B. Limits will normally be set at 1 Rem and raised 1 Rem at a time up to 5 Rem.</p> <p style="text-align: center;">NOTE</p> <p>EOF Communicator No. 1 shall track exposures of Field Monitoring Team members.</p> <p>5.2 IF any Entergy emergency workers outside the Protected Area are receiving radiological exposures THEN record exposures on Individual Exposure Tracking Log (Form IP-1023-3)</p> <p>5.3 Maintain Total Effective Dose Equivalent (TEDE) less than established emergency exposure limits.</p> <p>5.4 IF any worker must receive greater than 5 Rem THEN Have the ORAD request the ED authorize these exposures using Form IP-1023-6, Emergency Exposure Authorization.</p>	
<p>6.0 IF directed to determine thyroid burdens THEN arrange for emergency workers to receive Whole Body counts at a onsite or offsite counting station.</p>	

<u>Continuous Responsibility/Activity (con't)</u>	<u>Notes</u>
7.0 IF directed to perform onsite surveys THEN use procedure IP-1015, "Radiological Surveys Outside the Protected Area".	
8.0 IF directed to perform site perimeter surveys THEN use procedure IP-1015, "Radiological Surveys Outside the Protected Area".	
9.0 IF directed to perform personnel contamination checks and decontamination THEN use procedure IP-1008, "Personnel Radiological Check and Decontamination".	
10.0 IF directed to perform vehicle contamination checks and decontamination THEN use procedure IP-1009, "Radiological Check and Decontamination of Vehicles".	
11.0 IF directed to check equipment leaving the site THEN use procedure IP-1014, "Radiological Check of Equipment Before it leaves the Site".	
<u>Closeout Responsibility/Activity</u>	
12.0 Review all documentation the STHPs maintained during the emergency: 12.1 Ensure logs, forms and other documentation are complete. 12.2 Ensure any items which need follow up investigations are identified to be completed during the Recovery Phase.	
13.0 Provide all logs and records to the ORAD upon termination of the emergency and entry into the Recovery Phase.	

Attachment 5
EOF Technical Advisor (TA)
Sheet 1 of 3

<u>Initial Responsibility/Activity</u>	<u>Notes</u>
<p>1.0 Assume the position of TA.</p> <p>1.1 Sign in on the Facility Sign-in Board</p> <p>1.2 Review facility status boards, EDDS information and any other available sources to become familiar with current plant status.</p> <p>1.3 Confer with the Emergency Director and EOF Manager on emergency status</p> <p>1.4 <u>IF</u> relieving another TA <u>THEN</u> perform a formal turnover with the current TA:</p> <p style="padding-left: 20px;">A. Review the current TA activity log.</p> <p style="padding-left: 20px;">B. Obtain briefing form current TA on the emergency and any actions the have been competed or are in progress.</p> <p>1.5 Inform the Emergency Director that you are now the TA.</p>	
<u>Continuous Responsibility/Activity</u>	<u>Notes</u>
<p>2.0 <u>IF</u> you are temporarily leaving the work area <u>THEN</u></p> <p>2.1 Inform the DAHP or ORAD you are leaving the work area.</p> <p>2.2 Upon return, obtain a briefing from the DAHP or ORAD on any events which may have occurred while you were away.</p>	
<p>3.0 Maintain a Log</p> <p>3.1 Use Form IP-1023-4, ERO Log Sheet to log information.</p> <p>3.2 Log when you assumed the duties of Emergency Director Technical Advisor.</p> <p>3.3 Log significant decisions, important details used to make decisions and any equipment operability issues.</p>	

Attachment 5
EOF Technical Advisor (TA)
Sheet 2 of 3

<u>Continuous Responsibility/Activity (cont.)</u>	<u>Notes</u>
<p>4.0 Obtain and monitor plant data:</p> <p>4.1 Monitor plant data and operations information on the EOF-TSC-CCR dedicated phone line.</p> <p>4.2 Monitor plant data on the Emergency Data Display System (EDDS) and PICS.</p> <p>4.3 Advise ED on the following items:</p> <ul style="list-style-type: none"> A. Any significant change in the condition of the plant B. Any observable trends in plant data C. Major Operator actions being undertaken D. Any condition which may effect the emergency classification. <p>4.4 Advise the ORAD of any observed changes in plant radiological data.</p> <p>4.5 <u>IF</u> any of the EOF plant data computer systems are not functioning <u>THEN</u> inform the EOF Data Coordinator of malfunctions.</p>	
<p>5.0 Maintain Plant Status Chronology on easel pad.</p> <p>5.1 Enter major information on plant status or changes to plant status obtained from CCR or TSC</p> <p>5.2 WHEN easel sheet gets full THEN:</p> <ul style="list-style-type: none"> A. Have Clerical Staff transcribe information onto log sheet, place sheet with TA logs. B. Have Clerical Staff hang completed easel sheet on the wall between upper and lower levels of EOF. 	
<p>6.0 Assist ED in interpreting plant data</p> <p>6.1 Provide technical advice on plant operating procedures.</p> <p>6.2 Provide technical advice on Severe Accident Management Guidelines.</p>	

Attachment 5
 EOF Technical Advisor (TA)
 Sheet 3 of 3

<u>Continuous Responsibility/Activity (cont.)</u>	<u>Notes</u>
<p>7.0 Assist Emergency Director in conduct of briefings</p> <p>7.1 Assist the ED in preparations for facility briefings.</p> <p>7.2 When directed by the ED provide summary briefings of plant conditions to EOF Staff and/or offsite authorities present in the EOF.</p>	
<p>8.0 Return all equipment to it's proper storage locations.</p>	
<p>9.0 Review all documentation the ED Technical Advisors maintained during the emergency:</p> <p>9.1 Ensure logs, forms and other documentation are complete.</p> <p>9.2 Ensure any items which need follow up investigations are identified to be completed during the Recovery Phase</p>	
<p>10.0 Provide all logs and records to the EOF Manager upon termination of the emergency and entry into the Recovery Phase.</p>	

Attachment 6
EOF Communicator No. 1
 Sheet 1 of 4

<u>Initial Responsibility/Activity</u>	<u>Notes</u>
<p>1.0 Assume the position of EOF Communicator No. 1.</p> <p>1.1 Sign in on the Facility Staffing Board</p> <p>1.2 Review facility status boards, Emergency Data Display System (EDDS) information and any other available sources to become familiar with current plant status.</p> <p>1.3 Obtain briefing from the Dose Assessment HP (DAHP) or the Offsite Radiological Assessment Director (ORAD).</p> <p style="padding-left: 20px;">A. Review Field Monitoring Team data.</p> <p style="padding-left: 20px;">B. Request any additional information on current status of emergency response.</p> <p>1.4 <u>IF</u> relieving another communicator <u>THEN</u> perform a formal turnover with the current EOF Communicator No. 1:</p> <p style="padding-left: 20px;">A. Review the current EOF Communicator No. 1 activity log.</p> <p style="padding-left: 20px;">B. Obtain briefing from current EOF Communicator No. 1 on the emergency and any actions the have been completed or are in progress.</p> <p>1.5 Inform the ORAD and DAHP that you are now EOF Communicator No. 1.</p>	

Attachment 6
EOF Communicator No. 1
Sheet 2 of 4

<u>Continuous Responsibility/Activity</u>	<u>Notes</u>
<p>2.0 Transmit directions to the Offsite Teams</p> <div style="border: 1px solid black; padding: 5px; margin: 10px auto; width: fit-content;"> <p style="text-align: center;">Note: Offsite Teams are designated as Unit # 2 or Unit # 3</p> </div> <p>2.1 Use the Radio or Cell Phones to communicate with teams.</p> <p>2.2 Confer with the ORAD and DAHP to determine the sample points and the expected whole body exposure rates based on dose projections.</p> <p>2.3 Enter selected sample point(s) and assigned team number on Form IP-1030-5, Offsite Survey Team Data Sheet.</p> <p>2.4 Contact the each team and direct them to the designated sample point providing following information:</p> <ul style="list-style-type: none"> A The expected whole body dose rates B Methods of traversing the plume to keep their exposure as low as possible, such as going around plume or traveling through low field areas. <p>2.5 Have teams verify instructions by repeating them back.</p>	
<p>3.0 Receive and Record Field Monitoring Team Data</p> <p>3.1 Have teams state sample point for which data is being transmitted.</p> <p>3.2 Record survey data on Form IP-1030-5, Offsite Survey Team Data Sheet.</p> <p>3.3 Verify numbers by repeating values back to Team.</p> <p>3.4 Inform the ORAD or DAHP immediately of survey and sample results.</p>	

Attachment 6
EOF Communicator No. 1
Sheet 3 of 4

<u>Continuous Responsibility/Activity (con't)</u>	<u>Notes</u>
<p>4.0 <u>Receive and Record Field Monitoring Team Data</u></p> <p>4.1 Have teams state sample locations for which data is being transmitted.</p> <p>4.2 Record survey data on Form 1030-5, Offsite Survey Team Data Sheet.</p> <p>4.3 Verify numbers by repeating values back to each team.</p> <p>4.4 Inform the ORAD or DAHP immediately of survey and sample results.</p>	
<p>5.0 <u>Maintain Field Monitoring Team Exposure Records.</u></p> <p>5.1 <u>IF</u> any exposure rates are above background <u>THEN</u> obtain team member whole body exposure (dosimetry readings) each time they radio or call in.</p> <p>5.2 <u>IF</u> any team members are receiving radiological exposures <u>THEN</u> record exposures on Individual Exposure Tracking Log (Form IP-1023-3)</p>	
<p>6.0 <u>Keep Field Monitoring Teams informed of major changes in emergency status:</u></p> <p>6.1 Changes in emergency classification.</p> <p>6.2 Start or stop of any offsite releases of radioactive materials.</p>	
<p>7.0 <u>Obtain new sample locations and points from ORAD</u></p> <p>Repeat above steps to continue plume tracking until ORAD determined surveys and sampling are no longer necessary.</p>	

Attachment 6
EOF Communicator No. 1

<u>Closeout Responsibility/Activity</u>		
8.0	Return all equipment to proper storage locations.	
9.0	Review all documentation EOF Communicator No. 1 maintained during the emergency:	
9.1	Ensure logs, forms and other documentation are complete.	
9.2	Ensure any items which need follow up investigations are identified to be completed during the Recovery Phase.	
10.0	Provide all logs and records to the ORAD upon termination of the emergency and entry into the Recovery Phase.	

Attachment 7
EOF Communicator No. 2

Sheet 1 of 3

<u>Initial Responsibility/Activity</u>	<u>Notes</u>
<p>1.0 Assume the position of EOF Communicator No. 2.</p> <p>1.1 Sign in on the Facility Staffing Board</p> <p>1.2 Review facility status boards, Emergency Data Display System (EDDS) information and any other available sources to become familiar with current plant status.</p> <p>1.3 Obtain briefing from the EOF Manager or the Emergency Director</p> <p style="padding-left: 20px;">A. Review NYS Radiological Emergency Data Form Part I data which has been transmitted.</p> <p style="padding-left: 20px;">B. Request any additional information on current status of emergency response.</p> <p>1.4 <u>IF</u> relieving another communicator <u>THEN</u> perform a formal turnover with the current EOF Communicator No. 2:</p> <p style="padding-left: 20px;">A. Review the current EOF Communicator No. 2 activity log.</p> <p style="padding-left: 20px;">B. Obtain briefing from current EOF Communicator No. 2 on the emergency and any actions the have been completed or are in progress.</p> <p style="padding-left: 20px;">C. Determine the time the next notification update is due to be transmitted.</p> <p>1.5 Inform the EOF Manager and ED that you are now EOF Communicator No. 2.</p>	
<u>Continuous Responsibility/Activity</u>	<u>Notes</u>
<p>2.0 <u>IF</u> you are temporarily leaving the work area <u>THEN</u></p> <p>2.1 Inform the EOF Manager you are leaving the work area.</p> <p>2.2 Upon return, obtain a briefing from the EOF Manager on any events which may have occurred while you were away.</p>	
<p>3.0 Maintain a Log</p> <p>3.1 Use Form IP-1023-4, ERO Log Sheet to log information.</p> <p>3.2 Log when you assumed the duties of EOF Communicator No.2.</p> <p>3.3 Log all communications that are not already documented on Forms.</p>	

Attachment 7
EOF Communicator No. 2
Sheet 2 of 3

<u>Continuous Responsibility/Activity (cont.)</u>	<u>Notes</u>
<p>4.0 Perform required notifications to Offsite Authorities.</p> <p style="text-align: center;"><u>NOTES:</u></p> <p>Start notification of any change in classification within 15 minutes of the classification change.</p> <p>The MEANS Computer program may be used to print NYS Radiological Emergency Data Forms</p> <p>4.1 <u>IF</u> the emergency classification changes(upgrade, downgrade, terminates) <u>THEN</u> perform the following:</p> <ul style="list-style-type: none"> A. Obtain from ED or the EOF Manager a completed NYS Radiological Emergency Data Form Part 1 (Form IP-1030-1) B. Ensure the ED has signed the NYS Radiological Emergency Data Form to indicate approval for transmittal. C. Communicate the information on the completed form(s) to the offsite authorities per instructions on Alert/SAE/GE Upgrade/Update Notification Checklist (Form IP-1002-3) <p>4.2 <u>IF</u> the emergency classification <u>DOES NOT</u> change <u>THEN</u> perform subsequent notifications as follows:</p> <ul style="list-style-type: none"> A. Obtain from the ED or EOF Manager a completed NYS Radiological Emergency Data Form (Part I) when any of the following conditions are met: <ul style="list-style-type: none"> • The plant status has changed (Stable, improving, degrading or entry into the recovery phase) • There has been a change in the status of an actual or potential radiological release. • It has been approximately 30 minutes since the last form was transmitted. B. <u>IF</u> there is a change in radiological release data <u>THEN</u> include transmittal of data on NYS Radiological Emergency Data Form Part II. 	

Attachment 7
EOF Communicator No. 2
Sheet 3 of 3

<u>Continuous Responsibility/Activity (cont.)</u>	<u>Notes</u>
<p>C. Ensure the ED has signed the NYS Radiological Emergency Data Form(s) to indicate approval for transmittal.</p> <p>D. Communicate the information on the completed form(s) to the offsite authorities per instructions on Alert/SAE/GE Upgrade/Update Notification Checklist (Form IP-1002-3)</p>	
<p>5.0 WHEN directed by the Emergency Director (ED) THEN obtain accountability status from the OSC Manager and/ or Unit 3 Shift Supervisor.</p>	
<p>6.0 Industry group notifications</p> <p>6.1 Notify the following:</p> <ul style="list-style-type: none"> • American Nuclear Insurers • New York Public Service Commission <p>6.2 Notify the EOF Manager the notifications were made or not made.</p>	
<p><u>Closeout Responsibility/Activity</u></p>	
<p>7.0 Return all equipment to proper storage locations.</p>	
<p>8.0 Review all documentation EOF Communicator No. 2 maintained during the emergency:</p> <p>8.1 Ensure logs, forms and other documentation are complete</p>	
<p>9.0 Provide all logs and records to the EOF Manager upon termination of the emergency and entry into the Recovery Phase.</p>	

Attachment 8
EOF Clerical Staff
Sheet 1 of 4

<u>Initial Responsibility/Activity</u>	<u>Notes</u>
<p>1.0 Assume the position of EOF Clerical.</p> <p>1.1 Sign in on the Facility Sign-in Board.</p> <p>1.2 Obtain briefing from the EOF Manager.</p> <p>1.3 IF relieving another clerk THEN perform a formal turnover with the current clerk:</p> <p style="padding-left: 40px;">A. Review current emergency status</p> <p style="padding-left: 40px;">B. Obtain briefing from current Clerical Staff on the emergency and any actions the have been competed or are in progress.</p> <p>1.4 Inform the EOF Manager that you are now part of the EOF Clerical Staff.</p>	
<u>Continuous Responsibility/Activity</u>	<u>Notes</u>
<p>2.0 Process Plant Status Data</p> <p>2.1 IF the Plant Integrated Computer System (PICS) is operating THEN perform the following:</p> <p style="padding-left: 40px;">A. Obtain computer printout of Forms 42a, 42b and 42c trend data screens every 15 minutes from the EOF Data Coordinator.</p> <p style="padding-left: 40px;">B. Make and distribute copies of updated Forms 42a, 42b and 42c to representatives located in the EOF.</p> <p>Telecopy forms (42a, 42b & 42c) to the following locations and record times sent in the Telecopy Log, (Form 19):</p> <ul style="list-style-type: none"> • State • County EOCs • NRC • JNC 	

Attachment 8
 EOF Clerical Staff
 Sheet 2 of 4

<u>Continuous Responsibility/Activity (cont.)</u>	<u>Notes</u>
<p>2.2 <u>IF</u> the PICS is <u>NOT</u> operating <u>THEN</u> perform the following:</p> <ul style="list-style-type: none"> A. Inform the EOF Manager B. Receive Forms 42a, 42b and 42c via telecopier from the TSC. C. Make and distribute copies of forms to the ED Technical Advisor, EOF Manager, ORAD, NRC, FEMA, Lead Offsite Liaison, State and County Representatives at the EOF D. Telecopy forms (42a, 42b & 42c) to the State and County EOCs, JNC and NRC and record times sent. <p>2.3 <u>IF</u> all of the following systems are <u>NOT</u> operating: PICS, EDDS, and Telecopiers:</p> <p><u>THEN</u></p> <ul style="list-style-type: none"> A. Inform the EOF Manager that equipment necessary to obtain plant data in the EOF is not operating B. Request the EOF Data Coordinator to obtain Form 42a, 42b and 42c data via phone from the TSC C. Distribute forms as specified in step 2.2.C. above.. 	

Attachment 8
 EOF Clerical Staff
 Sheet 3 of 4

<u>Continuous Responsibility/Activity (cont.)</u>	<u>Notes</u>
<p>3.0 Process the NYS Radiological Emergency Data Form Parts I & II as follows:</p> <p>3.1 Receive form(s) from the EOF Communicator No. 2, verifying that the form(s) are signed by the Emergency Director.</p> <p>3.2 Telecopy form(s) to NYS, Counties, JNC and NRC</p> <p>3.3 Record time of telecopy.</p> <p>3.4 Make and distribute copies of form to Lead Offsite Liaison, NRC, FEMA, State and County representatives in the EOF.</p> <p>3.5 Return original form to EOF Communicator No. 2</p>	
<p>4.0 Process the Offsite Survey Team Data (Form IP-1030-5) as follows:</p> <p>4.1 Receive form from the ORAD</p> <p>4.2 Make copies of form and distribute to NRC, FEMA, State and County representatives in the EOF.</p> <p>4.3 Telecopy form to NYS and County EOCs. (Ask the ORAD for the order in which to transmit forms to the counties.)</p>	
<p>5.0 Receive and distribute telecopies from outside sources as follows:</p> <p>5.1 Make copies of all documents received.</p> <p>5.2 Distribute to addressee if known. <u>IF</u> addressee is unknown, <u>THEN</u> inform the Admin & Logistics Manager or the EOF Manager of the document and ask for direction.</p> <p>5.3 For any document containing radiological data distribute copies to ORAD and NRC, FEMA, State and County representatives in the EOF.</p> <p>5.4 Maintain copies of all telecopies.</p>	

Attachment 8
EOF Clerical Staff
Sheet 4 of 4

<u>Continuous Responsibility/Activity (cont.)</u>	<u>Notes</u>
<p>6.0 Copy Chronology Easel Pad as follows:</p> <p>6.1 Receive completed easel pad from ED Technical Advisor.</p> <p>6.2 Transcribe the information from the easel pad and give transcript to the ED Technical Advisor.</p> <p>6.3 Tape the easel pad to the wall between the upper and lower levels of the EOF.</p>	
<p>7.0 Perform accountability duty for the Upper Level of the EOF as follows:</p> <p>7.1 Record the names and arrival times of personnel stationed in the upper level EOF.</p>	
<u>Closeout Responsibility/Activity</u>	
<p>8.0 Return all equipment to proper storage locations.</p>	
<p>9.0 Review all documentation maintained during the emergency by the clerical staff to ensure it is complete and organized.</p>	
<p>10.0 Provide all logs and records to the EOF Manager upon termination of the emergency and entry into the Recovery Phase.</p>	

Attachment 9
 EOF Data Coordinator

Sheet 1 of 2

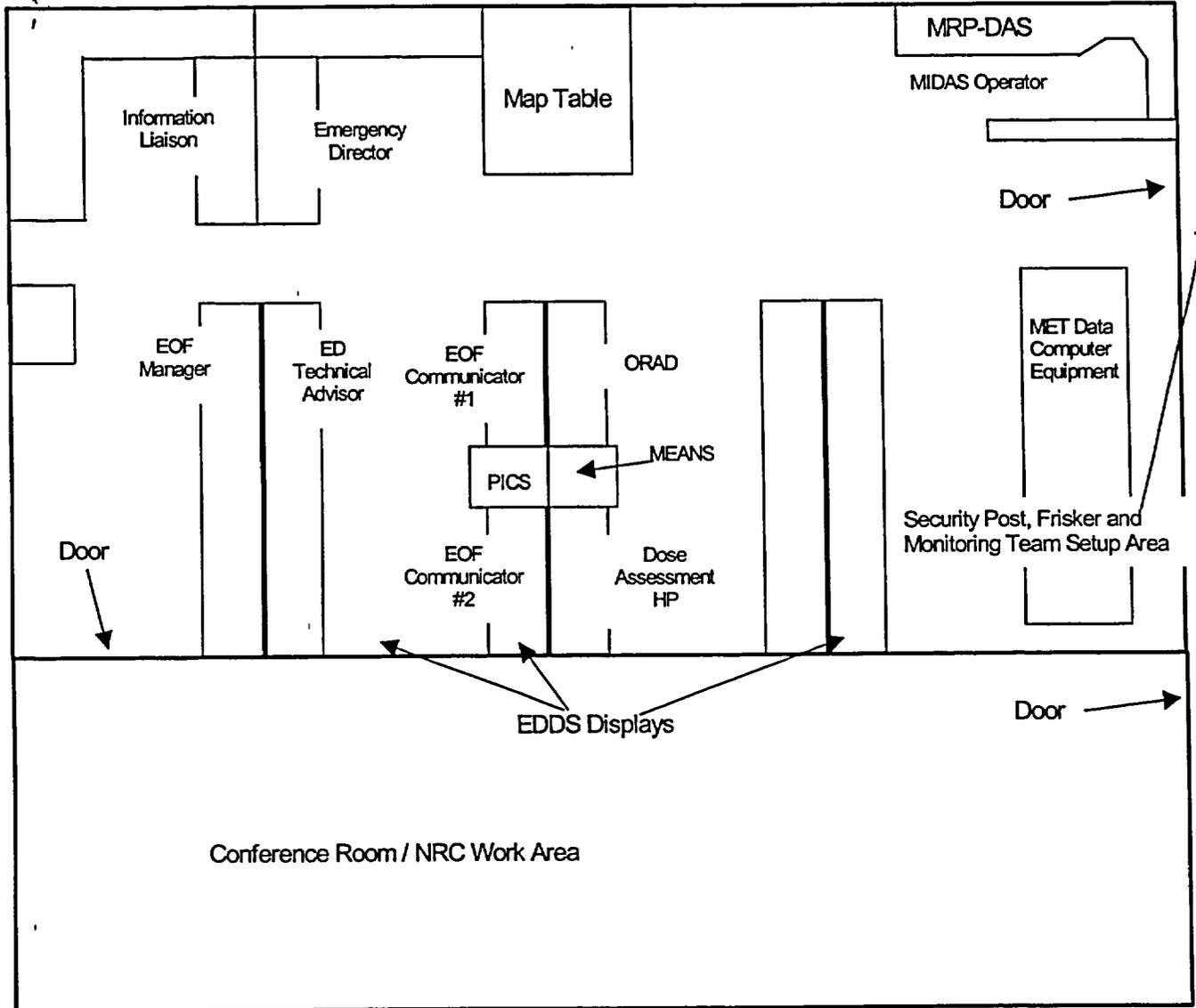
<u>Initial Responsibility/Activity</u>	<u>Notes</u>
<p>1.0 Assume the position of EOF Data Coordinator</p> <p>1.1 Sign in on the Facility Sign-in Board.</p> <p>1.2 <u>IF</u> the EOF has not been previously activated <u>THEN</u> perform the following steps:</p> <p>A. If not already active, start the EDDS computers to display plant data.</p> <ol style="list-style-type: none"> 1. Start computer 2. Bypass network logon 3. Launch "Internet Explorer" from the windows desktop 4. From the "ProcessNet" screen select "logon" (no password required for guest logon) 5. Select "Form 42A" for monitor labeled Form 42A 6. Adjust display to display entire form. 7. Return to step 1 and repeat for Forms 42B and 42C 8. Repeat for the EDDS terminal(s) located upstairs in the State and County work area. <p>B. Ensure the Plant Integrated Computer System (PICS) is operational.</p> <p>C. <u>IF</u> EDDS displays are not functioning <u>THEN</u> perform the following:</p> <ol style="list-style-type: none"> 1. Obtain Form 42A, 42B and 42C data printout from PICS and provide it to the EOF Clerical Staff for duplication and distribution. 2. <u>IF</u> PICS is not operating <u>THEN</u> obtain form information from the TSC Data Coordinator via fax. 	

Attachment 9
EOF Data Coordinator
Sheet 2 of 2

<u>Initial Responsibility/Activity (cont.)</u>		<u>Notes</u>
1.3	IF relieving another EOF Data Coordinator THEN perform a formal turnover with the current EOF Data Coordinator: A. Review current emergency status B. Obtain briefing from current EOF Data Coordinator on the emergency and any actions the have been completed or are in progress.	
1.4	Inform the EOF Manager that you are now the EOF Data Coordinator	
<u>Continuous Responsibility/Activity</u>		<u>Notes</u>
2.0	IF the Emergency Data Display System (EDDS) is NOT operating THEN perform the following: A. Inform the EOF Manager. B. Contact the TSC Data Coordinator to verify the server is operating properly. C. Attempt to call up data. Procedure IP-1026, "Emergency Data Acquisition", provides further guidance on system troubleshooting.	
3.0	Continue to monitor EOF information systems and assist EOF Staff in obtaining information as needed.	
<u>Closeout Responsibility/Activity</u>		
4.0	Return all equipment to proper storage locations.	
5.0	Review all documentation maintained during the emergency by the EOF Data Coordinator to ensure it is complete and organized.	
6.0	Provide all logs and records to the EOF Manager upon termination of the emergency and entry into the Recovery Phase.	

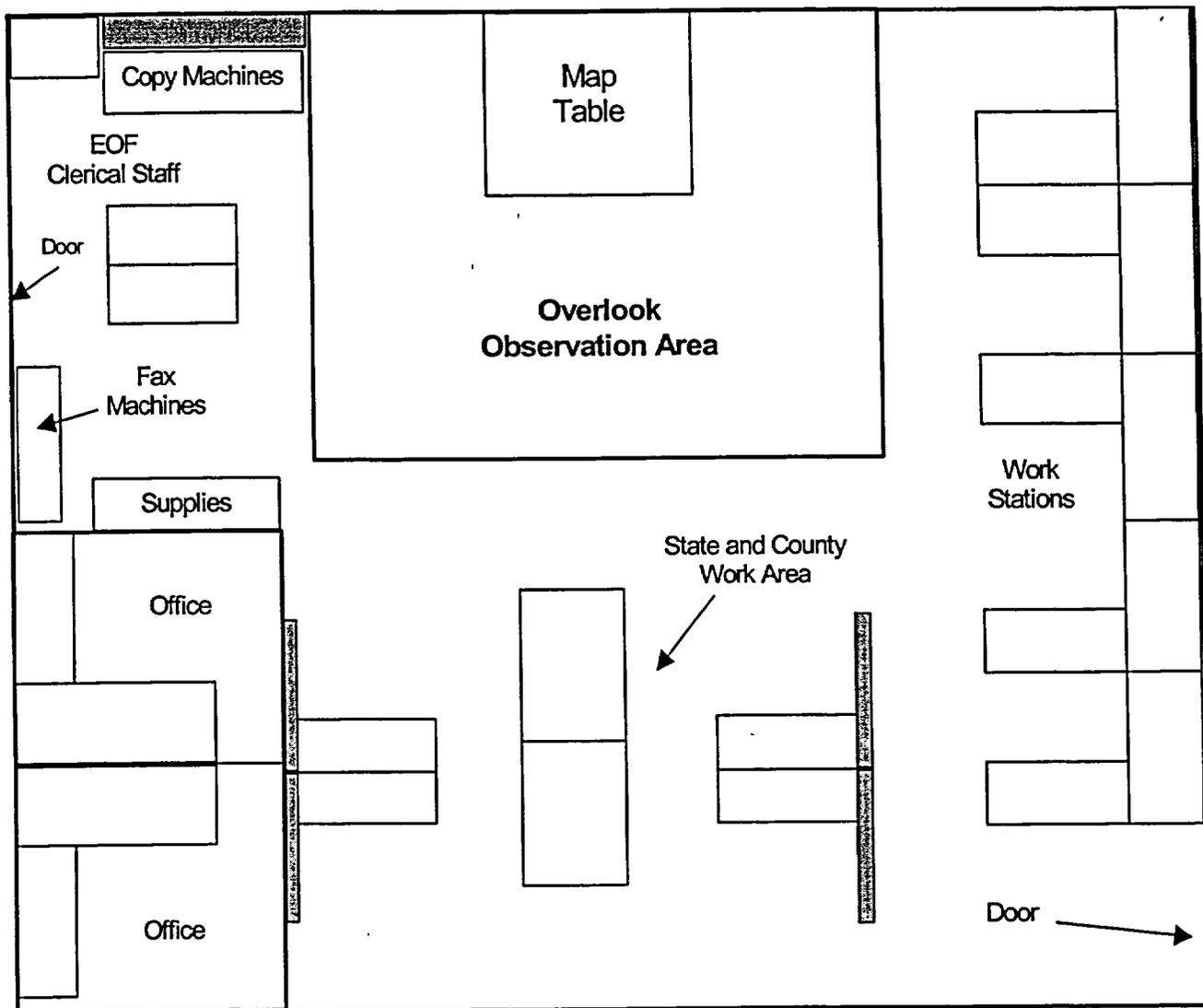
Addendum 1
EOF Layout
Sheet 1 of 2

Lower Level Work Area



Addendum 1
EOF Layout
Sheet 2 of 2

Upper Level Work Area



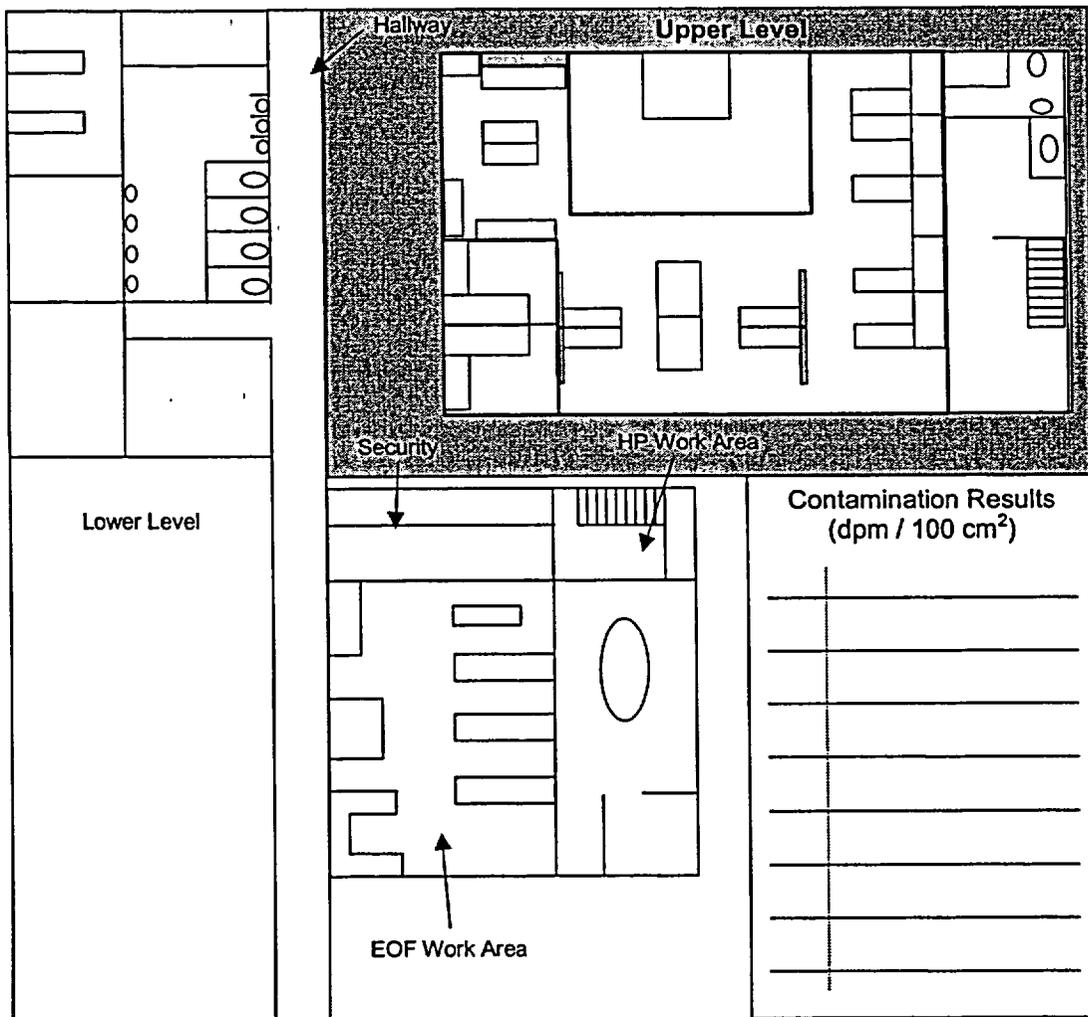
Addendum 2
 NYS Radiological Data Form (Part II) (Form IP-1030-1)
 Sheet 2 of 2

New York State Radiological Emergency Data Form Part II - Radiological Assessment Data			
This is:		A. <u>NOT</u> an Exercise	B. An Exercise
14. Message transmitted at:	Date: _____	Time: _____	Location / Facility transmitted from: _____
16. General release information:			
A. Event Release started	Date _____	Time: _____	
B. Event Release expected to end	Date: _____	Time: _____	
C. Event Release ended:	Date: _____	Time: _____	
D. Reactor Shutdown:	N/A OR Date _____	Time: _____	
Meteorological Data		As of Date: _____	Time: _____
E. Wind Speed	_____ meters/second	At elevation: _____ meters	
F. Wind Direction	_____ degrees	At elevation: _____ meters	
G. Stability class (Pasquill):	A B C D E F G		
17. Atmospheric release information:			
A. Release from:	<input type="checkbox"/> Ground <input type="checkbox"/> Elevated	D. Noble gas release rate:	_____ Ci/sec
B. Iodine/Noble gas ratio:	_____ (Assumed OR Actual)	E. Iodine release rate	_____ Ci/sec
C. Total release rate:	_____ Ci/sec	F. Particulate release rate	_____ Ci/sec
18. Waterborne release information:			
A. Volume of release	_____ gallons	C. Radionuclides in release:	_____ Ci
B. Total concentration:	_____ μ Ci/ml	D. Total activity released	_____ Ci
19. Dose calculations (based on a release duration of _____ hours)			
Calculation is based on (circle one):			
A. Inplant measurements B. Field Measurements C. Assumed source term			
Table below applies to (circle one) A. Atmospheric release B. Waterborne release			
DISTANCE	$X\mu/Q$	DOSE	
		TEDE (Rem)	TODE (Rem)
Site Boundary			
2 Miles			
5 Miles			
10 Miles			
___ Miles			
20. Field measurement of dose rates or surface contamination/deposition:			
Mile/Sector OR Mile/Degrees	Location OR Sampling Point	Time of Reading	Dose Rate (mR/hr) OR Contamination (μ Ci/m ²)
Emergency Director Review and Approval: _____			
Part II Page 1 of 1		Form IP-1030-1 Rev 2	

Addendum 3
EOF Radiological Survey Map (Form IP-1030-3)
 Sheet 1 of 1

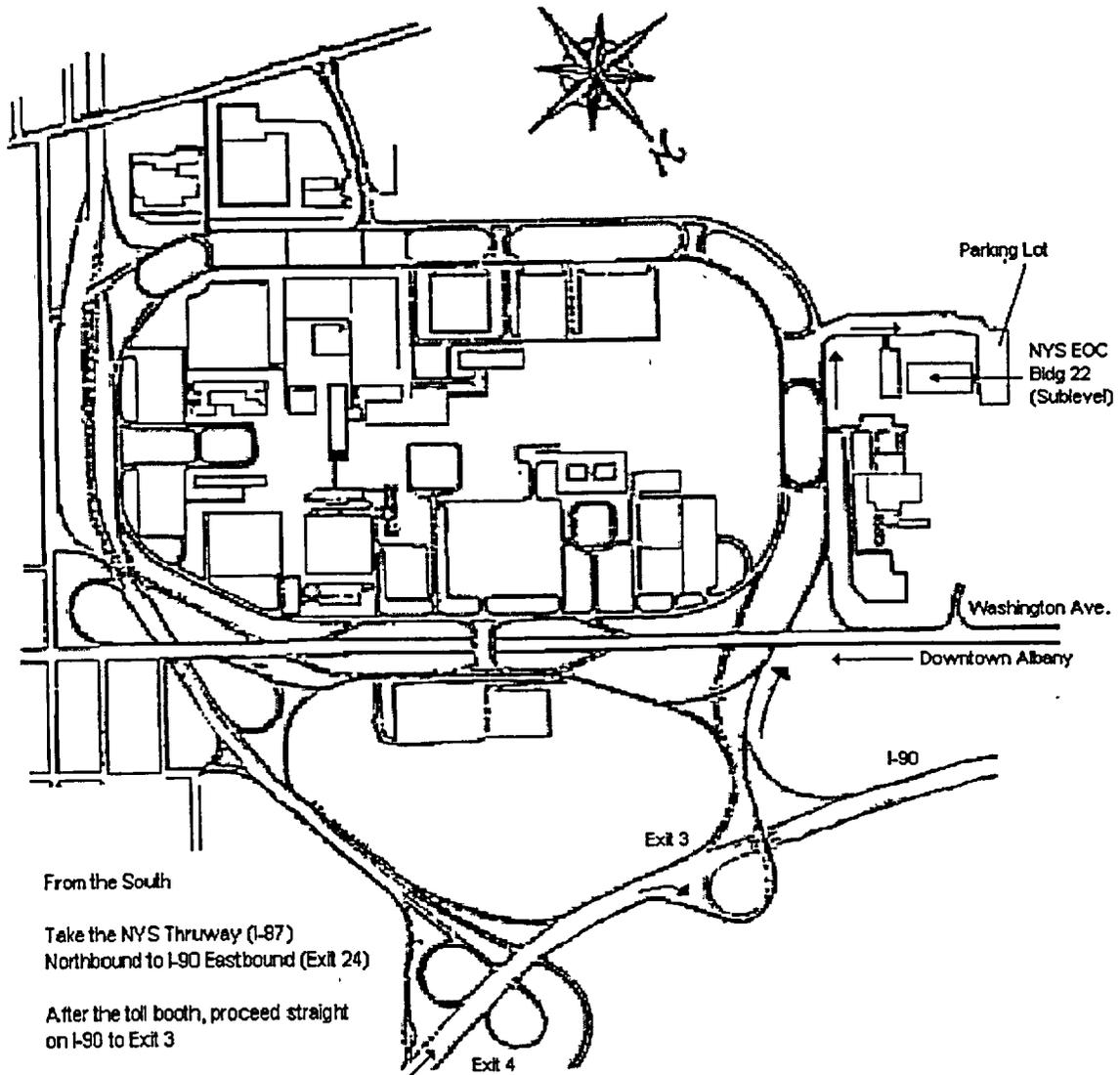
EOF Radiological Survey Map

By:		Area / Item: Occupied Areas EOF / Service Center	
Date:	Time:	Type of Survey: <input type="checkbox"/> Rad <input type="checkbox"/> Cont <input type="checkbox"/> Air	
Meter / Serial #		Smear Counter/ Serial #	
Map Key: __ =Dose Rate, * =Contact, β =Beta, O =Smear, H =Head, C =Chest, K =Knee, FL = Floor			
Air Sample Results:	RadioGas:	Particulate:	Charcoal:
Air Sample Counter / Serial #		Highest mr/hour Reading:	
Comments:			



Form IP-1030-3 Rev 0

Addendum 4
State Campus Office Building Map
Sheet 1 of 1



Addendum 5
Appendix B to § 302.4

The table of reportable amounts of radionuclides from CFR 40 PART 302—
DESIGNATION, REPORT-ABLE QUANTITIES, AND NOTIFICATION

Maintained current by Emergency Planning Department and distributed to ERO position
binders where required.

The table is designated as Form IP-1030-4, titled "APPENDIX B TO § 302.4 –
RADIONUCLIDES"

Current Revision is 0
7 pages

