



Nuclear Management Company, LLC  
Point Beach Nuclear Plant  
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January 6, 2003

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U.S. Nuclear Regulatory Commission  
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Ladies/Gentlemen:

**DOCKETS 50-266 AND 50-301**  
**EMERGENCY PLAN IMPLEMENTING PROCEDURE REVISIONS**  
**POINT BEACH NUCLEAR PLANT, UNITS 1 AND 2**

Enclosed are copies of revised procedures to the Point Beach Nuclear Plant Emergency Plan Implementing Procedures. The revised procedures dated January 3, 2003 should be filed in your copy of the manual.

Sincerely,

A.J. Cayia  
Site Vice President

FAF/kmd

Enclosures

cc: NRC Resident Inspector (w/o/e)  
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A045

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POINT BEACH NUCLEAR PLANT  
EMERGENCY PLAN IMPLEMENTING PROCEDURES

EPIP INDEX  
Revision 89  
January 3, 2003

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(T - Temporary Change)

C = Continuous Use  
R = Reference Use  
I = Information Use

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# EPIP 4.1

## TECHNICAL SUPPORT CENTER (TSC) ACTIVATION AND EVACUATION

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TECHNICAL SUPPORT CENTER (TSC)  
ACTIVATION AND EVACUATION

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TECHNICAL SUPPORT CENTER (TSC)  
ACTIVATION AND EVACUATION

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1.0 PURPOSE

This procedure provides instructions for the activation of the Technical Support Center (TSC). The TSC is activated upon declaration of an ALERT, or higher classification, or at any other time deemed necessary by the Shift Manager (SM). Activation of the TSC does **NOT** require the declaration of an emergency. Attachment A, Technical Support Center Layout, describes the facility layout.

This procedure also describes the method by which the TSC and OSC is evacuated and responsibilities transferred to alternate locations.

2.0 PREREQUISITES

2.1 Responsibilities

2.1.1 Technical Support Center Manager:

- a. Directs all onsite emergency response in support of the Control Room.
- b. Upon activation of the TSC, assumes a formal turnover of responsibilities from the SM for:
  - Assessment of plant conditions and classification recommendations to the Emergency Director per EPIP 1.2, Emergency Classifications.
  - Onsite radiological assessments and protective action recommendations (PARs).
  - NRC (ENS) Communications.
  - Assembly and Accountability, Release and Evacuation of Personnel per EPIP 6.1.
- c. Decision to evacuate the TSC and OSC and relocate to alternate areas.

2.1.2 Engineering Coordinator:

- a. TSC activation prior to the arrival of the TSC Manager.
- b. Directs the engineering staff in providing technical support.

TECHNICAL SUPPORT CENTER (TSC)  
ACTIVATION AND EVACUATION

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2.1.3 Operations Coordinator:

- a. TSC Emergency Power per Attachment C, TSC Emergency Power Supply.
- b. Interface with Control Room and input to classification based on plant conditions.
- c. Monitors EPIP 1.2 based on plant conditions and provides event classification recommendations. Assists in setting priorities in support of the Control Room.
- d. Notify personnel in the protected and exclusion areas of the event classification changes.
- e. Initiate full-site (protected and exclusion areas) assembly.

2.1.4 Rad/Chem Coordinator:

- a. Activates the TSC emergency ventilation system per Attachment B, Operation of The Emergency Ventilation at the TSC.
- b. Activates the Wisconsin Electric Dose Assessment Program - WEDAP (if EOF is **NOT** being activated) per EPIP 1.3, Attachment C.
- c. Activates the Iodine and Noble Gas (ING) Monitors per Attachment D, Activation of the Iodine and Noble Gas Radiation Monitors.
- d. Assesses onsite radiological conditions in addition to plant and facility habitability.
- e. Assumes offsite dose assessment and protective action recommendations (PARs) to the Emergency Director in the event the EOF cannot perform that function.
- f. Coordinates the release or evacuation of all non-essential personnel (protected and exclusion areas).

2.1.5 ENS Communicator - Maintains communications with NRC headquarters.

2.1.6 Plant Status Monitor:

- a. Activates Plant Process Computer System (PPCS) workstation per Attachment G, Plant Process Computer System (PPCS).
- b. Verifies the Emergency Response Data System (ERDS) is activated at an ALERT or higher classification if **NOT** previously done in the Control Room per EPIP 1.1 Attachment C.

TECHNICAL SUPPORT CENTER (TSC)  
ACTIVATION AND EVACUATION

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- c. Supports event monitoring by serving as resource for plant and environment data.
- d. Maintains plant status boards.
- 2.1.7 ERF Communicator - Maintain continuous communication between Control Room, EOF, TSC, and JPIC. Assists with monitoring plant conditions and event classifications.
- 2.1.8 OSC Coordinator - Ensures OSC priorities and reentry teams are in direct support of the Control Room and TSC. Maintains oversight of the OSC in response to medical emergencies.
- 2.1.9 Rad/Chem Monitor - Support radiological response by serving as resource for onsite assessment of radiological conditions in addition to plant and facility habitability. Maintains rad/met status boards.
- 2.1.10 Security Coordinator - Controls ingress/egress to PBNP, monitors personnel accountability, and is a liaison between Emergency Response Organization and Security.
- 2.1.11 Reactor/Core Physics Engineer - Provides engineering support.
- 2.1.12 PRA Engineer - Provides engineering support.
- 2.1.13 Mechanical System Engineer - Provides engineering support.
- 2.1.14 Electrical/I&C - Provides engineering support.
- 2.1.15 Administrative Support Leader - Provides clerical and administrative support to the Emergency Response Organization.
- 2.2 Equipment
  - 2.2.1 TSC inventory per EPMP 1.3, Routine Inventory of TSC, EOF, AEOF, JPIC, and OSC Emergency Preparedness Supplies
  - 2.2.2 TSC Satellite File and Drawing System Aperture Cards
  - 2.2.3 PPCS Workstations
  - 2.2.4 WEDAP Workstation
  - 2.2.5 Radiation Monitoring System
  - 2.2.6 Communications equipment per EPMP 2.1, Testing of Communications Equipment

TECHNICAL SUPPORT CENTER (TSC)  
ACTIVATION AND EVACUATION

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3.0 PRECAUTIONS AND LIMITATIONS

Evacuation of the TSC shall include the coordination of the evacuation for the OSC.

4.0 INITIAL CONDITIONS

4.1 This procedure shall be implemented upon declaration of an ALERT or higher classification or at the discretion of the Shift Manager to provide the Control Room technical support.

4.2 Evacuation of the TSC and OSC shall be completed when any of the following conditions exist:

4.2.1 Emergency response personnel radiation doses in the TSC/OSC are exceeding or are projected to exceed the following for the duration of the event:

a. Whole body (TEDE) 4 rem (calculated)

b. Thyroid (CDE) 25 rem (calculated)

4.2.2 Other emergency conditions (e.g., fire, toxic or flammable gases, or loss of power).

5.0 PROCEDURE

5.1 Activation

5.1.1 The TSC Manager shall ensure the completion of the TSC Position Instruction Manual, PIM TSC 2.1, TSC Manager.

**NOTE:** The facility may be activated earlier based upon the TSC Manager's discretion if determined there is an understanding of the events in progress and adequate staffing resources in place to respond to the emergency.

5.1.2 Minimum staff positions are:

- a. TSC Manager
- b. Operations Coordinator
- c. ERF Communicator
- d. OSC Coordinator
- e. Rad/Chem Coordinator

TECHNICAL SUPPORT CENTER (TSC)  
ACTIVATION AND EVACUATION

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f. Engineering Coordinator

g. ENS Communicator

5.1.3 The TSC emergency ventilation system, iodine and noble gas (ING) radiation monitors, and PPCS equipment will be activated per the attachments within this procedure.

5.1.4 The WEDAP equipment and emergency power supply will be activated, as appropriate, per the attachments within this procedure.

5.1.5 Each ERO position shall activate and assume their area of responsibility and function within the TSC using their Position Instruction Manual.

5.2 Evacuation

5.2.1 The TSC and OSC shall be evacuated under the direction of the TSC Manager.

5.2.2 The key to an orderly evacuation is good communications, formal turnover with personnel who are assuming TSC/OSC responsibilities, and documentation of actions and notifications.

5.2.3 The Operations Coordinator and Operations Support Center Coordinator shall report to the Control Room to coordinate current and projected support of the operating crew.

5.2.4 Select the best relocation area(s) (i.e., the EOF, upper level of the Admin Building, North Service Building cafeteria, computer room above the Control Room) within the plant to relocate all remaining TSC and OSC personnel.

5.2.5 Transfer responsibility for all communications to the EOF. The ENS Communicator may relocate to that facility.

5.2.6 Direct the Control Room to take responsibility for in-plant teams until the relocation area is functional.

5.2.7 Ensure all personnel are accounted for after reaching the relocation area(s).

5.2.8 Develop an immediate plan for reentry of the TSC/OSC area, if possible.

TECHNICAL SUPPORT CENTER (TSC)  
ACTIVATION AND EVACUATION

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6.0 REFERENCES

- 6.1 Point Beach Nuclear Plant Emergency Plan
- 6.2 EPIP 1.2, Emergency Classifications
- 6.3 EPIP 1.3, Dose Assessment and Protective Action Recommendations
- 6.4 EPIP 4.2, Operations Support Center (OSC) Activation and Evacuation
- 6.5 EPIP 6.1, Assembly and Accountability, Release and Evacuation of Personnel
- 6.6 EPMP 1.3, Routine Inventory of TSC, EOF, AEOF, JPIC, and OSC Emergency Preparedness Supplies
- 6.7 EPMP 2.1, Testing of Communications Equipment
- 6.8 PIM TSC 2.1, TSC Manager
- 6.9 PIM TSC 2.2, Administrative Support Leader
- 6.10 PIM TSC 2.3, Operations Coordinator
- 6.11 PIM TSC 2.4, ERF Communicator
- 6.12 PIM TSC 2.5, Plant Status Monitor
- 6.13 PIM TSC 2.6, Operations Support Center Coordinator
- 6.14 PIM TSC 2.7, Rad/Chem Coordinator
- 6.15 PIM TSC 2.8, Rad/Chem Monitor
- 6.16 PIM TSC 2.9, Engineering Coordinator
- 6.17 PIM TSC 2.10, Reactor/Core Physics Engineer
- 6.18 PIM TSC 2.11, Probabilistic Risk Assessment Engineer
- 6.19 PIM TSC 2.12, Mechanical Systems Engineer
- 6.20 PIM TSC 2.13, Electrical/Instrumentation & Control Engineer
- 6.21 PIM TSC 2.14, ENS Communicator
- 6.22 PIM TSC 2.15, Security Coordinator

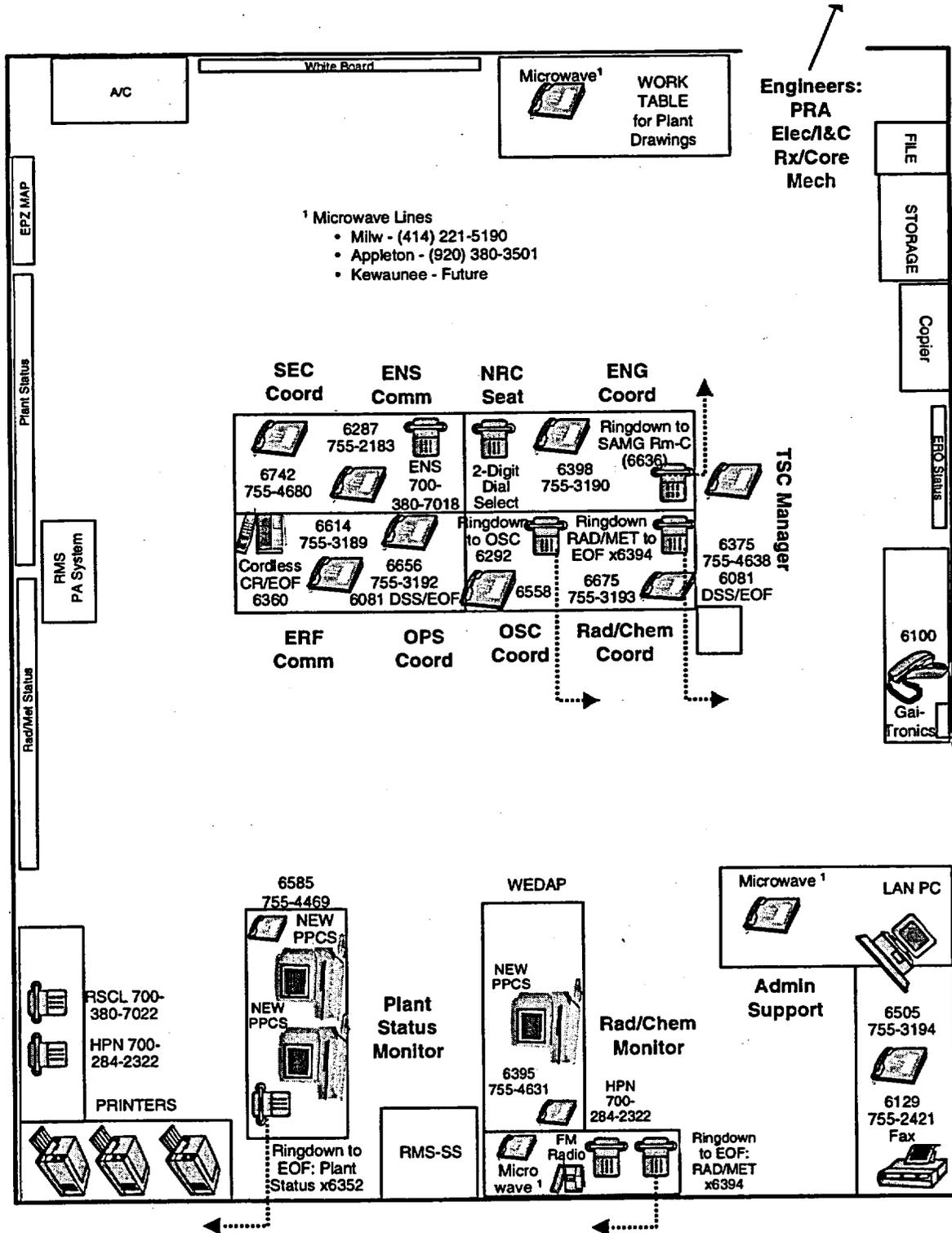
TECHNICAL SUPPORT CENTER (TSC)  
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7.0 BASES

- B-1 10 CFR 50.47(b), Emergency Plans
- B-2 10 CFR 50.47, Appendix E.IV, Content of Emergency Plans
- B-3 NUREG-0654, Criteria for Preparation and Evaluation of Radiological Response Plans and Preparedness in Support of Nuclear Power Plants
- B-4 NUREG-0737, Clarification of TMI Action Plan Requirements

TECHNICAL SUPPORT CENTER (TSC)  
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ATTACHMENT A  
TECHNICAL SUPPORT CENTER LAYOUT

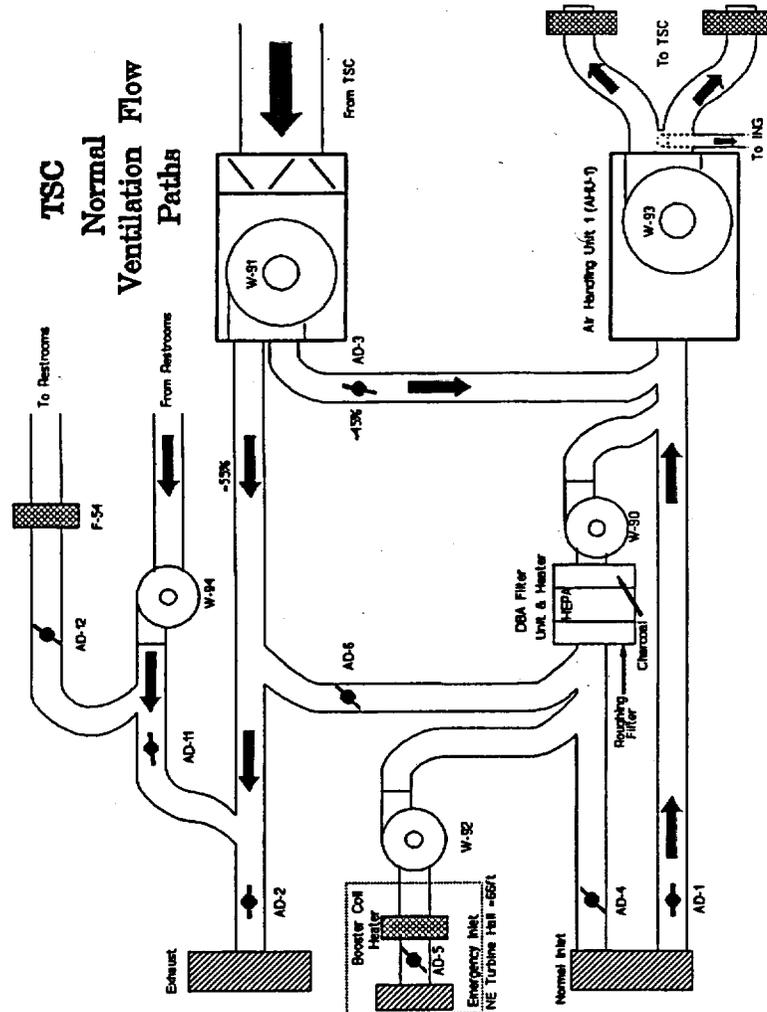


ATTACHMENT B  
OPERATION OF THE EMERGENCY VENTILATION AT THE TSC  
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1.0 DESCRIPTION - EMERGENCY VENTILATION SYSTEM

The Technical Support Center (TSC) heating and ventilating system has a normal and emergency operating mode. Under normal operation, the air intake is from the outside air vent on the east wall of the TSC building. The intake air under normal operation is essentially unfiltered.

Figure 1  
TSC Normal Ventilation Flow Paths



ATTACHMENT B  
OPERATION OF THE EMERGENCY VENTILATION AT THE TSC

Page 2 of 4

In the emergency mode, there are two optional air intake locations. One is adjacent to the normal intake on the east wall of the TSC building (see Figure 2), and the other is on the north wall of the Unit 2 turbine hall. (See Figure 3).

Figure 2  
TSC Emergency Ventilation Flow Path  
(South Inlet)

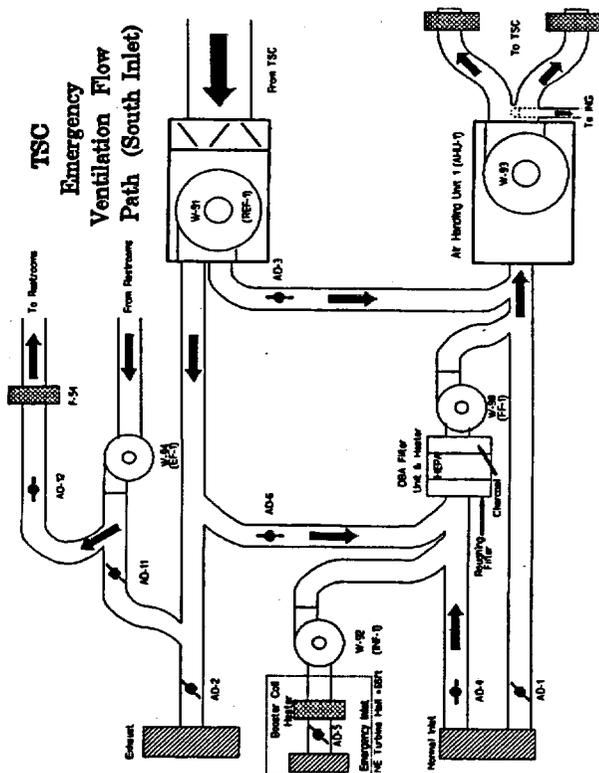
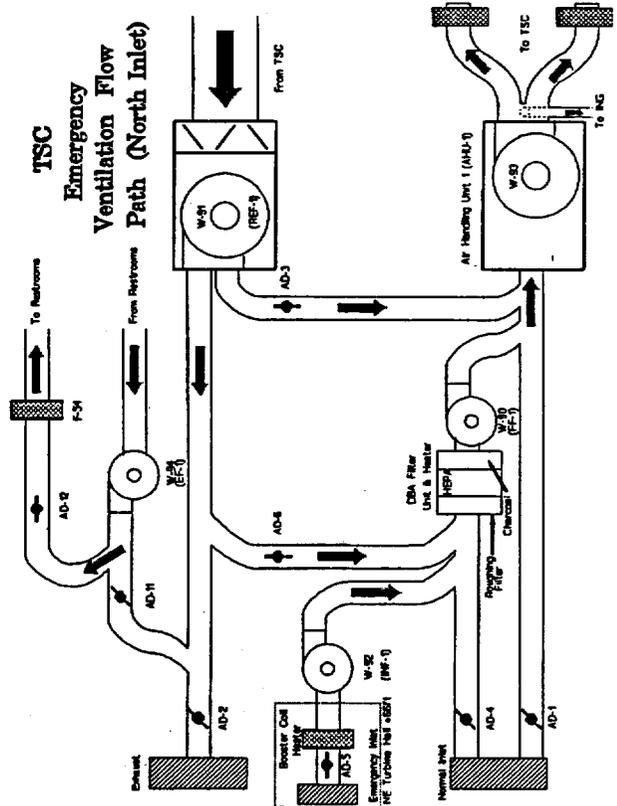


Figure 3  
TSC Emergency Ventilation Flow Path  
(North Inlet)



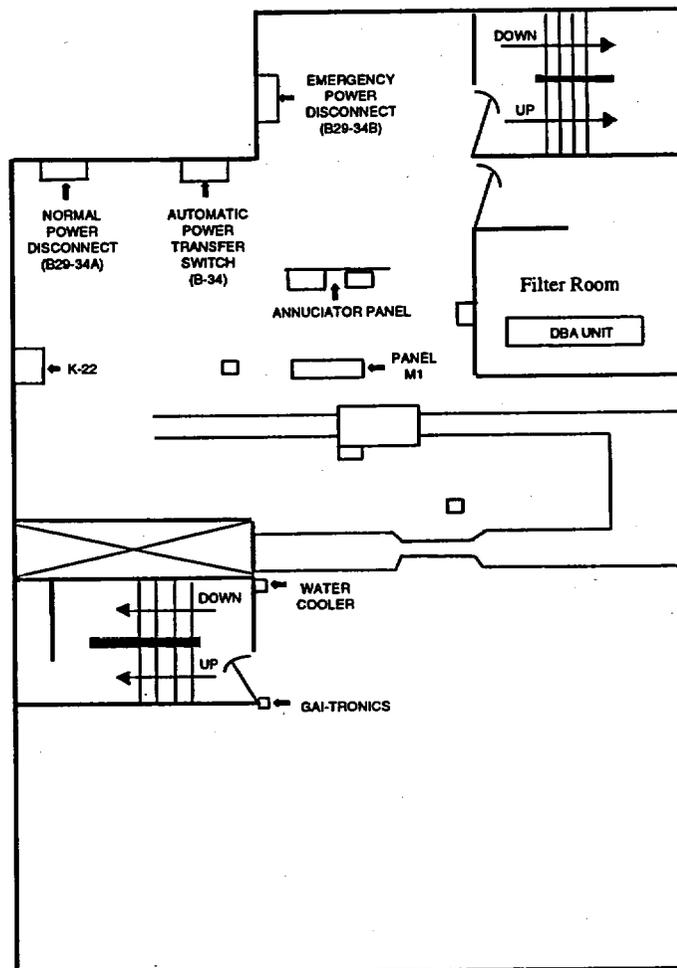
2.0 OPERATION OF THE EMERGENCY VENTILATION SYSTEM

- 2.1 Assure that air flow is from the TSC to the turbine building. Check DPI-4713A on the annunciator panel (El. 18.5') to verify that the TSC is pressurized relative to the turbine building.
- 2.2 **IF NOT**, coordinate manipulation of the turbine building supply fans, dampers, and exhaust fans with the Operations Coordinator to achieve air flow from the TSC at Door 116.

ATTACHMENT B  
OPERATION OF THE EMERGENCY VENTILATION AT THE TSC  
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- 2.3 To shift the heating, ventilating, and air conditioning system from the normal to emergency mode, locate Panel M-1.

Figure 4  
El. 18.5' - Administrative Building With TSC



- 2.3.1 Turn the "auto/unocc/occupied" switch on Panel M-1 to the "occupied" position.
- 2.3.2 Turn the "normal/emergency" control switch on Panel M-1 to the "emergency" position.
- 2.3.3 Select the north or south (east) emergency intake depending on meteorological conditions. Select the upwind intake duct.

ATTACHMENT B  
OPERATION OF THE EMERGENCY VENTILATION AT THE TSC

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2.4 TSC Auxiliary Air Conditioning

2.4.1 Select "hand" on compressor K22 located on the west wall of El. 18.5' of the TSC building (see Figure 4).

2.4.2 Turn the air handling unit (W89) disconnect to the "on" position in the TSC room north wall (see Attachment A).

2.4.3 Push "start" pushbutton.

3.0 RETURNING THE EMERGENCY VENTILATION SYSTEM TO NORMAL MODE

3.1 Heating, Ventilating, and Air Conditioning System

3.1.1 Turn the "auto/unocc/occupied" switch on Panel M-1 to the "auto" position (see Figure 4).

3.1.2 Turn the "normal/emergency" control switch on Panel M-1 to the "normal" position (see Figure 4).

3.2 TSC Auxiliary Air Conditioning

3.2.1 Select "auto" on compressor K22 located on the west wall of El. 18.5' of the TSC building (see Figure 4).

3.2.2 Push the air handling unit "stop" pushbutton.

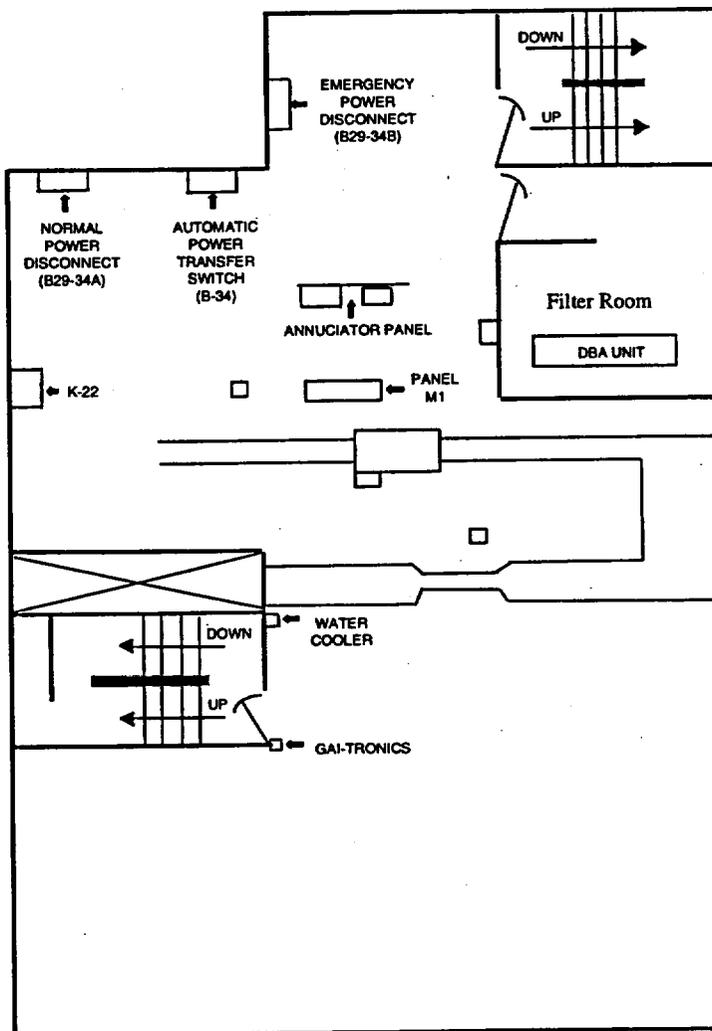
3.2.3 Turn the air handling unit (W89) disconnect to the "off" position in the TSC room north wall (see Attachment A).

ATTACHMENT C  
TSC EMERGENCY POWER SUPPLY  
Page 1 of 4

1.0 DESCRIPTION

- 1.1 The power source for the Technical Support Center (TSC) is 1B-01 480 V. (See Figure 1 for the main disconnect locations.)

Figure 1  
El. 18.5' - Administrative Building With TSC



- 1.2 The emergency power supply is available by operation of the auxiliary diesel for G05 and the auto bus transfer switch. (See Figure 1 for the emergency transfer switch location.)

ATTACHMENT C  
TSC EMERGENCY POWER SUPPLY

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1.3 Narrative Description

- 1.3.1 The small 225 kV diesel generator, which supplies backup power to the gas turbine auxiliary loads, has the capability of supplying an alternate source of power to the TSC via 480 V breaker (52T) located in the southwest corner of the gas turbine building. Control power is directly from the output of the auxiliary diesel generator. However, Breaker 52T close-open (maintained position) control switch is only electrically in the circuit when the auto/manual selector switch is in the manual position.
- 1.3.2 The TSC's normal (1B-01) and alternate (52T) power supplies are connected on El. 18.5' of the TSC, via normal manual fused disconnects, to a normal seeking auto bus transfer (ABT) switch. Upon sensing an undervoltage on the TSC's normal feeder (1B-01) for one second, the electronics within the ABT energize relay 52TX off the 24 Vdc TSC emergency lighting batteries via a 10 amp fuse located within the battery enclosure. Energizing the 52TX relay starts the diesel generator and with selector switch in auto, allows closure of alternate breaker 52T as soon as sufficient voltage is present on the output of the generator unless G05 auxiliaries have taken priority (52E emergency supply closed and/or G05 auxiliary bus undervoltage). The closing of breaker 52T establishes voltage on the alternate feeder, and the ABT switches to the alternate supply; this connects the TSC loads to the diesel generator. Subsequently, when voltage is restored to the TSC normal feeder for 30 minutes to assure stability, the ABT shifts to the "preferred" normal supply. This action activates a 5-minute time delay relay. The diesel generator continues to operate until the 5 minutes expire, whereupon relay 52TX deenergizes, opening alternate supply breaker (52T) and shutting down the diesel engine.
- 1.3.3 Apparently all time delays associated with this system are generated by the electronics package located within the auto bus transfer (ABT) switch. Relay 52TX is located just above and to the left of the TSC heating and ventilating control air compressors, also on El. 18.5'. The TSC emergency lighting batteries are located adjacent to the manual fused disconnect of the alternate supply to the ABT.
- 1.3.4 The control logic on breaker closure is arranged such that the need for the diesel to supply gas turbine auxiliaries has priority over the need to supply the TSC loads. This is true so long as the auto/manual selector switch on the original breaker control panel (in the G05 building) is left in the "AUTO" position.

ATTACHMENT C  
TSC EMERGENCY POWER SUPPLY  
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2.0 OPERATION

- 2.1 With the diesel generator supplying the G05 auxiliaries should it be discovered that G05 is inoperable, and it is deemed necessary to supply the TSC with emergency power, complete Steps 2.1.1 through 2.1.4 IN ORDER:

**CAUTION**

With the diesel generator in operation (voltage present), breaker 52T will operate to its control switch "maintained position" (close or open) coincident with placing the auto/manual selector switch to manual.

**CAUTION**

No generator overload protection is provided to trip open breaker 52T. However, it does have breaker thermal and magnetic overcurrent trips.

**CAUTION**

In the manual mode it is possible to operate both breaker 52E and 52T to the closed position. If the normal feed to the TSC is deenergized, this could result in an abrupt overload of the diesel generator with no automatic tripping of either output breaker (the 480 V supply to breaker 52T is taken off upstream of the overload protection which trips breaker 52E) unless all G05 auxiliary 480 VAC loads are stripped except for P105, the fuel oil transfer pump. This stripping should only be done if it is obvious that G05 will remain inoperable for a relatively long period.

- 2.1.1 Place 52T control switch to OPEN position.
- 2.1.2 The auto/manual selector switch must be placed to MANUAL.
- 2.1.3 Breaker (52E) to G05 auxiliaries, OPENED locally via its control switch.
- 2.1.4 Breaker (52T) TSC loads, CLOSED locally via its control switch.

ATTACHMENT C  
TSC EMERGENCY POWER SUPPLY

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- 2.2 It should be realized that so long as an undervoltage condition exists on the G05 auxiliaries the fuel oil transfer pump (P105) is inoperable. The diesel generator fuel tank limits operation to approximately three hours at full TSC load. It is recommended that you attempt to fill the fuel oil tank utilizing the static head provided by the fuel oil storage tanks. If this proves to be inadequate, placing the auto/manual selector switch to "AUTO" will energize the G05 auxiliaries but simultaneously deenergize the TSC. In the interim, should the normal supply to the G05 auxiliaries (H01 bus) be restored, breaker 52N should be manually closed to provide power to the fuel oil transfer pump in lieu of repositioning the auto manual transfer switch.

The fuel usage for the auxiliary diesel is a conservative estimate based on communications with the diesel manufacturer, operational experience and calculations provided by the system engineer.

ATTACHMENT D  
ACTIVATION OF THE IODINE AND NOBLE GAS (ING) AND PARTICULATE, IODINE AND  
NOBLE GAS (PING) RADIATION MONITORS

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1.0 ACTIVATION

1.1 Technical Support Center

1.1.1 Install a new charcoal filter in the iodine and noble gas (ING) monitor.

1.1.2 Start the iodine and noble gas sample pump on the west side of the El. 18.5' mechanical equipment room.

1.1.3 Record the initial sample flow rate and start time.

Flow Rate \_\_\_\_\_ Start Time \_\_\_\_\_

1.2 North Service Building

1.2.1 Install a new air particulate and charcoal filter in the NSB PING.

1.2.2 Plug in the monitor and start the pump.

1.2.3 Record the initial sample flow rate and start time.

Flow Rate \_\_\_\_\_ Start Time \_\_\_\_\_

2.0 INTERPRETATION OF RMS READOUTS

2.1 The concentration of noble gas is determined by multiplying the observed count rate on the readout labeled "RE-238" by the calibration constant posted adjacent to the meter. The units are  $\mu\text{Ci/cc Xe-133}$  dose equivalents.

2.2 The iodine activity in the charcoal cartridge is determined by multiplying the observed count rate on the readout labeled "RE-237" by the calibration constant posted adjacent to the meter. The units are  $\mu\text{Ci I-131}$  dose equivalents.

2.3 To convert the iodine activity into a concentration, calculate the volume of air that passed through the filter. The concentration of iodine is approximately the activity on the filter ( $\mu\text{Ci}$ ) divided by the total volume ( $\text{cm}^3$ ) for sampling periods less than 12 hours assuming no short-lived isotopes are present.

TECHNICAL SUPPORT CENTER (TSC)  
ACTIVATION AND EVACUATION

ATTACHMENT D  
ACTIVATION OF THE IODINE AND NOBLE GAS (ING) AND PARTICULATE, IODINE AND  
NOBLE GAS (PING) RADIATION MONITORS

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**NOTE:** For longer sampling periods and when short-lived isotopes are expected to be present, the following formula may be used to calculate the iodine concentration.

$$C = \frac{(\lambda A e^{\lambda t}) t_s}{\text{Vol} f (1 - e^{-\lambda t_s})}$$

Where:

Units

C	=	concentration in air	μCi/cc
Vol	=	sample volume	cc
λ	=	decay constant, 0.693/T 1/2	min <sup>-1</sup>
A	=	total activity on filter	μCi
t	=	elapsed time from sample stop to count start	min
t <sub>s</sub>	=	total sample time	min
f	=	filter collection efficiency	

- 2.4 Any changes to the alarm setpoints shall be made in accordance with the Radiation Monitoring System Alarm Setpoint & Response Book (RMSASRB).

ATTACHMENT E  
DELETED - MOVED TO EPIP 1.1

ATTACHMENT F  
DELETED - MOVED TO EPIP 1.3

ATTACHMENT G  
PLANT PROCESS COMPUTER SYSTEM (PPCS)  
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**NOTE 1:** Use PPCS terminal drops 121 (TSC) and 125 (EOF) to display the plant status board.

**NOTE 2:** Use PPCS terminal drops 122 (TSC) and 126 (EOF) to display the rad/met status board.

**NOTE 3:** If the PPCS workstation is inoperable, you can access PPCS data on a LAN computer per EPIP 4.3, Attachment H, Activation of the Remote PPCS Wave Application.

1.0 PPCS START UP (applies to all PPCS monitor drops)

1.1 Turn on the monitors, if not already on.

1.2 Check if the affected unit is selected. PB1@PPCS or PB2@PPCS displayed in the lower right hand corner of screen.

1.3 IF the affected unit is selected,  
THEN go to Step 1.13

**NOTE:** The computer reboots when changing between units.

1.4 IF the affected unit is not selected on the PPCS screen,  
THEN obtain the PPCS user name and password from the envelope in the sealed facility storage cabinet.

1.5 Select the arrow above the menu icon and left click to bring up the WDPF Main Menu.

1.6 Click on the user/login menu:

**NOTE 1:** The user name and password are case sensitive (i.e. make sure Cap Locks is off).

**NOTE 2:** If multiple attempts to enter the user/login password fail, the system will lock out the drop for approximately 15 minutes before allowing a login to occur.

1.7 Enter the user name and password.

1.8 Left click on login.

1.9 Click on PB1@PPCS or PB2@PPCS in the lower right corner to bring up the "Change Unit" window.

ATTACHMENT G  
PLANT PROCESS COMPUTER SYSTEM (PPCS)

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- 1.10 Click on the desired unit, PB1@PPCS or PB2@PPCS, in the "Change Unit" window pull down menu.
- 1.11 Click on "OK."
- 1.12 Click on "OK" in response to the "Change Unit Warning."

**NOTE:** You do not need to select "acknowledge" for the shutdown and reboot to occur.

- 1.13 Turn on the overhead projector by depressing the power (O/I) switch at the front of the unit.

2.0 DISPLAY OF PPCS DATA

- 2.1 To display the Plant Status Board (PSB), go to Step 2.1.1, OR to display the Rad/Met Status Board proceed to step 2.2

- 2.1.1 Select window number (W1) from the menu bar.

**NOTE:** The DIRECTORY screen provides a display of all the screens available to the PPCS user.

- 2.1.2 Click the DIRECTORY icon at the bottom of the screen to bring up the DIRECTORY window.

- 2.1.3 Click on the Plant Status Board button under Miscellaneous (2225 for Unit 1 or 2725 for Unit 2) in the DIRECTORY window.

**NOTE:** If unable to view the menu bar, move the cursor to the very bottom of the screen and click, downsize the displayed window, or move the displayed window to the back of the desktop.

- 2.1.4 Select window number (W5) from the menu bar. This selects the window for the projected image.

- 2.1.5 To display the Plant Status Board screen with the projector:

- a. Click the DIRECTORY icon at the bottom of the screen to bring up the DIRECTORY window.

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PLANT PROCESS COMPUTER SYSTEM (PPCS)  
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- b. Move the mouse to the far right (off the monitor screen and onto the projected screen) and click on the Plant Status Board button under Miscellaneous (2225 for Unit 1 or 2725 for Unit 2) from the DIRECTORY window.

2.1.6 Go to Step 2.3 to manually enter data onto the projected screen and to Step 2.4 to trend plant data.

2.2 Displaying the Rad/Met Status Board

2.2.1 Select window number (W1) from the menu bar.

**NOTE:** The DIRECTORY screen provides a display of all the screens available to the PPCS user.

2.2.2 Click the DIRECTORY icon at the bottom of the screen to bring up the DIRECTORY window.

2.2.3 Click on the Rad/Met button under Miscellaneous (2226 for Unit 1 or 2726 for Unit 2) from the DIRECTORY window.

**NOTE:** If unable to view the menu bar, move the cursor to the very bottom of the screen and click, downsize the displayed window, or move the displayed window to the back of the desktop.

2.2.4 Select window number (W5) from the menu bar. This selects the window for the projected image.

2.2.5 To display the Rad/Met Status Board screen with the projector:

- a. Click the DIRECTORY icon at the bottom of the screen to bring up the DIRECTORY window.

- b. Move the mouse to the far right (off the monitor screen and onto the projected screen) and Click on the Rad/Met Status Board button under Miscellaneous (2226 for Unit 1 or 2726 for Unit 2) from the DIRECTORY window.

2.2.6 Go to Step 2.3 to manually enter data onto the projected screen and to Step 2.5 to trend Radiation Monitoring System (RMS) data.

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PLANT PROCESS COMPUTER SYSTEM (PPCS)  
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2.3 Manual Entry of Data Fields

2.3.1 Move the mouse to the far right (off the monitor screen and onto the projected screen).

2.3.2 Click on the desired blue outlined block(s) to select the area for data or information entry.

**NOTE:** Use capital letters to increase the readability of the projected image.

2.3.3 Type the data or information to be displayed.

2.3.4 After updating the status board, print the applicable PPCS window in accordance with Step 3.0.

**NOTE:** All trends are viewed on the drop's monitor, not the projected image.

2.4 View and Trend Plant Status Data

2.4.1 Ensure a different window number W-2, W-3, or W-4 is selected.

2.4.2 Click on the plant system to be viewed or trended from the DIRECTORY screen.

2.4.3 Move the cursor to the desired data point (e.g. temperature, pressure).

2.4.4 Right click to bring up the menu window.

2.4.5 Left click on the menu option desired (Information or Mini-Trend). The information or trend will be displayed on the monitor screen.

2.4.6 If desired, groups or selected data points may be displayed by using the Trend Group Attribute Window by performing the following:

- a. Left click on the Graphics icon on the lower tool bar to bring up the "Trend Display" window.

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- b. Click on "Create."
- c. Click on "Live Trend."
- d. Click on "Modify Properties" to bring up the "Group Attributes Window."
- e. To display a group, click on "Copy from Group" and perform Steps 2.4.6.f-g. If an individual data point is desired to be trended go directly to Step 2.4.6 h.
- f. Click on the group you wish to trend from the Group listing in the "Select a Group" window.
- g. Click "Apply", which closes the Select a Group window and then go to Step 2.4.6 l.
- h. To display an individual point, click on "Add Point" on the Group Attribute Window.

**NOTE 1: Up to eight (8) data points may be trended in each Trend Display Window.**

**NOTE 2: The point names may be found on the group listing as described in Step 2.4.6 f above. A list of Point Names is also available on an operator aid at the Plant Status Board work areas.**

- i. Enter the point name (e.g. LT972 or 1RE211).
- j. Click on "OK."
- k. Continue to add points by repeating Steps 2.4.6 h. – j.
- l. Select and change the live time interval, if desired.
- m. Change the graph scales, if desired, by performing the following:
  - Click on the point you which to change the scale.
  - Click on modify.

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- Click on "Default" in Scale Limits
  - Select "User Entered" from menu
  - Select linear or logarithmic scale
  - Enter the High scale value in the High block
  - Enter the Low scale value in the Low block
  - Click on "OK".
- n. Click on "Apply." The graph will appear and display the information.
- 2.5 View and Trend Radiation Monitoring System (RMS) Data.
- 2.5.1 Ensure a different window number W-2, W-3, or W-4 is selected and then click on the RMS grid icon (2260 for Unit 1 and 2760 for Unit 2) from the DIRECTORY. The RMS Grid should be displayed.
- 2.5.2 Move the cursor to the desired RMS monitor number to be viewed or trended on the RMS Grid.
- 2.5.3 Right click to bring up the menu window.
- 2.5.4 Left click on the menu option desired (Information or Mini-Trend). The information or trend will be displayed on the monitor screen.
- 2.5.5 If desired, selected RMS points may be displayed by using the Trend Group Attribute window by performing Step 2.4.6.
- 2.5.6 To view the RMS history bar graph trends (last 24-1 minute periods, 24-10 minute periods, 24 hours, or 24 days) click on the box in front of the desired RMS monitor.

ATTACHMENT G  
PLANT PROCESS COMPUTER SYSTEM (PPCS)

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3.0 PRINTING PPCS SCREENS

- 3.1 If the background area behind the windows is not exposed, reduce the window size slightly.

**NOTE:** A screen printout may be obtained by following Step 3.2. Select "Print Screen" instead of "Snapshot." No further actions are needed and the printout is routed automatically to the color printer.

- 3.2 With the cursor over the background area, hold down the right mouse button and scroll down until "Snapshot" is highlighted, then release the right button.

- 3.3 In the SNAPSHOT window, select HIDE WINDOW DURING CAPTURE and then click on the SNAP button. "Select Window" will appear on the bottom of the window.

**NOTE:** It takes approximately 5-8 seconds for the snapshot to be recorded. If you do not left click on the window desired within approximately 8 seconds after "Select window" is displayed, the snap process will stop.

- 3.4 Within 5 seconds of clicking on the SNAP button, left click on the window you desire to print. "Snap Succeeded" will appear on the bottom of the snapshot window after 5-8 seconds.

- 3.5 Click on "View" in the SNAPSHOT window. The Image Tool (V3.6FCS) window will appear and display the captured window.

- 3.6 Click on File>Print Preview on the Image Tool (V3.6FCS) window to preview the image to be printed. Do not confuse this with the Image Tool: Palette, which is not used and may be closed, if desired.

- 3.7 Click on File>Print on the Image Tool (V3.6FCS) window to display the tools used to modify the size and orientation of the print image.

- 3.8 Make adjustments to the orientation and size of the printed image:

3.8.1 Select the orientation (landscape or portrait).

3.8.2 Scale the size of the image using the slider or  $\Delta$   $\nabla$  buttons, while viewing the image on the Image Tool Print Preview window.

TECHNICAL SUPPORT CENTER (TSC)  
ACTIVATION AND EVACUATION

---

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PLANT PROCESS COMPUTER SYSTEM (PPCS)  
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- 3.9 When in the TSC, select:
- 3.9.1 TSCLJ to print black and white.
  - 3.9.2 TSCSC to print color.
- 3.10 When in the EOF, select:
- 3.10.1 SBCLJ to print black and white.
  - 3.10.2 SBCSC to print color.
- 3.11 Click on "Print" in the Print or Print Preview window to print the selected screen.
- 3.12 **IF** the printer fails to print in the TSC,  
**THEN** check the ethernet switches on TSC-T on the rack in the Southwest corner wall rack are plugged in.
- 3.13 **IF** the printer fails to print in the EOF,  
**THEN** contact security to open the door to the Switch Room in the SBCC and check the ethernet switches on SBC-T are plugged in.

# EPIP 4.2

## OPERATIONS SUPPORT CENTER (OSC) ACTIVATION AND EVACUATION

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OPERATIONS SUPPORT CENTER (OSC) ACTIVATION  
AND EVACUATION

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OPERATIONS SUPPORT CENTER (OSC) ACTIVATION  
AND EVACUATION

---

1.0 PURPOSE

This procedure provides instructions for the activation of the Operations Support Center (OSC). The OSC is activated upon declaration of an ALERT or higher classification, or at any other time deemed necessary by the SM. Activation of the OSC does not require the declaration of an emergency. Attachment A, Operation Support Center Layout, describes the facility layout.

This procedure also describes the evacuation of the OSC, which will be done in unison with the TSC.

2.0 PREREQUISITES

2.1 Responsibilities

2.1.1 Reentry Team Coordinator:

- a. Activation and oversight of the OSC activities and reentry team dispatch (repair, fire, search and rescue), including non-PBNP or contractor teams per EPIP 10.1, Emergency Reentry.
- b. Tracking reentry teams previously dispatched from the Control Room prior to OSC activation.
- c. Medical emergencies per EPIP 11.2, Medical Emergency.

2.1.2 Operations Leader:

- a. OSC activation prior to the arrival of the Reentry Team Coordinator.
- b. Supervises the operations reentry teams.

2.1.3 Radiation Protection (RP) Leader - Supervises onsite radiation protection tasks and briefs/debriefs reentry teams on radiological concerns.

2.1.4 Instrumentation and Control (I&C) Leader - Supervises I&C reentry teams.

2.1.5 Mechanical Leader - Supervises mechanical reentry teams.

2.1.6 Electrical Leader - Supervises electrical reentry teams.

2.1.7 Chemistry Leader - Supervises chemistry reentry teams.

2.1.8 Team Lead - Reentry team member assigned to direct reentry team response during dispatch.

2.1.9 TSC Manager - Decision to evacuate the OSC and relocate to alternate areas.

OPERATIONS SUPPORT CENTER (OSC) ACTIVATION  
AND EVACUATION

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2.2 Equipment

2.2.1 OSC Inventory

- a. EPMP 1.1, Routine Check, Maintenance, Calibration and Inventory Schedule for Radiation Protection Emergency Preparedness Equipment
- b. EPMP 1.3, Routine Inventory of TSC, EOF, AEOF, JPIC and OSC Emergency Preparedness Supplies

2.2.2 Communications equipment per EPMP 2.1, Testing of Communications Equipment

2.2.3 Other equipment determined necessary to support the event (i.e., Maintenance, Radiation Protection, Radiochemical, etc.)

3.0 PRECAUTIONS AND LIMITATIONS

Until the OSC is activated and formally assumes responsibility for teams, the SM maintains responsibility for reentry teams.

4.0 INITIAL CONDITIONS

4.1 Declaration of an ALERT or higher classification or in conjunction with the Technical Support Center (TSC) if it is deemed necessary to support plant operations.

4.2 Evacuation of the TSC and OSC shall be considered when any of the following conditions exist:

4.2.1 Emergency response personnel radiation doses in the TSC/OSC are exceeding or are projected to exceed the following for the duration of the event:

- a. Whole body (TEDE) 4 rem (calculated)
- b. Thyroid (CDE) 25 rem (calculated)

4.2.2 Other emergency conditions (e.g., fire, toxic or flammable gases, or loss of power).

OPERATIONS SUPPORT CENTER (OSC) ACTIVATION  
AND EVACUATION

---

5.0 PROCEDURE

5.1 Activation

5.1.1 The Reentry Team Coordinator shall ensure the completion of the OSC Position Instruction Manual, OSC 3.1, Reentry Team Coordinator.

**NOTE:** The facility may be activated earlier based upon the Reentry Team Coordinator's discretion if determined there is an understanding of the events in progress and adequate staffing resources in place to respond to the emergency.

5.1.2 Minimum staff position in the OSC are:

- a. Reentry Team Coordinator
- b. Operations Leader
- c. I&C Leader
- d. Mechanical Leader or Electrical Leader
- e. RP Leader
- f. Chemistry Leader

5.1.3 Each ERO position shall activate and assume their area of responsibility and function within the OSC using their Position Instruction Manual.

5.2 Evacuation

5.2.1 The OSC will be evacuated in accordance with EPIP 4.1, Technical Support Center (TSC) Activation and Evacuation, under the direction of the TSC Manager and coordinated with the Reentry Team Coordinator.

5.2.2 The key to an orderly evacuation is good communications, conducting a formal turnover with personnel assuming OSC responsibilities, and documentation of actions.

5.2.3 The Control Room will take responsibility for in-plant teams until the relocation area is functional.

5.2.4 Ensure all personnel are accounted for after reaching the relocation area(s).

OPERATIONS SUPPORT CENTER (OSC) ACTIVATION  
AND EVACUATION

---

6.0 REFERENCES

- 6.1 Point Beach Nuclear Plant Emergency Plan
- 6.2 EPIP 4.1, Technical Support Center (TSC) Activation and Evacuation
- 6.3 EPIP 10.1, Emergency Reentry
- 6.4 EPIP 11.2, Medical Emergency
- 6.5 EPMP 1.1, Routine Check, Maintenance, Calibration and Inventory Schedule for Radiation Protection Emergency Preparedness Equipment
- 6.6 EPMP 1.3, Routine Inventory of TSC, EOF, AEOF, JPIC and OSC Emergency Preparedness Supplies
- 6.7 PIM OSC 3.1, Reentry Team Coordinator
- 6.8 PIM OSC 3.2, Radiation Protection Leader
- 6.9 PIM OSC 3.3, I&C Leader
- 6.10 PIM OSC 3.4, Mechanical Leader
- 6.11 PIM OSC 3.5, Electrical Leader
- 6.12 PIM OSC 3.6, Chemistry Leader
- 6.13 PIM OSC 3.7, Operations Leader
- 6.14 PIM TSC 2.1, TSC Manager

7.0 BASES

- B-1 10 CFR 50.47(b), Emergency Plans
- B-2 10 CFR 50.47, Appendix E.IV, Content of Emergency Plans
- B-3 NUREG-0654, Criteria for Preparation and Evaluation of Radiological Response Plans and Preparedness in Support of Nuclear Power Plants
- B-4 NUREG-0737, Clarification of TMI Action Plan Requirements



# EPIP 4.3

## EMERGENCY OPERATIONS FACILITY (EOF) ACTIVATION AND EVACUATION

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EMERGENCY OPERATIONS FACILITY (EOF)  
ACTIVATION AND EVACUATION

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EMERGENCY OPERATIONS FACILITY (EOF)  
ACTIVATION AND EVACUATION

---

1.0 PURPOSE

This procedure provides instructions for the activation of the Emergency Operations Facility (EOF). The EOF is activated upon declaration of an ALERT, or higher classification, or at any other time deemed necessary by the Shift Manager (SM). Activation of the EOF does not require the declaration of an emergency. Attachment A, Emergency Operations Facility Layout, describes the facility layout.

This procedure also describes the method by which the EOF and Offsite Radiation Protection Facility (OSRPF) is evacuated and responsibilities transferred.

2.0 PREREQUISITES

2.1 Responsibilities

2.1.1 Emergency Director:

- a. Directs the overall management of the emergency response and recovery operations, including requests for federal assistance.
- b. Upon activation of the EOF, assumes a formal turnover from the SM for non-delegable responsibilities, including:
  - Classification/Re-classification of emergencies
  - Protective Action Recommendations
  - Notification of Federal, State, and County authorities
  - Authorizing the use of potassium iodide
  - Authorizing emergency radiation dose extensions
- c. Decision to evacuate the EOF and OSRPF and relocate to alternate areas.

2.1.2 EOF Manager:

- a. EOF activation prior to the arrival of the Emergency Director.
- b. Commands and controls the EOF emergency response activities.

EMERGENCY OPERATIONS FACILITY (EOF)  
ACTIVATION AND EVACUATION

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- 2.1.3 Dose/PAR Coordinator:
- a. Directs the Offsite Radiation Protection Facility Coordinator to activate the EOF emergency ventilation system per Attachment B, Operation of the EOF Emergency Ventilation System & Annunciator Panel.
  - b. Activates the Wisconsin Electric Dose Assessment Program - WEDAP per EPIP 1.3, Dose Assessment and Protective Action Recommendations.
  - c. Initiates the activation of the Iodine and Noble Gas (ING) Monitors per Attachment D, Activation of the Iodine and Noble Gas (ING) Radiation Monitors.
  - d. Directs offsite dose assessment. Develops Protective Action Recommendations (PARs) based on dose for the Emergency Director's approval.
- 2.1.4 Plant Status Monitor:
- a. Activates Plant Process Computer System (PPCS) workstation per Attachment 1, Plant Process Computer System (PPCS).
  - b. Supports event monitoring by serving as the resource for plant and environmental data. Maintains plant status boards.
- 2.1.5 ERF Communicator - Maintains continuous communications between the CR, TSC, EOF and JPIC. Assists with event classification.
- 2.1.6 Dose/PAR Monitor - Supports radiological response by serving as resource for offsite assessment of radiological conditions and assists with development of Protective Action Recommendations (PARs) based on dose. Maintains rad/met status boards.
- 2.1.7 HPN/SRC Communicator - Communicates information to NRC and State of Wisconsin Department of Health and Family Services - State Radiological Coordinator.
- 2.1.8 State/County Communicator - Communicates information to State and County agencies.
- 2.1.9 State Liaison - Ensures that the State of Wisconsin has adequate information to implement offsite emergency plans. Reports to the State Emergency Operations Center.

EMERGENCY OPERATIONS FACILITY (EOF)  
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- 2.1.10 County Liaison - Ensures that Kewaunee County and Manitowoc County has adequate information to implement offsite emergency plans. Reports to the County Emergency Operation Centers.
- 2.1.11 Resource Coordinator - Obtains resources needed for emergency response, including communications with supporting agencies.
- 2.1.12 Offsite Assembly Area Coordinator - Assists the Security Coordinator in controlling site ingress/egress, including release and/or evacuation of personnel to offsite assembly areas.
- 2.1.13 Administrative Support Leader - Provides clerical and administrative support to emergency organization.

2.2 Equipment

- 2.2.1 EOF inventory per EPMP 1.3, Routine Inventory of TSC, EOF, AEOF, JPIC and OSC Emergency Preparedness Supplies.
- 2.2.2 PPCS Workstations
- 2.2.3 WEDAP Workstation
- 2.2.4 Communications equipment per EPMP 2.1, Testing of Communications Equipment.

3.0 PRECAUTIONS AND LIMITATIONS

Evacuation of the EOF shall include the coordination of the evacuation for the OSRPF.

4.0 INITIAL CONDITIONS

- 4.1 This procedure shall be implemented upon declaration of an ALERT or higher classification or at the discretion of the Shift Manager to provide the Control Room support with offsite interfaces.
- 4.2 Evacuation of the EOF and OSRPF shall be completed when any of the following conditions exist.
  - 4.2.1 Emergency response personnel radiation doses in the EOF/OSRPF are exceeding or are projected to exceed the following for the duration of the event:
    - a. Whole body (TEDE) 4 rem (calculated)
    - b. Thyroid (CDE) 25 rem (calculated)

EMERGENCY OPERATIONS FACILITY (EOF)  
ACTIVATION AND EVACUATION

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4.2.2 Other emergency conditions exist (i.e., fire, toxic or flammable gases, or loss of power).

5.0 PROCEDURE

5.1 Activation

5.1.1 The EOF Manager shall ensure the completion of the EOF Position Instruction Manual 4.2, EOF Manager.

**NOTE: The facility may be activated earlier based upon the EOF Manager's discretion if determined there is an understanding of the events in progress and adequate staffing resources in place to respond to the emergency.**

5.1.2 Minimum staff positions are:

- a. Emergency Director
- b. EOF Manager
- c. Dose/PAR Coordinator
- d. State/Counties Communicator
- e. ERF Communicator
- f. OSRPF Coordinator
- g. Resource Coordinator

5.1.3 The EOF emergency ventilation system, iodine and noble gas (ING) radiation monitors, and PPCS equipment shall be activated per the attachments to this procedure.

5.1.4 Each ERO position shall activate and assume their area of responsibility and function within the EOF using their Position Instruction Manual.

EMERGENCY OPERATIONS FACILITY (EOF)  
ACTIVATION AND EVACUATION

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5.2 Evacuation

- 5.2.1 The EOF and OSRPF will be evacuated under the direction of the EOF Manager.
- 5.2.2 The key to an orderly evacuation is good communications, formal turnover with personnel assuming EOF and OSRPF responsibilities, and documentation of actions and notifications.
- 5.2.3 Minimize the number of vehicles used to transport people and equipment to other facilities.
  - a. The Alternate Offsite Radiation Protection Facility is the KNPP Site Boundary Facility (SBF) located about one mile west of KNPP on Kewaunee County Nuclear Road per Attachment F, WPS - KNPP Site Boundary Facility.
  - b. The Alternate EOF (AEOF) is located in the Wisconsin Public Service corporate office at 700 North Adams Street, Green Bay, WI in Room D2-3 (per Attachment G, AEOF - Green Bay). Data from the PPCS is obtained per Attachment H, Activation Of The Remote PPCS WAVE Application.
- 5.2.4 Transfer responsibility for all communications to the TSC until the AEOF is activated. Some communicators may temporarily relocate to that facility prior to activation of the AEOF.
- 5.2.5 Transfer responsibility for the OSRPF oversight and offsite dose assessments for protective action recommendations to the TSC.
- 5.2.6 Ensure all personnel are accounted for after reaching the relocation area(s).
- 5.2.7 Activate the AEOF by each ERO position reassuming their area of responsibility and function using their Position Instruction Manual.
- 5.2.8 Develop an immediate plan for reentry of the EOF/OSRPF area, if possible.

6.0 REFERENCES

- 6.1 Point Beach Nuclear Plant Emergency Plan
- 6.2 EPIP 1.3, Dose Assessment and Protective Action Recommendations
- 6.3 EPIP 4.7, Offsite Radiation Protection Facility (OSRPF) Activation and Evacuation

EMERGENCY OPERATIONS FACILITY (EOF)  
ACTIVATION AND EVACUATION

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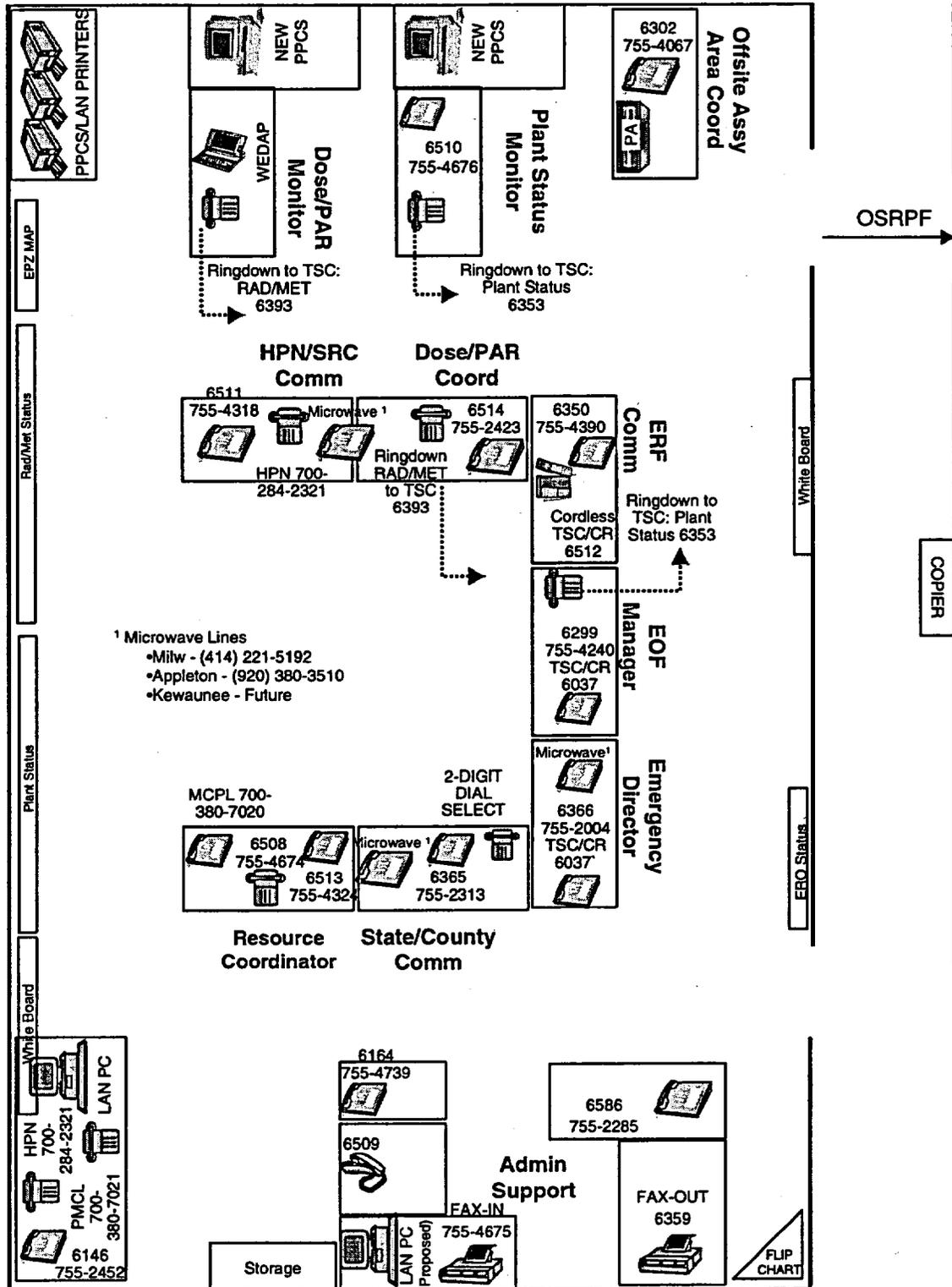
- 6.4 EPMP 1.3, Routine Inventory of TSC, EOF, AEOF, JPIC and OSC Emergency Preparedness Supplies
- 6.5 EPMP 2.1, Testing of Communications Equipment
- 6.6 PIM EOF 4.1, Emergency Director
- 6.7 PIM EOF 4.2, EOF Manager
- 6.8 PIM EOF 4.3, Administrative Support Leader
- 6.9 PIM EOF 4.4, Resource Coordinator
- 6.10 PIM EOF 4.5, Dose/PAR Coordinator
- 6.11 PIM EOF 4.6, Dose/PAR Monitor
- 6.12 PIM EOF 4.7, HPN/SRC Communicator
- 6.13 PIM EOF 4.10, State/County Communicator
- 6.14 PIM EOF 4.11, State Liaison
- 6.15 PIM EOF 4.12, County Liaison
- 6.16 PIM EOF 4.13, Offsite Assembly Area Coordinator
- 6.17 PIM EOF 4.14, ERF Communicator
- 6.18 PIM EOF 4.15, Plant Status Monitor

7.0 BASES

- B-1 10 CFR 50.47(b), Emergency Plans
- B-2 10 CFR 50.47, Appendix E. IV, Content of Emergency Plans
- B-3 NUREG 0654, Criteria for Preparation and Evaluation of Radiological Response Plans and Preparedness in Support of Nuclear Power Plants
- B-4 NUREG-0737, Clarification of TMI Action Plan Requirements
- B-5 Calculation 2002-0017, RE-242 High Alarm Setpoint Analysis, 8/19/02
- B-6 CA025588, SBCC RMS Alarms

EMERGENCY OPERATIONS FACILITY (EOF)  
ACTIVATION AND EVACUATION

ATTACHMENT A  
EMERGENCY OPERATIONS FACILITY LAYOUT



ATTACHMENT B  
OPERATION OF THE EOF EMERGENCY VENTILATION SYSTEM & ANNUNCIATOR PANEL  
Page 1 of 2

**NOTE: Contact the Control Room prior to implementing this procedure to advise them of the RMS alarm they will be receiving.**

1.0 DESCRIPTION - EMERGENCY VENTILATION SYSTEM

The EOF's emergency ventilation system has a normal and emergency operation mode. Under all modes of operation, fresh air is taken in from the vent on the south end of the west side of the building. Under normal conditions the air is filtered by roughing and electrostatic filters. In the emergency mode, a minimum amount of outside air is taken into the building and incoming air is routed through an additional high efficiency particulate filter.

2.0 EMERGENCY OPERATION OF THE EMERGENCY VENTILATION SYSTEM

2.1 The control panel for the SBCC ventilation system (M1) is located in the mechanical equipment room. Access to the mechanical equipment room is through the men's restroom and locker area.

2.2 To shift from the normal to the emergency mode, manually place the switch S3 on panel M1 to the "Emergency" position.

3.0 EMERGENCY OPERATIONS POWER SUPPLY

Electrical power to the Site Boundary Control Center, and therefore the EOF, is provided by Wisconsin Public Service Corporation (WPSC) via a distribution feeder. In case of loss of electrical power, call WPSC. The telephone number for WPSC can be found in the Emergency Telephone Directory.

4.0 DESCRIPTION - EOF ANNUNCIATOR PANEL

4.1 The EOF's annunciator panel monitors eight parameters in the Site Boundary Control Center building. The control room may receive a common alarm upon annunciation of some of the eight alarms.

4.1.1 Holding tank high level - alarms on high level, holding tank must be pumped by a contractor.

4.1.2 Dosing tank high level - alarms on high level.

4.1.3 Fire detector - annunciates upon detection of a fire.

4.1.4 Emergency mode - annunciates when building HVAC system is switched to the emergency mode.

EMERGENCY OPERATIONS FACILITY (EOF)  
ACTIVATION AND EVACUATION

---

ATTACHMENT B

OPERATION OF THE EOF EMERGENCY VENTILATION SYSTEM & ANNUNCIATOR PANEL

Page 2 of 2

- 4.1.5 Building temperature low - annunciates upon exceeding the setpoint for the building temperature. This usually indicates a heating system failure.
- 4.1.6 Pump failure - annunciates whenever a pump associated with control panel M1, does not start on demand, after a 30-second time delay.
- 4.1.7 Air filter plugged - annunciates when the electrostatic air filter is plugged and the differential pressure across the filter exceeds the setpoint.
- 4.1.8 Compressed air low pressure - annunciates when the air pressure in the supply header to the Johnson Controls control system falls below the setpoint.
- 4.2 Response to annunciator panel alarms.
  - 4.2.1 Be prepared to respond to the Control Room questions regarding the cause of the alarm.
  - 4.2.2 Take actions and/or call for the assistance as required.

ATTACHMENT C  
DELETED - MOVED TO EPIP 1.3

EMERGENCY OPERATIONS FACILITY (EOF)  
ACTIVATION AND EVACUATION

---

ATTACHMENT D  
ACTIVATION OF THE IODINE AND NOBLE GAS (ING) RADIATION MONITORS  
Page 1 of 2

Coordinate with the Offsite Radiation Protection Coordinator:

1.0 ACTIVATION

- 1.1 Install a new charcoal filter in the Iodine and Noble Gas Monitor.
- 1.2 Start the iodine and noble gas sample pump in the heating and ventilation room adjacent to the men's lavatory.
- 1.3 Record the initial sample flow rate and start time.

Flow Rate \_\_\_\_\_ Start Time \_\_\_\_\_

2.0 INTERPRETATION OF RMS READOUTS

- 2.1 The concentration of noble gas is determined by multiplying the observed count rate on the readout labeled "RE-242" by the calibration constant posted adjacent to the meter. The resulting units are  $\mu\text{Ci/cc}$  Xe-133 dose equivalents.
- 2.2 The iodine activity on the charcoal cartridge is obtained by multiplying the observed count rate on the readout labeled "RE-241" by the calibration constant posted adjacent to the meter. The resulting units are  $\mu\text{Ci}$  - I-131 dose equivalents.
- 2.3 Calculation 2002-0017 determined for RE-242 under LOCA accident conditions that each interval of 5000 cpm on the meter readout corresponds to a submersion dose rate of 100 mrem/hour in the environs outside the SBCC. (B-5) (B-6)

EMERGENCY OPERATIONS FACILITY (EOF)  
ACTIVATION AND EVACUATION

---

ATTACHMENT D  
ACTIVATION OF THE IODINE AND NOBLE GAS (ING) RADIATION MONITORS  
Page 2 of 2

- 2.4 To convert the iodine activity into a concentration, calculate the volume of air that passed through the filter. The concentration of iodine is approximately the activity on the filter ( $\mu\text{Ci}$ ) divided by the total volume ( $\text{cm}^3$ ) for sampling periods less than 12 hours, this assumes no short-lived isotopes are present.

**NOTE:** For longer sampling periods and when short-lived iodine isotopes are expected to be present, the following formula may be used to calculate the iodine concentration:

$$C = \frac{(\lambda A e^{\lambda t})'s}{F p(1 - e^{-\lambda t})}$$

Where:

		<u>Units</u>
C	= concentration in air	$\mu\text{Ci/cc}$
F	= sample volume	cc
$\lambda$	= decay constant, $0.693T^{1/2}$	$\text{min}^{-1}$
A	= total activity on filter	$\mu\text{Ci}$
t	= elapsed time from sample stop to count start	min
's	= total sample time	min
p	= filter collection efficiency	

Any changes to the alarm setpoints shall be made in accordance with the Radiation Monitoring System Alarm Setpoint & Response Book (RMSASRB) kept in the Control Room.

ATTACHMENT E  
PLANT PROCESS COMPUTER SYSTEM (PPCS)  
Page 1 of 8

**NOTE 1:** Use PPCS terminal drops 121 (TSC) and 125 (EOF) to display the plant status board.

**NOTE 2:** Use PPCS terminal drops 122 (TSC) and 126 (EOF) to display the rad/met status board.

**NOTE 3:** If the PPCS workstation is inoperable, you can access PPCS data on a LAN computer per EPIP 4.3, Attachment H, Activation of the Remote PPCS Wave Application.

1.0 PPCS START UP (applies to all PPCS monitor drops)

1.1 Turn on the monitors, if not already on.

1.2 Check if the affected unit is selected. PB1@PPCS or PB2@PPCS displayed in the lower right hand corner of screen.

1.3 **IF** the affected unit is selected,  
**THEN** go to Step 1.13

**NOTE:** The computer reboots when changing between units.

1.4 **IF** the affected unit is not selected on the PPCS screen,  
**THEN** obtain the PPCS user name and password from the envelope in the sealed facility storage cabinet.

1.5 Select the arrow above the menu icon and left click to bring up the WDPF Main Menu.

1.6 Click on the user/login menu:

**NOTE 1:** The user name and password are case sensitive (i.e. make sure Cap Locks is off).

**NOTE 2:** If multiple attempts to enter the user/login password fail, the system will lock out the drop for approximately 15 minutes before allowing a login to occur.

1.7 Enter the user name and password.

1.8 Left click on login.

1.9 Click on PB1@PPCS or PB2@PPCS in the lower right corner to bring up the "Change Unit" window.

EMERGENCY OPERATIONS FACILITY (EOF)  
ACTIVATION AND EVACUATION

---

ATTACHMENT E  
PLANT PROCESS COMPUTER SYSTEM (PPCS)

Page 2 of 8

1.10 Click on the desired unit, PB1@PPCS or PB2@PPCS, in the "Change Unit" window pull down menu.

1.11 Click on "OK."

1.12 Click on "OK" in response to the "Change Unit Warning."

**NOTE: You do not need to select "acknowledge" for the shutdown and reboot to occur.**

1.13 Turn on the overhead projector by depressing the power (O/I) switch at the front of the unit.

2.0 DISPLAY OF PPCS DATA

2.1 To display the Plant Status Board (PSB), go to Step 2.1.1, OR to display the Rad/Met Status Board proceed to step 2.2

2.1.1 Select window number (W1) from the menu bar.

**NOTE: The DIRECTORY screen provides a display of all the screens available to the PPCS user.**

2.1.2 Click the DIRECTORY icon at the bottom of the screen to bring up the DIRECTORY window.

2.1.3 Click on the Plant Status Board button under Miscellaneous (2225 for Unit 1 or 2725 for Unit 2) in the DIRECTORY window.

**NOTE: If unable to view the menu bar, move the cursor to the very bottom of the screen and click, downsize the displayed window, or move the displayed window to the back of the desktop.**

2.1.4 Select window number (W5) from the menu bar. This selects the window for the projected image.

2.1.5 To display the Plant Status Board screen with the projector:

- a. Click the DIRECTORY icon at the bottom of the screen to bring up the DIRECTORY window.

ATTACHMENT E  
PLANT PROCESS COMPUTER SYSTEM (PPCS)  
Page 3 of 8

- b. Move the mouse to the far right (off the monitor screen and onto the projected screen) and click on the Plant Status Board button under Miscellaneous (2225 for Unit 1 or 2725 for Unit 2) from the DIRECTORY window.
- 2.1.6 Go to Step 2.3 to manually enter data onto the projected screen and to Step 2.4 to trend plant data.
- 2.2 Displaying the Rad/Met Status Board
- 2.2.1 Select window number (W1) from the menu bar.
- NOTE: The DIRECTORY screen provides a display of all the screens available to the PPCS user.**
- 2.2.2 Click the DIRECTORY icon at the bottom of the screen to bring up the DIRECTORY window.
  - 2.2.3 Click on the Rad/Met button under Miscellaneous (2226 for Unit 1 or 2726 for Unit 2) from the DIRECTORY window.
- NOTE: If unable to view the menu bar, move the cursor to the very bottom of the screen and click, downsize the displayed window, or move the displayed window to the back of the desktop.**
- 2.2.4 Select window number (W5) from the menu bar. This selects the window for the projected image.
  - 2.2.5 To display the Rad/Met Status Board screen with the projector:
    - a. Click the DIRECTORY icon at the bottom of the screen to bring up the DIRECTORY window.
    - b. Move the mouse to the far right (off the monitor screen and onto the projected screen) and Click on the Rad/Met Status Board button under Miscellaneous (2226 for Unit 1 or 2726 for Unit 2) from the DIRECTORY window.
  - 2.2.6 Go to Step 2.3 to manually enter data onto the projected screen and to Step 2.5 to trend Radiation Monitoring System (RMS) data.

ATTACHMENT E  
PLANT PROCESS COMPUTER SYSTEM (PPCS)  
Page 4 of 8

2.3 Manual Entry of Data Fields

2.3.1 Move the mouse to the far right (off the monitor screen and onto the projected screen).

2.3.2 Click on the desired blue outlined block(s) to select the area for data or information entry.

**NOTE:** Use capital letters to increase the readability of the projected image.

2.3.3 Type the data or information to be displayed.

2.3.4 After updating the status board, print the applicable PPCS window in accordance with Step 3.0.

**NOTE:** All trends are viewed on the drop's monitor, not the projected image.

2.4 View and Trend Plant Status Data

2.4.1 Ensure a different window number W-2, W-3, or W-4 is selected.

2.4.2 Click on the plant system to be viewed or trended from the DIRECTORY screen.

2.4.3 Move the cursor to the desired data point (e.g. temperature, pressure).

2.4.4 Right click to bring up the menu window.

2.4.5 Left click on the menu option desired (Information or Mini-Trend). The information or trend will be displayed on the monitor screen.

2.4.6 If desired, groups or selected data points may be displayed by using the Trend Group Attribute Window by performing the following:

- a. Left click on the Graphics icon on the lower tool bar to bring up the "Trend Display" window.

ATTACHMENT E  
PLANT PROCESS COMPUTER SYSTEM (PPCS)  
Page 5 of 8

- b. Click on "Create."
- c. Click on "Live Trend."
- d. Click on "Modify Properties" to bring up the "Group Attributes Window."
- e. To display a group, click on "Copy from Group" and perform Steps 2.4.6.f-g. If an individual data point is desired to be trended go directly to Step 2.4.6 h.
- f. Click on the group you wish to trend from the Group listing in the "Select a Group" window.
- g. Click "Apply", which closes the Select a Group window and then go to Step 2.4.6 l.
- h. To display an individual point, click on "Add Point" on the Group Attribute Window.

**NOTE 1: Up to eight (8) data points may be trended in each Trend Display Window.**

**NOTE 2: The point names may be found on the group listing as described in Step 2.4.6 f above. A list of Point Names is also available on an operator aid at the Plant Status Board work areas.**

- i. Enter the point name (e.g. LT972 or 1RE211).
- j. Click on "OK."
- k. Continue to add points by repeating Steps 2.4.6 h. – j.
- l. Select and change the live time interval, if desired.
- m. Change the graph scales, if desired, by performing the following:
  - Click on the point you which to change the scale.
  - Click on modify.

ATTACHMENT E  
PLANT PROCESS COMPUTER SYSTEM (PPCS)  
Page 6 of 8

- Click on "Default" in Scale Limits
- Select "User Entered" from menu
- Select linear or logarithmic scale
- Enter the High scale value in the High block
- Enter the Low scale value in the Low block
- Click on "OK".

n. Click on "Apply." The graph will appear and display the information.

2.5 View and Trend Radiation Monitoring System (RMS) Data.

- 2.5.1 Ensure a different window number W-2, W-3, or W-4 is selected and then click on the RMS grid icon (2260 for Unit 1 and 2760 for Unit 2) from the DIRECTORY. The RMS Grid should be displayed.
- 2.5.2 Move the cursor to the desired RMS monitor number to be viewed or trended on the RMS Grid.
- 2.5.3 Right click to bring up the menu window.
- 2.5.4 Left click on the menu option desired (Information or Mini-Trend). The information or trend will be displayed on the monitor screen.
- 2.5.5 If desired, selected RMS points may be displayed by using the Trend Group Attribute window by performing Step 2.4.6.
- 2.5.6 To view the RMS history bar graph trends (last 24-1 minute periods, 24-10 minute periods, 24 hours, or 24 days) click on the box in front of the desired RMS monitor.

ATTACHMENT E  
PLANT PROCESS COMPUTER SYSTEM (PPCS)

Page 7 of 8

3.0 PRINTING PPCS SCREENS

- 3.1 If the background area behind the windows is not exposed, reduce the window size slightly.

**NOTE:** A screen printout may be obtained by following Step 3.2. Select "Print Screen" instead of "Snapshot." No further actions are needed and the printout is routed automatically to the color printer.

- 3.2 With the cursor over the background area, hold down the right mouse button and scroll down until "Snapshot" is highlighted, then release the right button.

- 3.3 In the SNAPSHOT window, select HIDE WINDOW DURING CAPTURE and then click on the SNAP button. "Select Window" will appear on the bottom of the window.

**NOTE:** It takes approximately 5-8 seconds for the snapshot to be recorded. If you do not left click on the window desired within approximately 8 seconds after "Select window" is displayed, the snap process will stop.

- 3.4 Within 5 seconds of clicking on the SNAP button, left click on the window you desire to print. "Snap Succeeded" will appear on the bottom of the snapshot window after 5-8 seconds.

- 3.5 Click on "View" in the SNAPSHOT window. The Image Tool (V3.6FCS) window will appear and display the captured window.

- 3.6 Click on File>Print Preview on the Image Tool (V3.6FCS) window to preview the image to be printed. Do not confuse this with the Image Tool: Palette, which is not used and may be closed, if desired.

- 3.7 Click on File>Print on the Image Tool (V3.6FCS) window to display the tools used to modify the size and orientation of the print image.

- 3.8 Make adjustments to the orientation and size of the printed image:

3.8.1 Select the orientation (landscape or portrait).

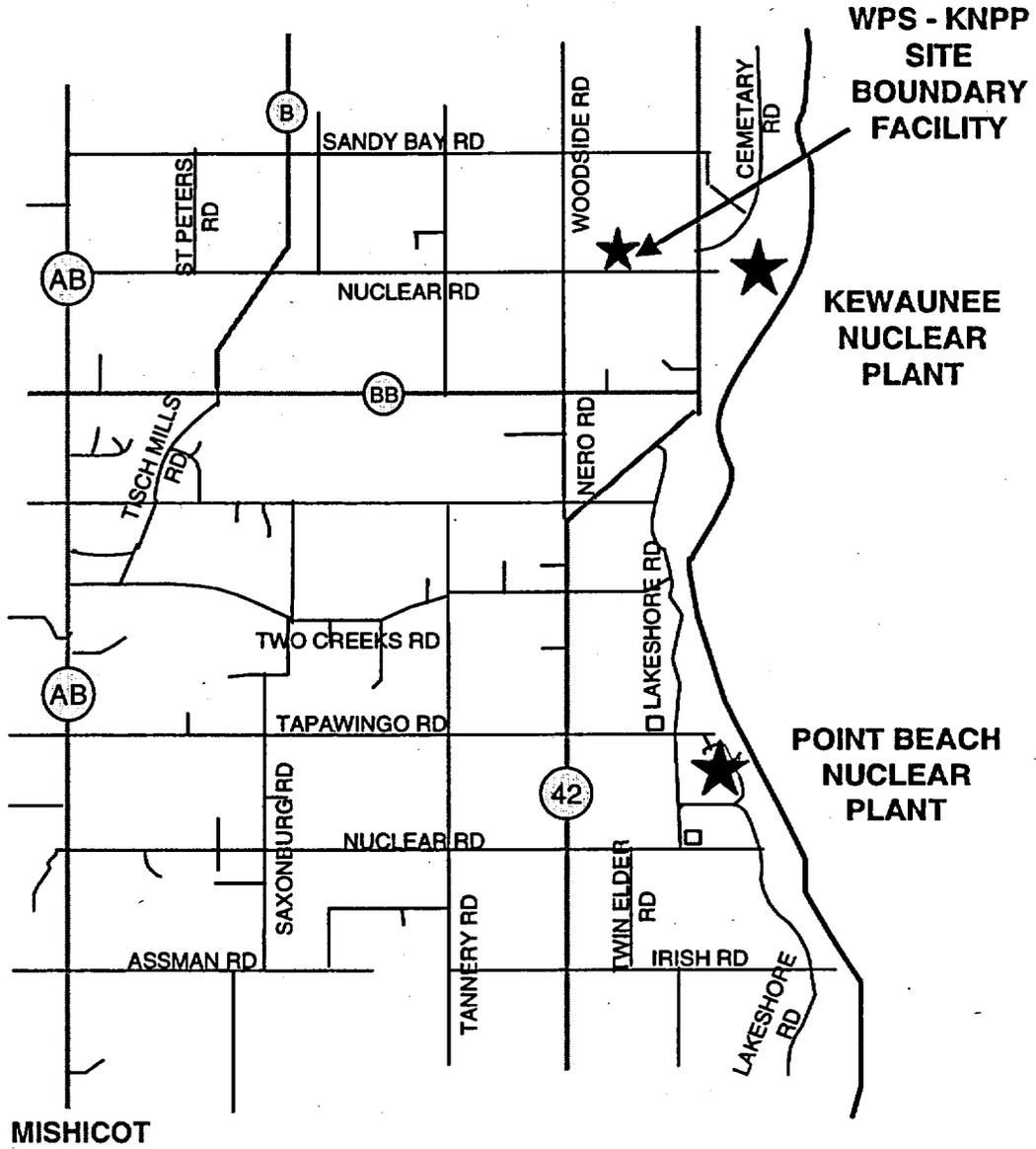
3.8.2 Scale the size of the image using the slider or  $\Delta$   $\nabla$  buttons, while viewing the image on the Image Tool Print Preview window.

ATTACHMENT E  
PLANT PROCESS COMPUTER SYSTEM (PPCS)  
Page 8 of 8

- 3.9 When in the TSC, select:
  - 3.9.1 TSCLJ to print black and white.
  - 3.9.2 TSCSC to print color.
- 3.10 When in the EOF, select:
  - 3.10.1 SBCLJ to print black and white.
  - 3.10.2 SBCSC to print color.
- 3.11 Click on "Print" in the Print or Print Preview window to print the selected screen.
- 3.12 **IF** the printer fails to print in the TSC,  
**THEN** check the ethernet switches on TSC-T on the rack in the Southwest corner wall rack are plugged in.
- 3.13 **IF** the printer fails to print in the EOF,  
**THEN** contact security to open the door to the Switch Room in the SBCC and check the ethernet switches on SBC-T are plugged in.

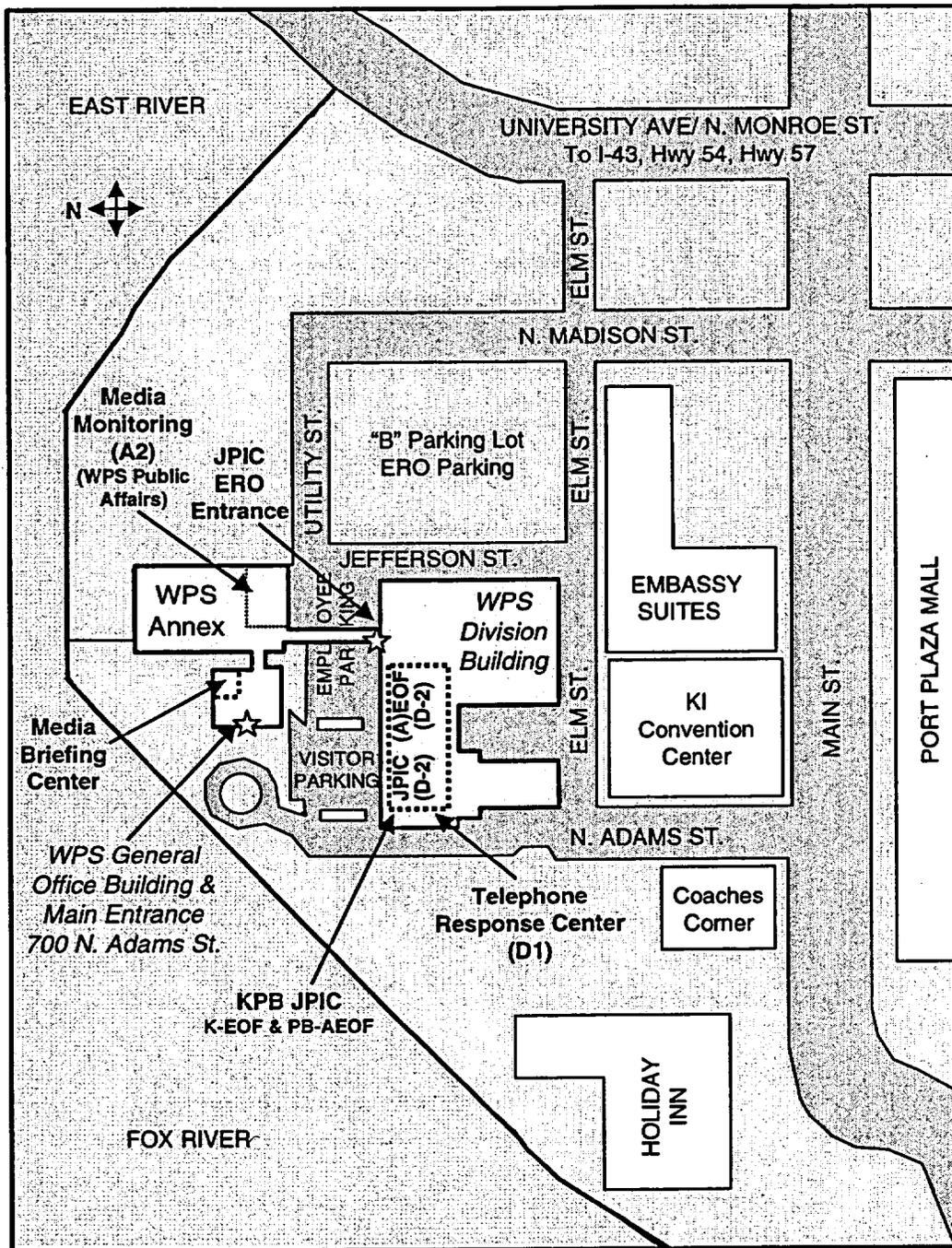
EMERGENCY OPERATIONS FACILITY (EOF)  
ACTIVATION AND EVACUATION

ATTACHMENT F  
WPS - KNPP SITE BOUNDARY FACILITY



EMERGENCY OPERATIONS FACILITY (EOF)  
ACTIVATION AND EVACUATION

ATTACHMENT G  
ALTERNATE EMERGENCY OPERATIONS FACILITY (AEOF)  
700 NORTH ADAMS STREET, GREEN BAY  
Page 1 of 2

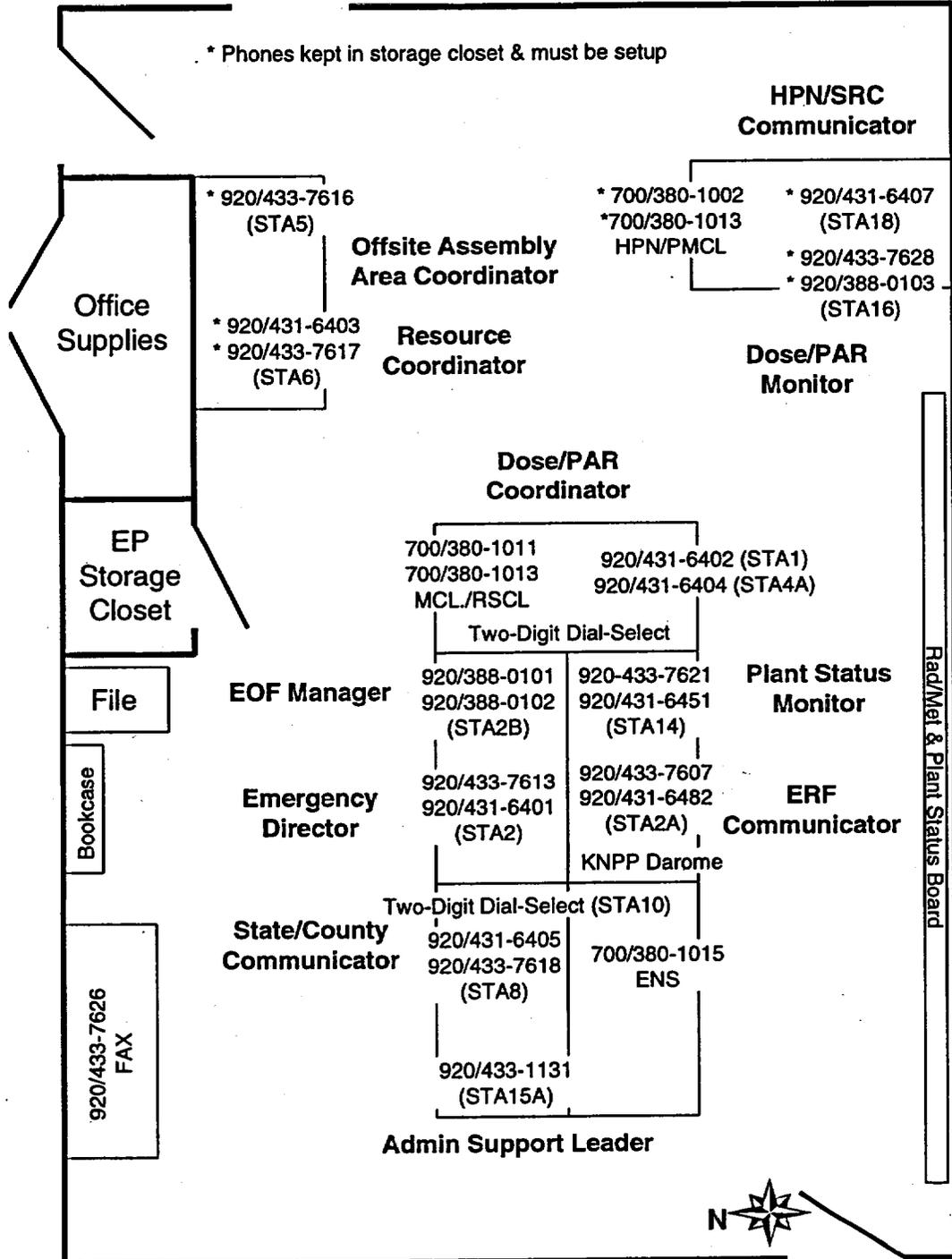


Take I-43 north to Green Bay - Exit 187 Webster Avenue. Go south to University Avenue. Take University Avenue west across the East River to the next intersection, Elm Street. Take Elm Street west to N. Adams Street

EMERGENCY OPERATIONS FACILITY (EOF)  
ACTIVATION AND EVACUATION

ATTACHMENT G  
ALTERNATE EMERGENCY OPERATIONS FACILITY (AEOF)  
700 NORTH ADAMS STREET, GREEN BAY

Page 2 of 2



ATTACHMENT H  
ACTIVATION OF THE REMOTE PPCS WAVE APPLICATION  
Page 1 of 2

**CAUTION**

**Periodically verify PPCS WAVE data is identical to PPCS data displayed at another emergency response facility.**

- 1.0 For using the PBNP AEOF WAVE/WEDAP Notebook PC, complete the following steps **OR** go to Step 2.0 if using a Point Beach LAN computer in the TSC or EOF.
  - 1.1 Connect PC to analog telephone line and power up PC.
  - 1.2 Wait for NT "Begin Logon" dialog box, then press "Control/Alt/Delete," then "OK."
  - 1.3 Login using the PC ID number as the user name and password.
  - 1.4 At the prompt "Do you wish to connect to WEPCO network via a phone connection?" select "Yes."
  - 1.5 Review the telephone number listed to access an outside line and edit as required.
    - 1.5.1 "8" or "9" for an outside line.
    - 1.5.2 "1" for long distance.
    - 1.5.3 Select "dial."
  - 1.6 Generate and enter a password using the INFO CARD in the notebook PC case. This step must be completed within fifty (50) seconds before phone number closes out.

- 2.0 Log in to the computer dialog box using your assigned day-to-day ID and password.
- 3.0 Open Internet Explorer.

**NOTE: It will take a few minutes for the Java applet software to load.**

- 4.0 Enter `ppcsprd01n` to navigate to the PPCS web server. (Java applet will load and initialize).
- 5.0 When the initial unit selection screen appears, select Unit 1 or Unit 2.

ATTACHMENT H  
ACTIVATION OF THE REMOTE PPCS WAVE APPLICATION  
Page 2 of 2

- 6.0 To display PPCS Directory, select "Display Process Diagram."
  - 6.1 Select and click on the PPCS screen to be displayed.
  - 6.2 Select Diagram Main Menu from the tool bar to return to the PPCS Directory or to display other PPCS screens.
  - 6.3 Select file print from the tool bar to print PPCS screens.
- 7.0 To display information from a PPCS point, select Display Point Information.
- 8.0 To create a trend graph, perform the following:
  - 8.1 Press the Groups button, **THEN** set the Plot Properties.
  - 8.2 Select the desired points to trend.
  - 8.3 **IF** required, select and change the Time Intervals.
  - 8.4 After the graph is created, press the Tabular Trend button to view the data values.
- 9.0 To generate a data point review, select Display Point Review from PPCS HSR.

# EPIP 4.7

## OFFSITE RADIATION PROTECTION FACILITY (OSRPF) ACTIVATION AND EVACUATION

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OFFSITE RADIATION PROTECTION FACILITY (OSRPF)  
ACTIVATION AND EVACUATION

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OFFSITE RADIATION PROTECTION FACILITY (OSRPF)  
ACTIVATION AND EVACUATION

---

1.0 PURPOSE

This procedure provides instructions for activating the Offsite Radiation Protection Facility (OSRPF). The OSRPF is activated at an ALERT or higher classification, or at any other time deemed necessary by the Shift Manager (SM). Activation of the OSRPF does not require the declaration of an emergency. Attachment A, Offsite Radiation Protection Facility Layout, describes the facility layout.

This procedure also describes the evacuation of the OSRPF, which will be done in unison with the EOF.

2.0 PREREQUISITES

2.1 Responsibilities

- 2.1.1 The Offsite Radiation Protection Coordinator is responsible for the activation and oversight of the offsite radiological monitoring activities of the OSRPF in support of the EOF.
- 2.1.2 The Field Team Leader is responsible for:
  - a. OSRPF activation prior to the arrival of the Offsite Radiation Protection Coordinator.
  - b. Coordinating the offsite sample radiological survey activities and evaluating changing meteorological conditions.
- 2.1.3 The Radiation Protection Technicians (RPT) are responsible for:
  - a. Performing field surveys as directed,
  - b. Surveys SBCC for habitability,
  - c. Issue TLDs and EPDs to emergency response personnel.
- 2.1.4 The EOF Manager is responsible for the decision to evacuate the EOF and OSRPF and relocating the responsibilities to alternate locations.

OFFSITE RADIATION PROTECTION FACILITY (OSRPF)  
ACTIVATION AND EVACUATION

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2.2 Equipment

2.2.1 OSRPF Inventory

- a. EPMP 1.1, Routine Check, Maintenance, Calibration and Inventory Schedule for Radiation Protection Emergency Preparedness Equipment.
- b. EPMP 1.3, Routine Inventory of TSC, EOF, AEOF, JPIC and OSC Emergency Preparedness Supplies.

2.2.2 Communications equipment per EPMP 2.1, Testing of Communications Equipment.

2.2.3 Other equipment determined necessary to support the event (i.e., Radiation Protection, Radiochemical, etc.).

3.0 PRECAUTIONS AND LIMITATIONS

3.1 The decision to evacuate the OSRPF will be made by the EOF Manager and coordinated with the Offsite Radiation Protection Coordinator.

3.2 Evacuation of the OSRPF may include the evacuation of the EOF.

4.0 INITIAL CONDITIONS

4.1 This procedure shall be implemented upon declaration of an ALERT, or higher classification or at the discretion of the SM to provide Control Room support.

4.2 Evacuation of the EOF and OSRPF shall be considered when any of the following conditions exist:

4.2.1 Emergency response personnel radiation doses in the EOF/OSRPF are exceeding or are projected to exceed the following for the duration of the event:

- a. Whole body (TEDE)                      4 rem (calculated)
- b. Thyroid (CDE)                              25 rem (calculated)

4.2.2 Other emergency conditions (e.g., fire, toxic or flammable gases, or loss of power).

OFFSITE RADIATION PROTECTION FACILITY (OSRPF)  
ACTIVATION AND EVACUATION

---

5.0 PROCEDURE

5.1 Activation

5.1.1 The OSRP Coordinator shall ensure the completion of the OSRPF Position Instruction Manual 5.1, Offsite Radiation Protection (OSRP) Coordinator.

**NOTE:** The facility may be activated earlier based upon the Offsite Radiation Facility Coordinator's discretion if determined there is an understanding of the events in progress and adequate staffing resources in place to respond to the emergency.

5.1.2 Minimum staff positions at the OSRPF are:

- a. OSRP Coordinator.
- b. Field Team Leader.
- c. One Radiation Protection Technician (RPT) for Field Monitoring Team (FMT) #1.
- d. One Radiation Protection Technician (RPT) for Field Monitoring Team (FMT) #2.

5.1.3 Each ERO position shall activate and assume their area of responsibility and function within the OSRPF using their Position Instruction Manual.

5.2 Evacuation

5.2.1 All actions and notifications should be appropriately documented.

5.2.2 The OSRPF will be evacuated in accordance with EPIP 4.3 and under the direction of the EOF Manager.

5.2.3 When evacuating this facility, minimize the number of vehicles used to transport people and equipment to other facilities.

5.2.4 The key to an orderly evacuation is good communications, formal turnover with the personnel who are assuming OSRPF responsibilities, and documentation of actions.

5.2.5 The TSC will assume responsibility for the OSRPF.

5.2.6 Ensure all personnel are accounted for after reaching the relocation area.

5.2.7 Reactivate the alternate OSRPF by each ERO position re-assuming their area of responsibility and function using their Position Instruction Manual.

OFFSITE RADIATION PROTECTION FACILITY (OSRPF)  
ACTIVATION AND EVACUATION

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6.0 REFERENCES

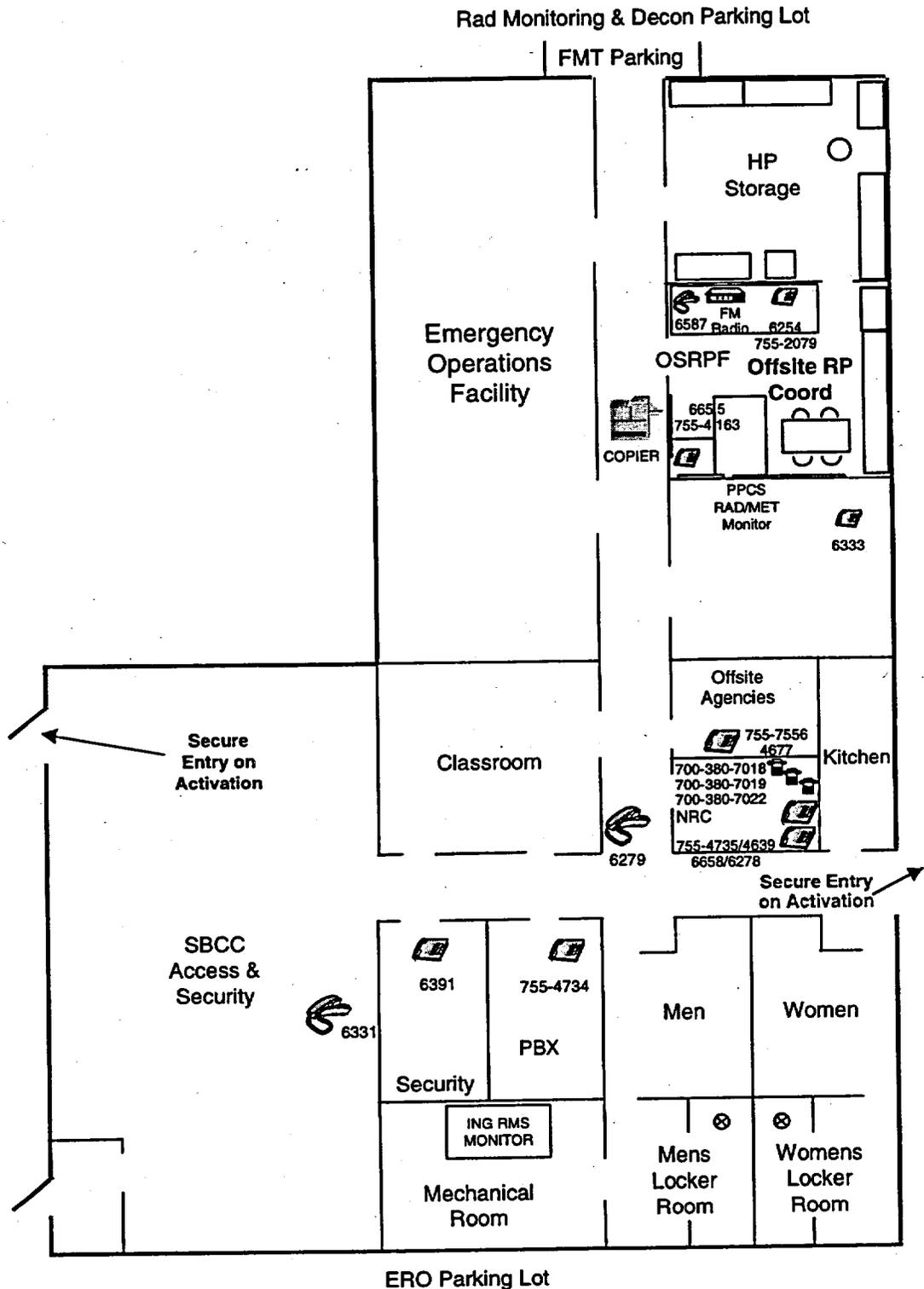
- 6.1 Point Beach Nuclear Plant Emergency Plan
- 6.2 EPIP 4.3, Emergency Operations Facility (EOF) Activation and Evacuation
- 6.3 EPMP 1.1, Routine Check, Maintenance, Calibration and Inventory Schedule for Radiation Protection Emergency Preparedness Equipment
- 6.4 EPMP 1.3, Routine Inventory of TSC, EOF, AEOF, JPIC and OSC Emergency Preparedness Supplies
- 6.5 EPMP 2.1, Testing of Communications Equipment
- 6.6 PIM EOF 4.2, EOF Manager
- 6.7 PIM OSRPF 5.1, Offsite Radiation Protection (OSRP) Coordinator
- 6.8 PIM OSRPF 5.2, Field Team Leader
- 6.9 PIM OSRPF 5.3, SBCC Survey Leader

7.0 BASES

- B-1 10 CFR 50.47(b), Emergency Plans
- B-2 10 CFR 50.47, Appendix E. IV, Content of Emergency Plans
- B-3 NUREG-0654, Criteria for Preparation and Evaluation of Radiological Response Plans and Preparedness in Support of Nuclear Power Plants
- B-4 NUREG-0737, Clarification of TMI Action Plan Requirements

OFFSITE RADIATION PROTECTION FACILITY (OSRPF)  
ACTIVATION AND EVACUATION

ATTACHMENT A  
OFFSITE RADIATION PROTECTION FACILITY LAYOUT



# EPIP 6.1

## ASSEMBLY AND ACCOUNTABILITY, RELEASE AND EVACUATION OF PERSONNEL

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ASSEMBLY AND ACCOUNTABILITY, RELEASE AND  
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1.0 PURPOSE

This procedure describes protective actions to be taken for personnel within the protected area and exclusion areas. These actions include assembly, accountability, release, and evacuation.

- 1.1 The following actions may be performed on a limited plant basis to protect a select population of the site as deemed necessary by the Shift Manager (SM).
- 1.1.1 Assembly will consist of an orderly gathering of people into designated assembly areas within or outside the Protected Area, but on PBNP property.
- 1.1.2 Accountability is the gathering of the names of people assembled and maintaining control of their movement.
- 1.2 The following actions shall be performed on a full-site basis (protected and exclusion areas) at a Site Emergency or higher classification, or under any circumstance deemed necessary by the SM or TSC Manager.
- 1.2.1 Assembly will consist of an orderly gathering of people into designated assembly areas within or outside the Protected Area, but on PBNP property.
- 1.2.2 Accountability is the gathering of the names of people assembled and maintaining control of their movement.
- 1.2.3 Release of personnel is the orderly dismissal of personnel not immediately needed for response when no radiological conditions prohibit an unmonitored release from the site. An early release of visitors, contractors and non-essential plant and company personnel, from the site eliminates the need, in most cases, for burdensome radiological screening of persons and vehicles associated with an evacuation.
- 1.2.4 Evacuation is the process implemented where radiological or other hazards require additional actions, such as radiological monitoring and relocation of assembly areas, in conjunction with the release of personnel.

ASSEMBLY AND ACCOUNTABILITY, RELEASE AND  
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2.0 PREREQUISITES

2.1 Responsibilities

- 2.1.1 This procedure is the responsibility of the Shift Manager (SM) until assumed by the TSC Manager.
- 2.1.2 The SM may assign this procedure to an operating supervisor, typically from the unaffected unit.
- 2.1.3 Upon activation of the emergency response facilities, this procedure is the responsibility of the TSC Manager, who shall designate tasks to the:
  - a. Operations Coordinator for the notifications to personnel within the protected and exclusion areas.
  - b. Security Coordinator for oversight of accountability and coordinating the release or evacuation of non-essential personnel from assembly areas with the Rad/Chem Coordinator and Offsite Radiation Protection Coordinator.
  - c. Rad/Chem Coordinator and Offsite Radiation Protection Coordinator to ensure the radiological monitoring of personnel and vehicles is conducted prior to leaving the site property, if required.

2.2 Equipment

- 2.2.1 Evacuation Alarm
- 2.2.2 Fisherman's Alarm
- 2.2.3 Gai-Tronics
- 2.2.4 Point Beach Automated Notification System
- 2.2.5 Point Beach PBX Telephone System
- 2.2.6 Public Address system in the Nuclear Engineering Support and Training Buildings

ASSEMBLY AND ACCOUNTABILITY, RELEASE AND  
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2.3 Onsite Assembly Areas (Within Owner-Controlled Area)

LOCATION	PERSONNEL ASSEMBLED
NSB Cafeteria*	Plant Personnel-Workstations in PA (Mtn/Ops Office & North)
Admin Bldg – El 26’*	Plant Personnel-Workstations in PA (South of Mtn/Ops Office)
Warehouse #4	Plant Personnel-Workstations outside PA (North end) Other company personnel, Contractors, Visitors
Nuclear Eng. Bldg Cafeteria	Plant Personnel-Workstations outside PA (South end) Other company personnel, Contractors, Visitors
Training Bldg North Foyer	Plant Personnel-Workstations outside PA (South end) Other company personnel, Contractors, Visitors
RP Station*	Chemistry inside RCA & all RP
Control Room*	Onshift Operations Personnel
Technical Support Center*	Assigned ERO Personnel
Emergency Operations Facility	Assigned ERO Personnel
Operations Support Center*	Chemistry outside RCA, Assigned ERO Personnel, Operations Relief/Training Crews
CAS*	Security Personnel
Other temporary assembly areas may be assigned to accommodate unusual situations (i.e., construction)	Personnel affected by these temporary assembly areas will be directly notified in the announcements for assembly

\* Assembly areas with card readers

2.4 Offsite Assembly Areas (Outside Owner-Controlled Area)

PROBABLE ONSITE ASSEMBLY AREAS NEEDING RELOCATION	ALTERNATE LOCATIONS
Admin Building El. 26’ NSB Cafeteria NES Building Cafeteria Training Building North Foyer Warehouse #4	Two Creeks Town Hall Two Rivers National Guard Armory
Emergency Operations Facility (EOF) Offsite Radiation Protection Facility (OSRPF)	Alternate EOF TSC (partial EOF positions) KNPP Site Boundary Facility (OSRPF Only)
Technical Support Center (TSC) Operations Support Center (OSC)	Admin Bldg El. 26’ Control Room or Computer Room Above NSB Cafeteria Site Boundary Control Center

ASSEMBLY AND ACCOUNTABILITY, RELEASE AND  
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3.0 PRECAUTIONS AND LIMITATIONS

- 3.1 Radiological conditions may make it necessary to use alternate routes and/or assembly areas.
- 3.2 **IF** personnel cannot access their designated assembly areas, **THEN** personnel should report to the nearest assembly area.
- 3.3 Unless otherwise directed by the announcement, personnel exiting the controlled area should:
  - 3.3.1 Remove protective clothing.
  - 3.3.2 Frisk at the RCA checkpoint.
  - 3.3.3 Retain dosimetry.
  - 3.3.4 Report to assigned assembly area.
- 3.4 Accountability of personnel in the protected area shall be accomplished within 30 minutes of the evacuation alarm for a full-site assembly.
- 3.5 Emergency response facilities shall reference the appropriate EIPs for activation and evacuation of each specific facility.

4.0 INITIAL CONDITIONS

- 4.1 A limited plant evacuation shall be **considered** under **any** of the following conditions:
  - 4.1.1 Area radiation monitor high-level alarm in excess of 100 mR/hr.
  - 4.1.2 Airborne radioactive concentrations in excess of the derived air concentrations (DACs) specified in Appendix B to 10 CFR 20.
  - 4.1.3 Valid containment evacuation alarm is received.
  - 4.1.4 Excessive radioactive surface contamination levels due to a major spill of radioactive materials.
  - 4.1.5 Other emergency conditions that may endanger human life or health (i.e., fire, flooding, toxic gases, etc.).

ASSEMBLY AND ACCOUNTABILITY, RELEASE AND  
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4.2 A full-site assembly and accountability shall be **conducted** under **any** of the following conditions:

4.2.1 A Site Emergency or higher classification has been declared.

4.2.2 Other emergency conditions in general areas of the protected area that may endanger human life or health (i.e., fire, flooding, toxic gases, etc.) **AND** the SM or TSC Manager has determined that assembly and accountability of all personnel is desired.

4.3 A full-site release of non-essential personnel shall be **conducted** under **any** of the following conditions:

**NOTE:** An evacuation of **non-essential** personnel to offsite assembly areas shall be **conducted** under emergency conditions that may endanger human life or health (i.e., fire, flooding, toxic gases, etc.) and the SM or TSC Manager has determined that non-essential personnel shall be evacuated to offsite assembly areas.

4.3.1 A Site Emergency or higher has been declared and assembly and accountability has been completed.

4.3.2 Other emergency conditions in general areas of the protected area that may endanger human life or health (i.e., fire, flooding, toxic gases, etc.) and the SM or TSC Manager has determined that non-essential personnel shall be released.

ASSEMBLY AND ACCOUNTABILITY, RELEASE AND  
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5.0 PROCEDURE

5.1 Limited Plant Evacuation

**NOTE:** **IF a security event, THEN contact Security to discuss the consequences of conducting a limited plant evacuation and the appropriate actions to implement.**

5.1.1 Remove Attachment A, Announcement of Protective Action, recording the appropriate actions for the event and implementing the notification.

5.1.2 Contact the Radiation Protection Supervisor/Technologists to implement the appropriate Radiation Protection practices.

**NOTE:** **Unrestricted reentry to a(n) evacuated area(s) can be restored when it has been determined by the SM and Radiation Protection Supervision that there is no longer a hazard to personnel.**

5.1.3 Evaluate the conditions and initiate actions to:

a. isolate affected area(s).

b. allow reentry to evacuated area(s):

5.1.4 **IF the hazard continues to increase in severity, THEN consider the implementation of Step 5.2, Full-Site Assembly and Accountability.**

5.1.5 Return this procedure section and completed Attachment A, Announcement of Protective Action, to Emergency Preparedness or to the TSC Manager.

Performed By:

\_\_\_\_\_  
Performer (Print and Sign)

\_\_\_\_\_  
Date / Time

ASSEMBLY AND ACCOUNTABILITY, RELEASE AND  
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5.2 Full-Site Assembly and Accountability

Initial accountability starts from the site announcement (siren sounding/gai-tronics announcement) and needs to be completed within 30 minutes.

- Security will start the Accountability Card Reading Program two (2) minutes after the site announcement. This allows for personnel to exit areas that are not their normal work area (i.e., Control Room).
- CAS will receive the first report after 5 minutes.
- After 10 minutes, CAS prints a report or reviews the computer screen every minute until the number of unaccounted for personnel plateaus.
- When the number of unaccounted for personnel plateaus, CAS should notify the SM, or Security Coordinator if the TSC is activated that accountability is complete.

5.2.1 Notification of Personnel (Operations Coordinator if TSC Activated)

**NOTE 1:** IF a security event,  
THEN contact Security to discuss the consequences of conducting an assembly and the appropriate actions to implement.

**NOTE 2:** When the TSC is activated, the responsibility for assembly, accountability, release, and evacuation of personnel is transferred from the SM to the TSC Manager.

a. Contact CAS and direct Security to implement sections of their security plan, including:

- Activating accountability readers
- Notifying the SM when accountability in the protected area is achieved OR if personnel remain unaccounted for.

**NOTE:** An evacuation of non-essential personnel to offsite assembly areas shall be conducted under emergency conditions that may endanger human life or health (i.e., fire, flooding, toxic gases, etc.) and the SM or TSC Manager has determined that non-essential personnel shall be evacuated to offsite assembly areas.

b. IF a classified emergency,  
THEN complete EPIP 1.1, Attachment A, Announcement of Classified Event and Protective Action,  
ELSE complete Attachment A, Announcement of Protective Action, to implement the notification and actions to take.

ASSEMBLY AND ACCOUNTABILITY, RELEASE AND  
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- c. Remove and complete Attachment B, Notification of Personnel Outside the Protected Area, unless previously completed using EPIP 1.1, Attachment B.

**IF** the TSC is not activated  
**AND** the Control Room personnel are unable to support this task due to critical events in progress,  
**THEN** contact the Security Shift Commander and instruct to complete Attachment B.

5.2.2 Accountability (Security Coordinator if TSC is Activated)

**NOTE 1:** **IF** accountability of the protected area personnel is not complete within 30 minutes of an evacuation alarm,  
**THEN** make preparations to implement EPIP 10.1, Emergency Reentry.

**NOTE 2:** Teams dispatched from the Control Room shall be tracked by the SM or a designee until relieved by the OSC.

- a. Coordinate the accountability process with Security personnel and implement Attachment D, Accountability Announcement, if personnel remain unaccounted for **AND/OR** when accountability within the protected area has been achieved.

**NOTE:** In the absence of a designated Assembly Area Leader, anyone reporting may fulfill these duties.

- b. Assembly Area Leaders at each assembly area shall:

- Ensure personnel arriving are entering safely and quickly, remaining quiet during the assembly.
- Request assistance in the assembly area from other personnel as needed.
- Direct personnel arriving to sign-in on Attachment E, Assembly Area Accountability Sign-In, (excluding the CR, TSC, OSC, EOF, OSRPF, and RP Station unless the accountability readers are inoperable).

**ASSEMBLY AND ACCOUNTABILITY, RELEASE AND  
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- **IF** time permits,  
**THEN** direct all personnel to complete Attachment F, Event Involvement Summary, (excluding the CR, TSC, OSC, EOF, OSRPF, and RP Station).
  - Distribute Attachment G, Personnel "Release From Site" Information, to each person reporting to the assembly area.
  - Update Attachment E, Assembly Area Accountability Sign-In, as personnel arrive at, or depart from, the assembly area. Personnel shall only leave the assembly area if
    - (a) a valid request is received from an emergency response facility to assist in the event.
    - (b) specific directions are received from the TSC Manager, or designee, to conduct a release of personnel from site.
  - Maintain accountability if personnel are relocated to a different assembly area.
  - Provide information from completed Attachment E, Assembly Area Accountability Sign-In, to CAS, as requested.
  - Contact Security Coordinator in the TSC at ext. 6742, only if critical concerns arise.
- c. Return this procedure section and any completed Attachments to Emergency Preparedness or to the TSC Manager.

Performed By:	
_____	_____ / _____
Performer (Print and Sign)	Date / Time

ASSEMBLY AND ACCOUNTABILITY, RELEASE AND  
EVACUATION OF PERSONNEL

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5.3 Release of Non-Essential Personnel from Site (Security Coordinator and Rad/Chem Coordinator if TSC is Activated)

**NOTE:** Step 5.2 shall be completed prior to this section.

5.3.1 **IF** the Rad/Chem Coordinator and Offsite Radiation Protection Coordinator determine radiological monitoring of personnel and vehicles is required prior to leaving the site property, **THEN** exit this section and go to Step 5.4.

5.3.2 Identify and direct represented personnel from the following disciplines to stay in immediate support of the event:

- a. CO Reentry; i.e., training or relief crews (4)
- b. AO Reentry; i.e., training or relief crews (4)
- c. Offsite RP Reentry (6)
- d. Onsite RP Reentry (4)
- e. Mechanical Reentry (4)
- f. Electrical Reentry (4)
- g. I&C Reentry (4)
- h. Chemistry Reentry (4)

5.3.3 Complete Attachment I, Evacuation Routes, if personnel should avoid certain areas upon release.

5.3.4 Prior to the release of personnel from site, the Security Coordinator should:

- a. Advise the Offsite Assembly Area Coordinator of the release and any impact on Offsite Radiation Protection Coordinator and SBCC Security.
- b. Direct Security to collect all dosimetry prior to release from assembly areas and/or site boundaries.
- c. Contact Manitowoc and Kewaunee County Emergency Managements for traffic control if needed.

**ASSEMBLY AND ACCOUNTABILITY, RELEASE AND  
EVACUATION OF PERSONNEL**

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- 5.3.5 Contact each Assembly Area Leader and direct them to provide instructions to assembled personnel to:
- a. Exit via their usual gatehouse (unless otherwise instructed).
  - b. Follow instructions of Security and/or RP in regards to badges and dosimetry.
  - c. Proceed to a designated area or to their homes (reception area if home has been evacuated) per routes on Attachment I, Evacuation Routes, if applicable, and remain available.
- 5.3.6 Return this procedure section and completed Attachment I to Emergency Preparedness or to the TSC Manager. Exit this procedure.

Performed By:	
_____	/
Performer (Print and Sign)	Date / Time

ASSEMBLY AND ACCOUNTABILITY, RELEASE AND  
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5.4 Evacuation of Non-Essential Personnel to Offsite Assembly Areas (Security Coordinator and Rad/Chem Coordinator if TSC is Activated)

5.4.1 Notification of Personnel (Operations Coordinator if TSC Activated)

**NOTE 1:** IF a security event,  
THEN contact Security to discuss the consequences of  
conducting an evacuation and the appropriate actions to  
implement.

**NOTE 2:** When the TSC is activated, the responsibility for assembly,  
accountability, release, and evacuation of personnel is  
transferred from the SM to the TSC Manager.

a. Contact CAS and direct Security to implement sections of their security  
plan, including:

- Activating accountability readers
- Notifying the SM when accountability in the protected area is  
achieved OR if personnel remain unaccounted for.

b. IF a classified emergency,  
THEN complete EPIP 1.1, Attachment A, Announcement of Classified  
Event and Protective Action,  
ELSE complete Attachment A, Announcement of Protective Action, to  
implement the notification and actions to take.

c. Remove and complete Attachment B, Notification of Personnel Outside  
the Protected Area, unless previously completed using EPIP 1.1,  
Attachment B.

IF the TSC is not activated  
AND the Control Room personnel are unable to support this task due to  
critical events in progress,  
THEN contact the Security Shift Commander and instruct to complete  
Attachment B.

ASSEMBLY AND ACCOUNTABILITY, RELEASE AND  
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**NOTE:** **IF the Two Creeks Town Hall and/or Two Rivers National Guard Armory are to be used for personnel assembly, THEN verify Security has contacted those agencies to make the facility available for an assembly area prior to the evacuation of personnel.**

5.4.2 Identify and direct represented personnel from the following disciplines to stay in immediate support of the event:

- a. CO Reentry; i.e., training or relief crews (4)
- b. AO Reentry; i.e., training or relief crews (4)
- c. Offsite RP Reentry (6)
- d. Onsite RP Reentry (4)
- e. Mechanical Reentry (4)
- f. Electrical Reentry (4)
- g. I&C Reentry (4)
- h. Chemistry Reentry (4)

5.4.3 Complete Attachment I, Evacuation Routes, to determine specific routes that should be taken to offsite assembly areas, including the information in the announcement or forwarding to the Assembly Area Leaders as appropriate.

5.4.4 The Security Coordinator should:

- a. Coordinate the evacuation with the Rad/Chem Coordinator and/or Offsite Radiation Protection Coordinator to establish radiological monitoring of personnel and vehicles per Step 5.4.6, prior to personnel leaving the property if time permits.
  - Establish a monitoring and/or decontamination station for personnel and vehicles at one or more of the following locations:
    - (a) Site Boundary Control Center
    - (b) Two Creeks Town Hall

ASSEMBLY AND ACCOUNTABILITY, RELEASE AND  
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(c) Two Rivers National Guard Armory

(d) Along the evacuation route, if appropriate

- **IF** extensive contamination of vehicles is encountered, **THEN** impound non-essential vehicles within posted area for later decontamination. Coordinate decontamination efforts of essential vehicles with:
  - (a) Kewaunee Nuclear Power Plant,
  - (b) Wisconsin Public Service Corporation in Two Rivers,
  - (c) Manitowoc County Emergency Management at Roncalli High School.

- b. Instruct Security to establish a check point at each offsite assembly area.
- c. Advise the Offsite Assembly Area Coordinator of the release and any impact on Offsite Radiation Protection Coordinator and SBCC Security.
- d. Contact Manitowoc and Kewaunee County Emergency Managements for traffic control if needed.

5.4.5 If an assembly was conducted, contact each Assembly Area Leader and direct them to provide instructions to assembled personnel to:

- a. Exit via their usual gatehouse (unless otherwise instructed).
- b. Follow instructions of Security and/or RP in regards to badges and dosimetry.
- c. Proceed to the designated offsite assembly area(s).
- d. Upon release from the assembly area, return to a designated area or to their homes (reception area if their home has been evacuated) per routes on Attachment I and remain available.

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5.4.6 Guidelines For Vehicle Surveys

- a. A representative smear survey and frisk are required prior to release of vehicles if an airborne release of radioactive materials has occurred or is suspected.
- b. Smears should be taken of vehicle surfaces and tires, including tread.
  - A direct  $\beta\gamma$  frisk may be taken of a representative portion of the vehicle surface only if the ambient count rate is  $< 200$  cpm.
  - $\beta\gamma$  smears and frisk results of vehicles with beta/gamma contamination  $\geq$  background should be decontaminated prior to release.
- c. Return this procedure section and completed Attachment I to Emergency Preparedness or to the TSC Manager.

Performed By:	
_____	_____ / _____
Performer (Print and Sign)	Date / Time

ASSEMBLY AND ACCOUNTABILITY, RELEASE AND  
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5.5 Reentering the Site

- 5.5.1 **IF** public protective measures have been implemented, **THEN** verify access to the plant site has been pre-arranged between the Security Coordinator, Manitowoc and Kewaunee County Sheriff's Department, and the Manitowoc and Kewaunee County Emergency Operations Centers (EOCs).
- 5.5.2 Notify Security to allow Emergency Response Organization and NRC personnel with picture IDs onsite. Personnel without IDs shall be assessed on a case-by-case basis with the Offsite Assembly Area Coordinator.

6.0 REFERENCES

- 6.1 EP 5.0, Organizational Control of Emergencies
- 6.2 EP 6.0, Emergency Measures
- 6.3 PBSRP 1.6.1, Plant Emergency Evacuation Response

7.0 BASES

- B-1 NUREG 0654, Criteria for Preparation and Evaluation of Radiological Response Plans and Preparedness in Support of Nuclear Power Plants
- B-2 10 CFR 50.47(b), Emergency Plans
- B-3 10 CFR 50.47, Appendix E. IV, Content of Emergency Plans

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ATTACHMENT A  
ANNOUNCEMENT OF PROTECTIVE ACTION  
Page 1 of 2

SOUND THE FISHERMAN'S ALARM.  
SOUND THE EVACUATION ALARM.  
MAKE THE FOLLOWING ANNOUNCEMENT.

"ATTENTION ALL PERSONNEL. ATTENTION ALL PERSONNEL.

- 1.0  THERE ARE CONDITIONS AT THE PLANT THAT WARRANT A (AN)
- UNUSUAL EVENT
  - ALERT
  - SITE EMERGENCY
  - GENERAL EMERGENCY
  - TERMINATION OF CLASSIFIED EVENT

THESE CONDITIONS ARE (EAL chart classification/condition):

---

- ALL ERO PERSONNEL REPORT TO YOUR ASSIGNED EMERGENCY RESPONSE FACILITY.  
(required at an ALERT or Higher, Optional Earlier)

- THESE CONDITIONS ALSO WARRANT A:

- 2.0  LIMITED PLANT EVACUATION OF THE FOLLOWING AREAS:
- 

ALL REMAINING PERSONNEL IN THESE AREA(S) REPORT TO THE:

- (In RCA) RP STATION
- (Outside RCA) NORTH SERVICE BUILDING CAFETERIA
- (Other) \_\_\_\_\_

AND AWAIT FURTHER INSTRUCTIONS."

- 3.0  FULL SITE ASSEMBLY AND ACCOUNTABILITY (Required at SITE EMERGENCY, Optional Earlier):

ALL REMAINING PERSONNEL REPORT TO:

- YOUR ASSIGNED ASSEMBLY AREA
  - NORTH SERVICE BUILDING CAFETERIA
  - ADMIN BUILDING EL 26' OFFICE AREA
  - ENGINEERING BUILDING CAFETERIA
  - TRAINING BUILDING NORTH FOYER
  - WAREHOUSE #4
  - (OTHER) \_\_\_\_\_

- 4.0  OFFSITE ASSEMBLY AND ACCOUNTABILITY (In lieu of Step 3.0):

ALL REMAINING PERSONNEL REPORT TO:

- TWO CREEKS TOWN HALL
- TWO RIVERS NATIONAL GUARD ARMORY

- 5.0  EXIT THROUGH

- THE SOUTH GATEHOUSE
- THE NORTH VEHICLE GATE (Only if the South Gatehouse Unavailable)

- 6.0  (IF filled in, THEN announce:) AVOID THE FOLLOWING AREA(S):
- 

REPEAT ALARMS AND ANNOUNCEMENT

Return the completed form to Emergency Preparedness or TSC Manager.

ATTACHMENT A  
ANNOUNCEMENT OF PROTECTIVE ACTION  
Page 2 of 2

**NOTE:** Ensure each section that should be included in the announcement has a check in that check box. The individual making the announcement should read each of those sections when making the actual announcement.

1.0 CLASSIFICATION

- 1.1 Check the appropriate event classification level box.
- 1.2 Log the EAL chart classification number and condition of the event.
- 1.3 Emergency Response Facilities must be activated at an Alert or higher classification.

**NOTE:** Select Step 2.0, Step 3.0, or Step 4.0 based on the event in progress and the appropriate personnel protective actions required.

2.0 LIMITED PLANT EVACUATION

- 2.1 Log the areas where a limited plant evacuation is required.
- 2.2 Check the appropriate location box(s) where the evacuated personnel should report. Use "other" if a different assembly area is needed due to the unavailability of the ones listed.

**NOTE:** An evacuation of non-essential personnel to offsite assembly areas (Step 4.0) shall be conducted in lieu of Step 3.0 under emergency conditions that may endanger human life and health (i.e., fire, flooding, toxic gases, etc.) and the SM or TSC Manager has determined that non-essential personnel shall be evacuated to offsite assembly areas.

3.0 FULL SITE ASSEMBLY AND ACCOUNTABILITY (Required at Site Emergency, Optional Earlier - Ref EPIP 6.1, Step 4.2)

- 3.1 Check "Your Assigned Assembly Area" if all locations are available.
- 3.2 Check the appropriate location box(s) where the personnel should assemble if any normal assembly areas are unavailable. Use "other" if a different assembly area is needed due to the unavailability of the ones listed.

4.0 OFFSITE ASSEMBLY AND ACCOUNTABILITY (In lieu of Step 3.0 - Ref EPIP 6.1, Step 4.3)

Check the appropriate offsite location box where personnel should assemble.

5.0 GATEHOUSE

Check the appropriate gatehouse that personnel should exit through.

6.0 AVOID AREAS

Log the hazardous area(s) that should be avoided by personnel assembling.

ATTACHMENT B  
NOTIFICATION OF PERSONNEL OUTSIDE THE PROTECTED AREA

1.0 PBNP AUTOMATED NOTIFICATION SYSTEM

**NOTE 1:** Listen carefully because the system will give you other options. To expedite the notification process, the following steps have been written to only list the specific voice prompt you need, at which time you can immediately respond without listening to the remaining prompt.

**NOTE 2:** If at any point you want to exit the system and start over, you should keep slowly pressing the "#" key until the system says "goodbye" and restart the entire process.

1.1 IF PBNP Automated Notification System is unavailable,  
THEN go to Step 2.0 PBX BROADCAST SYSTEM.

1.2 From any on-site telephone, dial ext. 7158 to access the PBNP Automated Notification System.

1.3 When prompted "Please enter your scenario activation password," enter "111222333#" using the keypad on the telephone.

1.4 When prompted "To start a scenario enter the scenario ID....," enter "700#."

1.5 Press "2" to select recording a new message. Other voice prompts will be given but you do not have to listen to the options.

1.6 When prompted "After the tone, speak the new message....," read Attachment A, Announcement of Protective Action and press "#." (Your message will automatically play back).

1.7 Press "3" to start the scenario. Other voice prompts will be given if you want to replay your message or rerecord it.

1.8 When prompted, "The scenario is building," press "#", listen to "good-bye" and hang up.

1.9 IF Step 1.0 was successful,  
THEN return to procedure Step 5.2.2  
OR go to next step if NOT successful.

Completed By \_\_\_\_\_ Date/Time \_\_\_\_\_

Return the completed form to Emergency Preparedness or TSC Manager.

ATTACHMENT B  
NOTIFICATION OF PERSONNEL OUTSIDE THE PROTECTED AREA

2.0 PBX BROADCAST SYSTEM

2.1 Notification of Personnel Outside Protected Area on South Side of Plant

From a touch-tone phone, dial

- 2.1.1 7666 to access voice system
- 2.1.2 5623# when prompted for mailbox
- 2.1.3 5623# when prompted for password
- 2.1.4 75 to compose message
- 2.1.5 8003# and 8004## when prompted
- 2.1.6 5 when prompted
- 2.1.7 Read Attachment A, Announcement of Protective Action, and press # when done recording.
- 2.1.8 79 to send message
- 2.1.9 83 to exit PBX Broadcast System.

2.2 Notification of Personnel Outside Protected Area on North Side of Plant

From a touch-tone phone, dial

- 2.2.1 6666 to access voice system
- 2.2.2 5152# when prompted for mailbox
- 2.2.3 5152# when prompted for password
- 2.2.4 75 to compose message
- 2.2.5 8003## when prompted
- 2.2.6 5 when prompted

ATTACHMENT B  
NOTIFICATION OF PERSONNEL OUTSIDE THE PROTECTED AREA

- 2.2.7 Read Attachment A, Announcement of Protective Action, and press # when done recording.
- 2.2.8 79 to send message
- 2.2.9 83 to exit PBX Broadcast System.
- 2.3 Return to procedure Step 5.2.2.

Completed By \_\_\_\_\_ Date/Time \_\_\_\_\_

Return the completed form to Emergency Preparedness or TSC Manager

ATTACHMENT C  
EVACUATION OF THE POINT BEACH ENERGY CENTER

**NOTE: This attachment is to be completed by the Supervisor - Point Beach Energy Center or a designee upon direction from the Shift Manager (SM).**

- 1.0 Instruct all Energy Center staff to gather the general public from the Energy Center and surrounding nature trails, providing them with the following directions:
  - 1.1 ALERT or SITE EMERGENCY - Direct all people to leave the PBNP property immediately.
  - 1.2 GENERAL EMERGENCY - Direct all people to:
    - 1.2.1 Drive to the SBCC,
    - 1.2.2 Remain in their vehicles, and
    - 1.2.3 Follow directions of Security or Radiation Protection personnel.
- 2.0 Record the number of people affected and confirm their departure: \_\_\_\_/\_\_\_\_
- 3.0 Secure the building.
- 4.0 Inform Security that the Energy Center has been evacuated and ask them to assume responsibility for the area.
- 5.0 Report to the NES Building Cafeteria and await further instructions.

Completed By: \_\_\_\_\_

Date/Time \_\_\_\_\_/\_\_\_\_\_

Return the completed form to Emergency Preparedness or TSC Manager.

ASSEMBLY AND ACCOUNTABILITY, RELEASE AND  
EVACUATION OF PERSONNEL

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ATTACHMENT D  
ACCOUNTABILITY ANNOUNCEMENT

This announcement is to be made by the Shift Manager or a designee, upon completion of the accountability process.

- IF** all persons are accounted for,  
**THEN** make the following announcement over the Gai-tronics system:

**"ATTENTION ALL PERSONNEL. ATTENTION ALL PERSONNEL.  
INITIAL ACCOUNTABILITY HAS BEEN COMPLETED AND ALL PERSONS  
ARE ACCOUNTED FOR. MAINTAIN ACCOUNTABILITY THROUGHOUT  
THE EMERGENCY. REMAIN IN YOUR ASSEMBLY AREAS FOR FURTHER  
INSTRUCTIONS."**

Repeat the announcement.

- IF** some persons remain unaccounted for,  
**THEN** make the following announcement over the plant Gai-tronics system:

**"ATTENTION ALL PERSONNEL. ATTENTION ALL PERSONNEL.  
INITIAL ACCOUNTABILITY HAS BEEN COMPLETED AND THE  
FOLLOWING PERSONS REMAIN UNACCOUNTED FOR:**

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**IF YOU HAVE ANY INFORMATION REGARDING THE WHEREABOUTS  
OF THESE INDIVIDUALS, PROVIDE THAT INFORMATION TO:**

- C.A.S.  
 Other \_\_\_\_\_."

Repeat the announcement.

Return the completed form to Emergency Preparedness or TSC Manager.



ASSEMBLY AND ACCOUNTABILITY, RELEASE AND  
EVACUATION OF PERSONNEL

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ATTACHMENT F  
EVENT INVOLVEMENT SUMMARY

Name: \_\_\_\_\_  
Home Telephone: \_\_\_\_\_  
Address: \_\_\_\_\_

Event Date: \_\_\_\_\_  
Report Date: \_\_\_\_\_  
Report Time: \_\_\_\_\_

<b>INSTRUCTIONS:</b> To assist in reconstructing the event, <u>describe</u> any knowledge of, or involvement with, the emergency event and/or event response.
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(Use the back of this page if necessary.)

Return the completed form to the Assembly Area Leader prior to release.

ATTACHMENT G  
PERSONNEL "RELEASE-FROM-SITE" INFORMATION

1.0 ACTIONS UPON RELEASE FROM SITE

- 1.1 Follow instructions of Security and/or RP in regards to badges and dosimetry.
- 1.2 Listen to the Assembly Area Leader for routes and specific directions.

2.0 MEDIA

If contacted by media representatives for information about the emergency event, **DO NOT CONSENT** to interviews; instead, direct them to obtain official information from the Joint Public Information Center (JPIC), located at Wisconsin Public Service Corporation, 700 North Adams Street, in Green Bay, Wisconsin.

3.0 ELECTRONIC MAIL

The sites LAN network is another method of getting information to active KPB employees, utilizing your normal LAN User ID and personal e-mail directory.

- 3.1 At an Internet web browser address box, type in **http://www.nmcco.com/exchange** and press **Enter**.
- 3.2 Enter your personal e-mail login information used at the site with the following exception: Enter your user name including your domain with a "**\**". An example is **hu\lscu12**, with the **hu** being for Hudson. The domain for Point Beach is **pb** and domain for Kewaunee is **k**.
- 3.3 Enter your normal password (no exceptions).

4.0 NUMBERS TO CALL FOR ADDITIONAL INFORMATION

- 4.1 Public Information Hotline at 1-800-838-6192 (Event Status)
- 4.2 Voice Mail Box at Personal KPB Site Workstation (Event Status)
- 4.3 Resource Coordinator at 755-6508 (Return to Work During Event)

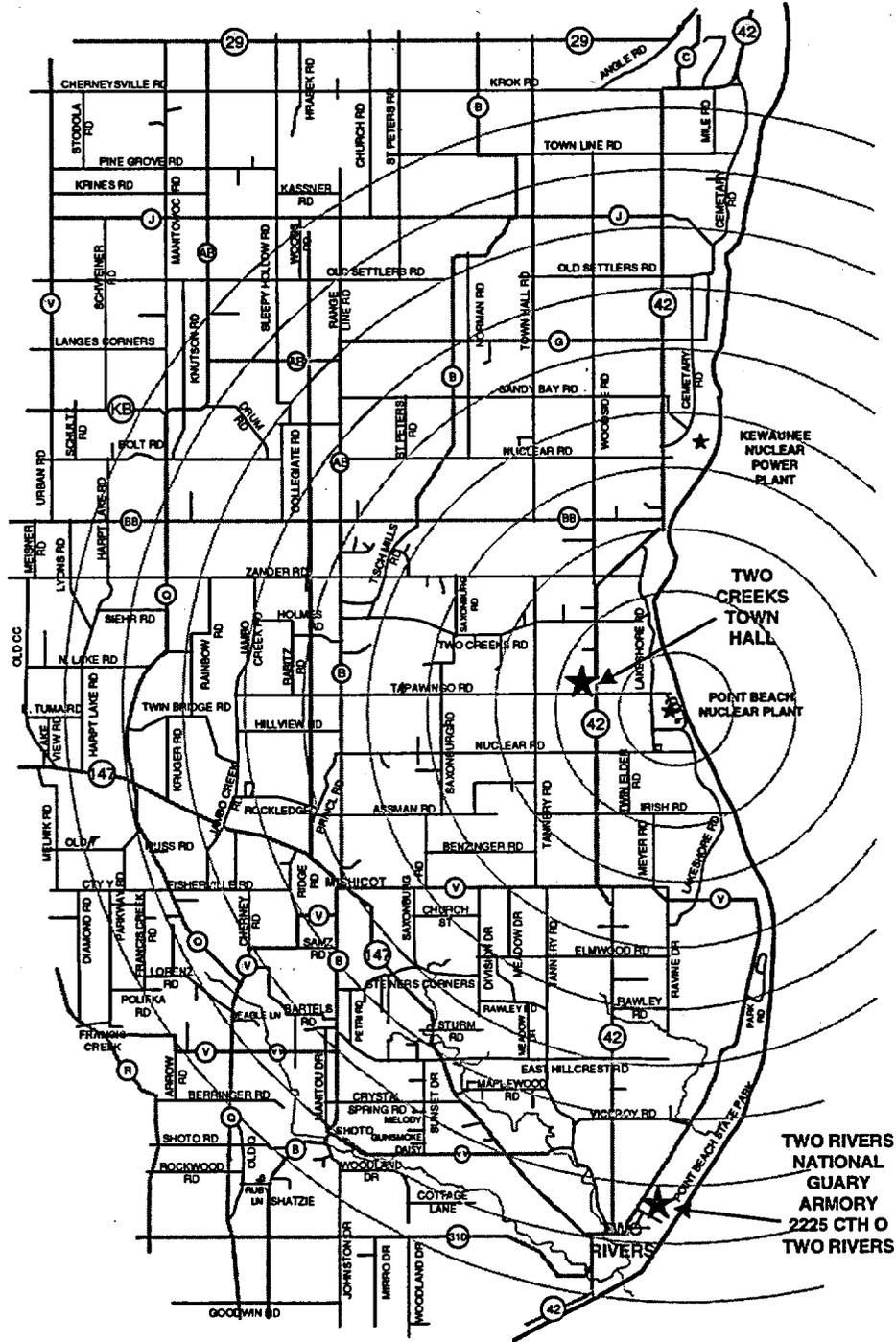
5.0 COUNTY RECEPTION AREAS IF PUBLIC EVACUATION WAS COMMENCED

- 5.1 Reception Center in Manitowoc County is Manitowoc County Highway Department on CTH 310, west of the City of Two Rivers..
- 5.2 Reception Center in Kewaunee County is Algoma High School located at 1715 Division Street in that city.
- 5.3 Red Cross workers at county reception centers will help workers locate their families if they were evacuated.

ATTACHMENT H  
DELETED ATTACHMENT

ASSEMBLY AND ACCOUNTABILITY, RELEASE AND  
EVACUATION OF PERSONNEL

ATTACHMENT I  
EVACUATION ROUTES



Return the completed form to Emergency Preparedness or TSC Manager.