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NL-03-0301

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50-364

U. S. Nuclear Regulatory Commission
ATTN: Document Control Desk
Washington, D. C. 20555-0001

Joseph M. Farley Nuclear Plant
Emergency Implementing Procedures

Ladies and Gentlemen:

Enclosed are uncontrolled copies of recent revisions to Farley Emergency Implementation Procedures submitted per 10 CFR 50, App. E. As requested, references to telephone numbers have been removed from the uncontrolled copies.

There are no new NRC commitments generated by this correspondence. If you have questions, please advise.

Sincerely,

A handwritten signature in black ink, appearing to read "J. B. Beasley, Jr." with a large checkmark at the end.

J. B. Beasley, Jr.

JBB/WHL/sdl

Enclosures: 1. GO-EIP-101 (Rev. 15)
 2. GO-EIP-111 (Rev. 43)
 3. GO-EIP-114 (Rev. 23)
 4. GO-EIP-122 (Rev. 8)
 5. GO-EIP-123 (Rev. 9)
 6. GO-EIP-131 (Rev. 19)
 7. GO-EIP-132 (Rev. 15)
 8. GO-EIP-134 (Rev. 16)
 9. GO-EIP-135 (Rev. 9)

A045

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NL-03-0301

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cc: Southern Nuclear Operating Company

Mr. J. D. Woodard, Executive Vice President

Mr. D. E. Grissette, General Manager – Plant Farley

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U. S. Nuclear Regulatory Commission

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2 copies

ENCLOSURE 1

**Uncontrolled Copy of
GO-EIP-101 (Rev. 15)**

FARLEY NUCLEAR SUPPORT

GO-EIP-101

CORPORATE EMERGENCY ORGANIZATION

List of Effective Pages

Page Nos. Revision

1 - 17 Rev. 15

Approved:

L. M. Stinson
Nuclear Support General Manager

1/07/03
Date Issued

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CORPORATE EMERGENCY ORGANIZATION

1.0 PURPOSE

The purpose of this procedure is to delineate the organization to be implemented by the SNC Corporate Office staff in support of emergency operations at Farley Nuclear Plant (FNP).

2.0 SCOPE

This procedure applies to the SNC Corporate Office staff supporting FNP.

3.0 REFERENCES

3.1 FNP Emergency Plan

3.2 FNP Emergency Plan Implementing Procedures (EIP's)

4.0 ORGANIZATION

4.1 Normal Organization

The Farley Project normal organization is shown in Figure 1. The normal functions, responsibilities and authorities of the Senior Southern Nuclear-Farley Project Corporate Management are as follows:

4.1.1 President

Provides for upper level management of the Farley Project.

4.1.2 Executive Vice President

The Executive Vice-President provides upper level management for the Farley Project.

4.1.3 Vice President – Project (Farley)

The Vice President – Project (Farley) shall have corporate responsibility for overall plant nuclear safety and shall take any measures needed to ensure acceptable performance of the staff in operating, maintaining, and providing technical support to the plant to ensure nuclear safety.

4.1.4 Nuclear Support General Manager

Provides managerial guidance and direction for all offsite support activities involved in safe and efficient operation of Farley Nuclear Plant. These activities include engineering, licensing, maintenance, technical and administrative support.

4.1.5 Quality Assurance Manager

Provides overall management and guidance for implementation of Quality Assurance activities which include independent verification and evaluation of performance, plant procedures, activities, operations, and documentation from a nuclear safety perspective.

4.2 Emergency Organization

In the event that an emergency condition at FNP requires emergency response facility activation, the corporate Emergency Response Organization may be activated. If activated, the corporate staff will function from the Corporate Emergency Operations Center (CEOC) to notify emergency personnel and to provide support to the Onsite Emergency Response Organization. The CEOC Emergency Response Organization is shown in Figure 2. The onsite Technical Support Center (TSC) and Emergency Operations Facility (EOF) Emergency Response Organizations are shown in Figure 3 and 4, respectively. The Emergency Coordinator has authority to modify the CEOC organization as deemed necessary.

4.2.1 Emergency Support Manager (ESM)

The ESM is responsible for the overall management of emergency support at FNP. The ESM is the primary contact for support from off-site agencies, and provides assistance, and advice to the Recovery Manager and Emergency Director in decisions involving the overall effect of the event. The ESM directs the efforts of the CEOC staff as it provides the necessary support to the EOF and TSC. During the activation phase, the ESM is responsible for initiating the corporate response in accordance with GO-EIP-111. The ESM will serve as the corporate spokesperson until such time as an alternate ESM or designee is available to assume the role of spokesperson. This position will be filled by a qualified individual designated by the Vice President - Project (Farley).

4.2.2 Emergency Coordinator (EC)

The Emergency Coordinator is responsible for supporting Emergency Organization activation and for supervising corporate emergency support in accordance with GO-EIP-111. The EC directs the CEOC staff to provide any necessary support as required. At all times a qualified individual, as designated by the Vice President - Project (Farley), is on-call or available as the EC.

4.2.3 Administrative Support Director (ASD)

The ASD is responsible for supporting Emergency Organization activation, notifying insurance agencies, other Company Departments potentially involved in emergency support, offsite support agencies and Corporate Office staff members who will augment or relieve the on-call CEOC or EOF staff. The ASD is also responsible for arranging for logistics needs associated with activities as delineated in GO-EIP-111, "Corporate Activation and Notification", and GO-EIP-123, "Reference Guidance for the ASD". The Vice President - Project (Farley) shall designate individuals qualified to fill this position.

4.2.4 Engineering and Licensing Support Director (ELSD)

The Engineering and Licensing Support Director is responsible for overall coordination of offsite technical and engineering support, for preparation of all written reports required by regulatory agencies, for maintaining appropriate status boards and for licensing related activities. Reporting to the ELSD will be engineering and technical personnel assigned to the CEOC. The Vice President - Project (Farley) shall designate individuals qualified to fill this position.

4.2.5 Administrative Assistant

The Administrative Assistant is responsible for monitoring Emergency Notification Network transmissions, assisting in Corporate Office communications, maintaining communications logs and emergency status boards and other administrative support functions designated by the Emergency Coordinator. This position will be filled by an available corporate staff member.

4.2.6 Public Information EOC Coordinator (PIEOC)

The Public Information EOC Coordinator is responsible for monitoring emergency activities and keeping the Corporate Communication management informed. The PIEOC obtains information necessary for preparing news releases, coordinates all statements about an emergency with the CEOC Emergency Coordinator and the Corporate Media Coordinator, prepares news release drafts and obtains approval from the CEOC Emergency Coordinator, Emergency Support Manager, VP--Project (Farley), or the Recovery Manager.

4.2.7 Public Information Emergency Coordinator (PIEC)

The PIEC is responsible for activation of the Corporate Emergency Communication Organization in accordance with GO-EIP-118 and for supervising corporate Public Information activities until the Public Information Director arrives at the News Media Center.

4.2.8 Activation Assistant

The Activation Assistant is responsible for activating the Emergency Communication Organization as directed by the PIEC.

4.2.9 Staffing of on-call positions and their Support Staff

The Vice President - Project (Farley) will designate in writing individuals to fill the positions of Emergency Support Manager, Emergency Coordinator, Engineering and Licensing Support Director, and Administrative Support Director. A minimum of three qualified individuals will be designated for each position. Sufficient Corporate personnel and plant personnel will be trained for those support positions requiring special administrative or technical knowledge to ensure the capability for continuous CEOC operation during an emergency. A list of such personnel is contained in GO-EIP-111, Telephone Directory.

4.3 Recovery Organization

The recovery organization for the Farley Project is shown in Figure 5. Transition from the Emergency Response Organization to the Recovery Organization will be at the discretion of the Recovery Manager following termination of the emergency condition. The Recovery Manager has authority to modify this organization as deemed necessary. Responsibilities are described below:

4.3.1 Recovery Manager

The Recovery Manager shall direct the overall recovery effort. He has the full authority and responsibility to make decisions regarding plant recovery and return to operation. Reporting to the Recovery Manager will be the Public Information Director, Nuclear Plant General Manager, Recovery Support Director, and the Technical Support Director. The line of succession for the Recovery Manager position is:

4.3.1.1 Vice President - Project (Farley)

4.3.1.2 Nuclear Plant General Manager

4.3.1.3 Nuclear Support General Manager

4.3.1.4 Plant Operations Assistant General Manager

4.3.1.5 Plant Support Assistant General Manager

4.3.1.8 Other managers as designated by Vice President - Project (Farley)

4.3.2 Recovery Support Director

The Recovery Support Director is responsible for all administrative aspects of recovery activity. Reporting to the Recovery Support Director are the Administrative Support Supervisor and Recovery Support Supervisor. The line of succession for the Recovery Support Director shall be designated by the Vice President – Project (Farley) should the Recovery Organization be required.–

4.3.3 Technical Support Director

The Technical Support Director is responsible for managing all supplemental engineering, technical and licensing support resources needed in the recovery effort. Reporting to the Technical Support Director are the Engineering Supervisor and Licensing Supervisor. The line of succession for the Technical Support Director shall be designated by the Vice President – Project (Farley) should the Recovery Organization be required.

4.3.4 Public Information Director

The Public Information Director is responsible for public information activities. His responsibilities and authorities are defined in EIP-102.

4.3.5 Nuclear Plant General Manager

The Nuclear Plant General Manager's - responsibilities are defined in FNP-0-AP-3.

4.3.6 Recovery Support Supervisor

The Recovery Support Supervisor is responsible for coordinating or monitoring operational support recovery activities as directed by the Recovery Support Director. This position will be filled by a qualified individual designated by the Recovery Support Director.

4.3.7 Administrative Support Supervisor

The Administrative Support Supervisor is responsible for supervising EOF recovery phase administrative activities including:

- 4.3.7.1 Special communications needs
- 4.3.7.2 Manpower augmentation (excluding engineering manpower)
- 4.3.7.3 Personnel Affairs for temporarily assigned personnel
- 4.3.7.4 Special Budget Activities
- 4.3.7.5 Clerical Support
- 4.3.7.6 Other activities as assigned by the Recovery Support Director.

This position will be filled by a qualified individual designated by the Recovery Support Director.

4.3.8 Engineering Supervisor

The Engineering Supervisor is responsible for off-site engineering resources directed toward design modification, major repair and engineering evaluations associated with recovery and return to operation. His responsibilities include:

- 4.3.8.1 Coordination of offsite engineering and technical support for design changes and repairs
- 4.3.8.2 Interfacing with Architect/Engineering firms for detailed manpower and technical support
- 4.3.8.3 Interfacing with NSSS supplier for detailed analyses and technical support associated with plant maintenance, operation or modification

4.3.8.4 Coordinating and expediting procurement activities.

This position will be filled by a qualified individual designated by the Technical Support Director.

4.3.9 Licensing Supervisor

The Licensing Supervisor is responsible for all recovery phase licensing activities. His responsibilities include:

4.3.9.1 Interfacing with the NRC to resolve license issues

4.3.9.2 Interfacing with Architect/Engineer firms or NSSS supplier to obtain technical and engineering analyses as necessary to resolve licensing issues

4.3.9.3 Coordinating with the Engineering Supervisor on design changes resulting from licensing issue resolution

4.3.9.4 Preparation of NRC required reports associated with the accident or recovery effort.

This position will be filled by a qualified individual designated by the Technical Support Director.

5.0 OPERATION OF THE CORPORATE EMERGENCY RESPONSE ORGANIZATION

5.1 Activation

5.1.1 The FNP Operations Shift Superintendent (OSS) has the authority and responsibility to immediately and unilaterally declare an emergency and initiate emergency response per FNP-0-EIP-3.0 and 9.0. Upon declaration of an emergency the OSS will immediately notify the on-call Emergency Director (ED). Until the on-call ED arrives onsite and relieves the Shift Supervisor, the OSS shall complete the duties of the ED prior to the on-call ED taking full responsibility for implementation of the Emergency Plan.

The ED, Shift Clerk, or designee will notify the Recovery Manager (RM) of the emergency condition. The RM will decide on the appropriate level of onsite and offsite activation utilizing the criteria shown in Figure 6. If a decision is made to activate, the offsite organization and facilities are activated as follows:

5.1.2 The Recovery Manager or a designee will contact the Emergency Support Manager (ESM). The ESM will contact the Emergency Coordinator.

- 5.1.3 The Emergency Coordinator will notify the Administrative Support Director (ASD) and the Public Information EOC (PIEOC) Coordinator. The PIEOC will inform the Public Information Emergency Coordinator (PIEC) and perform the duties as directed per GO-EIP-111. The PIEC has responsibility for notifying the remaining on-call Public Information Emergency Communication Organization per GO-EIP-102.
 - 5.1.4 The Public Information EOC Coordinator proceeds to the CEOC.
 - 5.1.5 The ASD notifies the on-call CEOC staff members who proceed to the CEOC.
 - 5.1.6 The ASD contacts a corporate staff member to report to the CEOC as Administrative Assistant. The Administrative Assistant then proceeds to the CEOC.
 - 5.1.7 At the CEOC, the Emergency Coordinator and the CEOC staff will verify that the CEOC is setup and coordinate with the ASD to notify and activate any additional personnel required to support their CEOC functions.
- 5.2 Corporate Emergency Operations Center (CEOC)
- 5.2.1 Upon activation, the CEOC will be staffed 24 hours per day until directed otherwise by the Emergency Support Manager.
 - 5.2.2 Contained within the CEOC located on the 3rd floor of the 40 Inverness Center Parkway Building, Birmingham, Alabama, is the equipment necessary to provide dedicated direct communications links with FNP. In addition, the CEOC provides commercial and company-wide phone systems to and from the site. A communication link will be established and maintained between the Emergency Operations Facility (if activated, the Technical Support Center), and the CEOC until the Emergency Director determines that the communications link no longer is needed.
 - 5.2.3 Other communications equipment accessible to the CEOC staff include Nuclear Network (an intra-industry computer based information exchange network), several telecopiers, and network word processing capability.
 - 5.2.4 Status boards will be displayed in the CEOC to provide periodic and timely plant conditions.
 - 5.2.5 At the CEOC, the Emergency Coordinator and his staff monitor plant status, maintain contact with the Recovery Manager, provide initial logistics support to the plant, provide periodic briefings to senior company management and the APC Public Relations Staff, and make notifications as necessary to augment the EOF staff, activate CEOC and EOF relief crews, and notify offsite vendor support organizations.

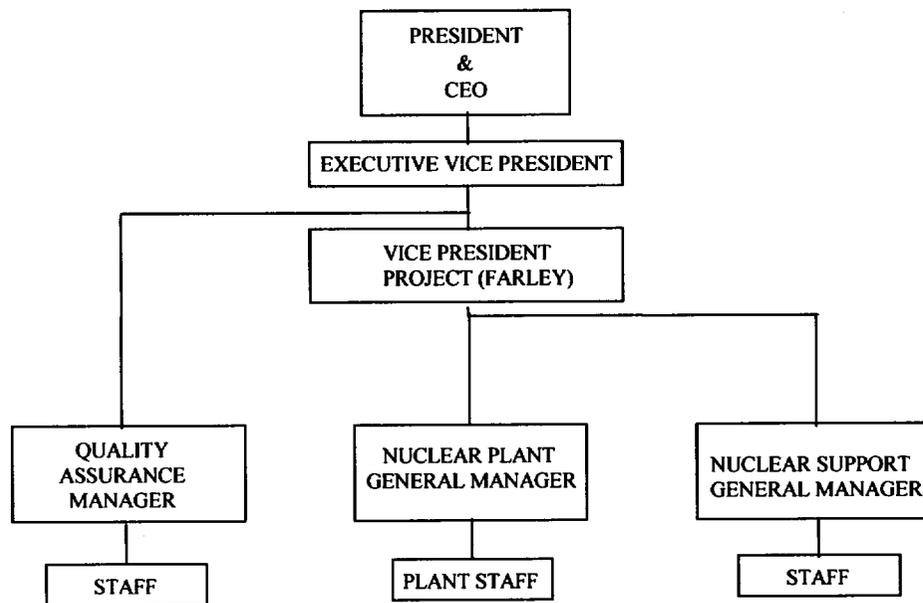
5.3 Relief Briefings

- 5.3.1 During long-term emergency response situations, it may be necessary to relieve personnel performing emergency functions. A comprehensive relief briefing is required to ensure no loss of information occurs and to avoid any setbacks during the transition. Turnover Guidelines will normally be maintained during the shift to provide a continuing summary of the status of the position and will normally be reviewed by the offgoing person with the oncoming person.
- 5.3.2 After becoming familiar with the emergency situation, the oncoming person will notify the EC of the relief and assume responsibility for the position.

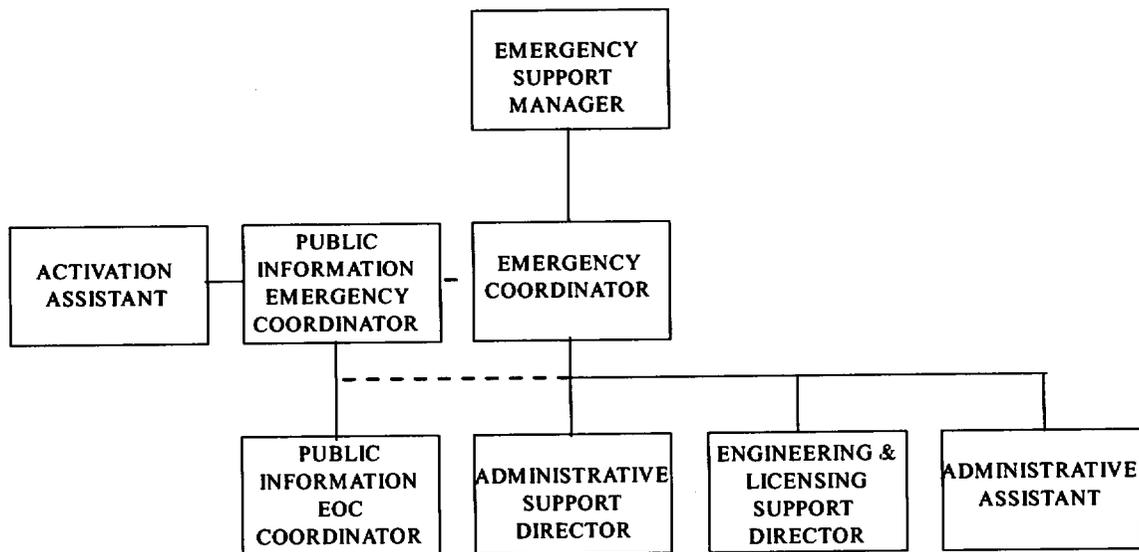
6.0 QA RECORDS

None of the records generated by this procedure are considered to be QA records.

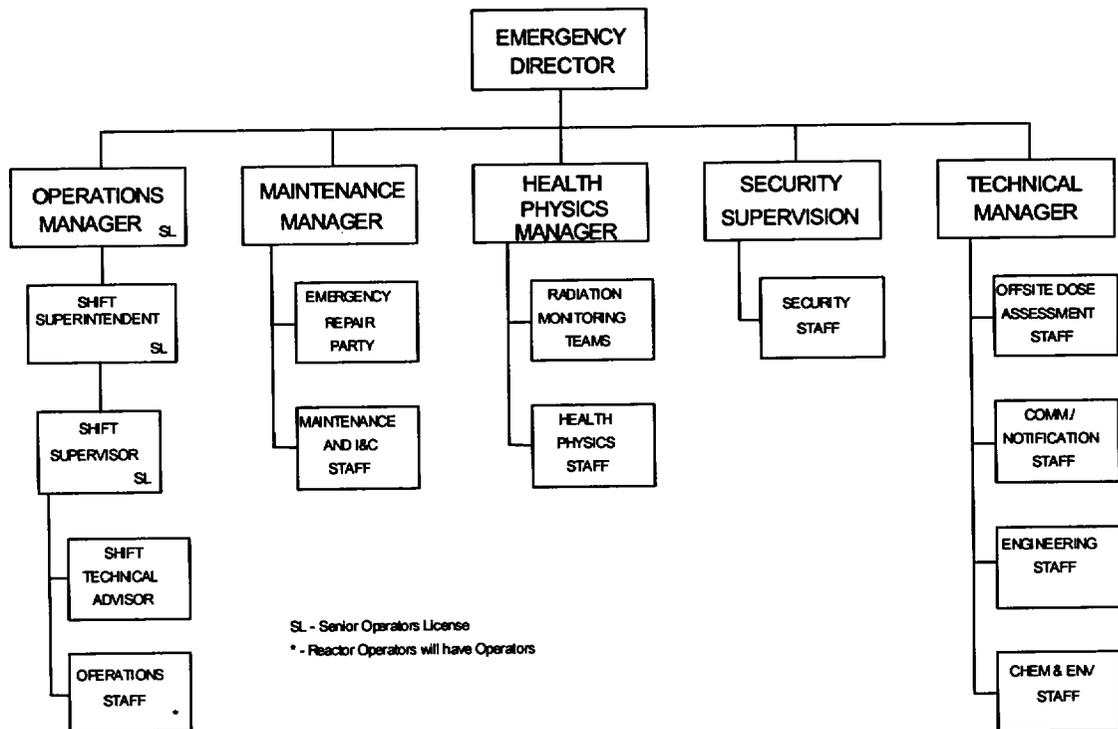
FARLEY PROJECT NORMAL ORGANIZATION



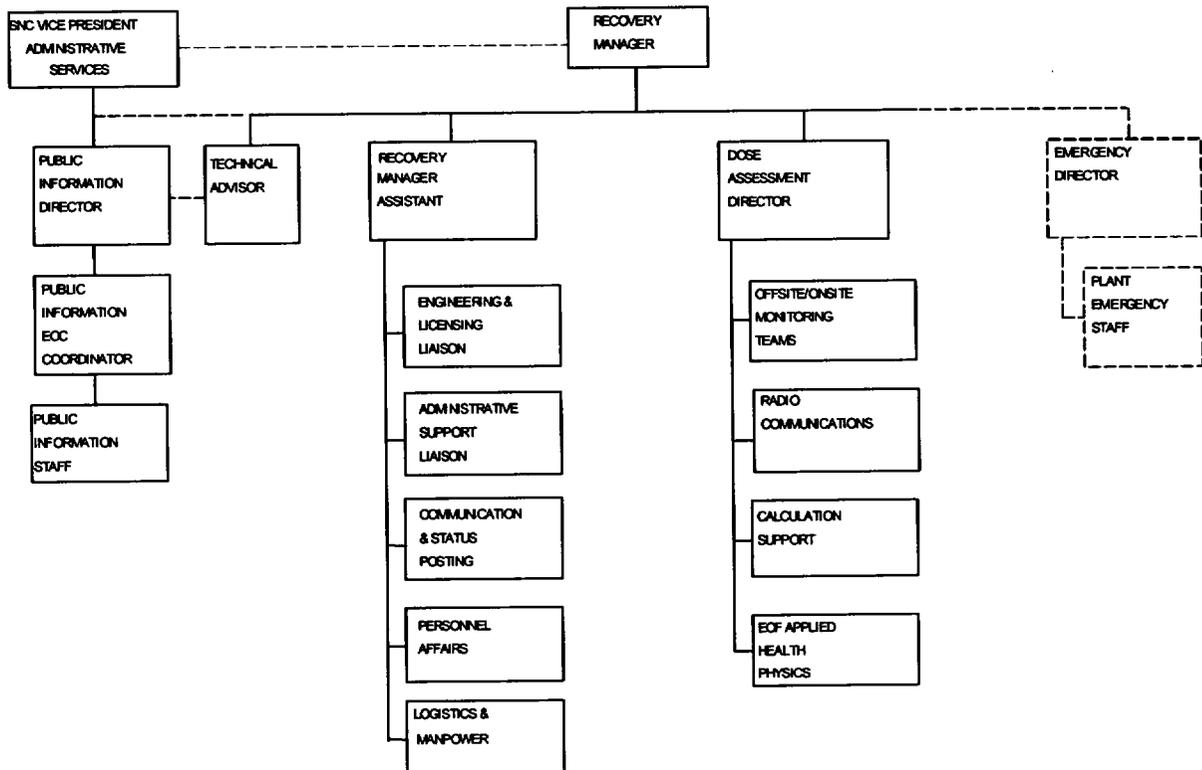
**CORPORATE EMERGENCY OPERATIONS CENTER
EMERGENCY RESPONSE ORGANIZATION**



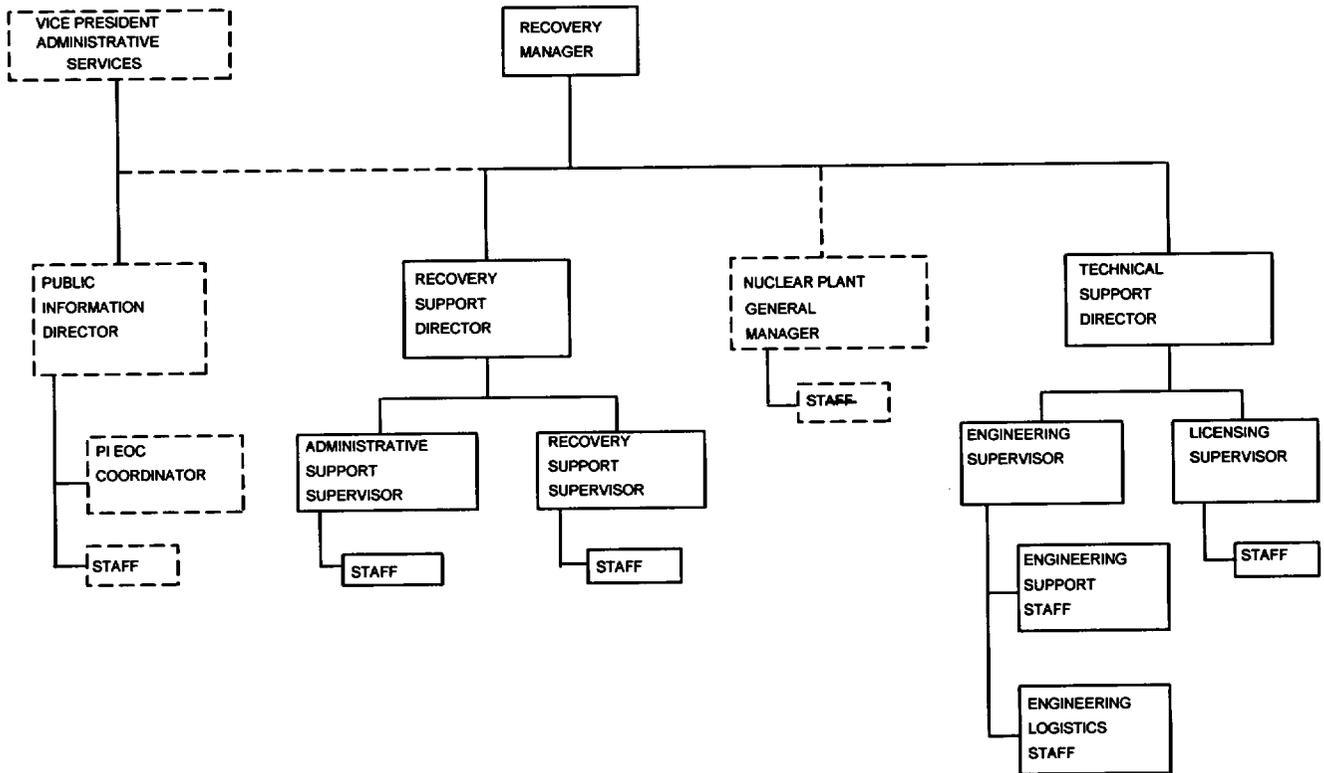
TECHNICAL SUPPORT CENTER EMERGENCY RESPONSE ORGANIZATION



EMERGENCY OPERATIONS FACILITY EMERGENCY RESPONSE ORGANIZATION



EMERGENCY OPERATIONS FACILITY RECOVERY ORGANIZATION



EMERGENCY FACILITY ACTIVATION

	<u>Unusual Event</u>	<u>Alert</u>	<u>Site Area Emergency</u>	<u>General Emergency</u>
Technical Support Center	*	Activate #	Activate #	Activate
Operations Support Center	*	Activate #	Activate #	Activate
Emergency Operations Facility	**	***	Activate #	Activate
Corporate Emergency Operations Center	**	***	Activate #	Activate
APC Corporate Headquarters	**	***	Activate #	Activate
News Media Center##	N/A	****	****	Activate

NOTE:

* No action, standby or activation at the discretion of the Emergency Director

** No action, standby or activation at the discretion of the Recovery Manager

*** Standby or activation at the discretion of the Recovery Manager

**** Activation dependent on level of media interest or EOF activation

Activation will be to the extent deemed necessary by the Emergency Director and Recovery Manager

Automatically activated upon EOF activation

ENCLOSURE 2

**Uncontrolled Copy of
GO-EIP-111 (Rev. 43)**

FARLEY NUCLEAR SUPPORT
CORPORATE ACTIVATION AND NOTIFICATION

GO-EIP-111

List of Effective Pages

<u>Page No.</u>	<u>Revision</u>
1 - 39	Rev. 43

APPROVED:

L. M. Stinson
Nuclear Support General Manager

1/07/03
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Corporate Activation and Notification

1.0 Purpose

This procedure provides emergency response guidance for the SNC Corporate Emergency Organization during both declared and undeclared emergency events. The guidance includes organizations to be notified and activities necessary to support the FNP Emergency Response Organization (ERO).

2.0 Scope

This procedure applies to the SNC staff supporting the Farley Project.

3.0 References

3.1 FNP Emergency Plan

3.2 GO-EIP-101

3.3 GO-EIP-111 Telephone Directory and Weekly Duty Roster

4.0 General

4.1 A current copy of this procedure, the GO-EIP-111 Telephone Directory, and the Farley Project Corporate Weekly Duty Roster shall be maintained at all times with the on-call ESM, EC, ASD, PIEOC and in the Corporate Emergency Operations Center (CEOC).

4.2 The Farley Project-Emergency Planning Coordinator is responsible for updating all names and phone numbers quarterly. Names and phone numbers shall be verified annually.

4.3 An on-call duty roster will be updated semiannually, if required, and issued to all personnel trained in the following on-call positions:

- 1) Emergency Support Manager (ESM)
- 2) Emergency Coordinator (EC)
- 3) Engineering and Licensing Support Director (ELSD)
- 4) Administrative Support Director (ASD)
- 5) Public Information Emergency Coordinator (PIEC)
- 6) Public Information Emergency Operations Center Coordinator (PIEOC)

Deviations from the on-call duty roster will be coordinated as follows:

- 1) ESM position deviation - Inform on-call RM
- 2) EC position deviation - Inform on-call ESM
- 3) ASD position deviation - Inform on-call ESM and EC
- 4) All other NS positions - Inform on-call ASD
- 5) PIEC or PIEOC position deviation - Inform on-call ESM and EC

4.4 The ESM will maintain the lead in this procedure in all TABS except TAB A. In TAB A, the ESM will normally turn responsibility for completing this procedure over to the EC.

4.5 Definitions:

4.5.1 CEOC ACTIVATION - ESM, EC, ASD, ELSD and PIEOC Coordinator are activated to report to the CEOC.

4.5.2 CEOC STANDBY ACTIVATION - All Nuclear Support (NS) on-call personnel are notified of the emergency and are requested to remain available for immediate staffing needs. The ESM or EC may request some key members to report to the CEOC, as necessary.

4.5.3 ECO FULL ACTIVATION - All Emergency Communication Organization (ECO) on-call personnel proceed to their designated locations at the APC Corporate Headquarters, CEOC, or News Media Center (NMC).

4.5.4 ECO PARTIAL ACTIVATION - All Emergency Communication Organization (ECO) on-call personnel are notified of the emergency. Personnel assigned emergency on-call duties in the APC Headquarters and CEOC are requested to proceed to their designated locations. All other NMC ECO personnel are requested to remain available for immediate staffing should the situation warrant.

4.5.5 ECO STANDBY ACTIVATION - All Emergency Communication Organization on-call personnel are notified of the emergency and are requested to remain available for immediate staffing needs. The PIEC and PIEOC will be notified to activate and report to the APC Corporate Headquarters or CEOC, as applicable.

4.5.6 ECO PARTIAL STANDBY ACTIVATION - The PIEC and PIEOC will be notified activate and report to the APC Corporate Headquarters or CEOC, as applicable.

4.6 All telephone numbers referenced in this procedure can be found in the GO-EIP-111 Telephone Directory. A copy of the GO-EIP-111 Telephone Directory should be filed with each copy of this procedure. Note that the item numbers in this procedure correspond to the Telephone Directory item numbering for ease of use.

4.7 QA Records

None

4.8 Non QA Records

Document Generated	Retention Time	FNP Rtype
Executed GO-EIP-111	5 Years	H06.073

5.0 Main Body (ESM Actions)

_____ 5.1 Fill in the following information as provided by the Emergency Director (ED) or Recovery Manager (RM) or as determined based on discussion.

DATE/TIME _____ / _____

Emergency Director _____

Recovery Manager _____

Emergency Classification _____ Time Declared _____

Description _____

Injured Personnel Yes / No Contaminated Yes / No Transported Yes / No

Emergency Release in Progress Yes / No _____

Effluent Pathway

Offsite Dose Rate _____

Offsite Protective Action Status _____

Notifications Made _____

Notification Requests _____

Anticipated Level of On-Site ERO Activation (circle choices below)

- TSC Operational Standby None
- EOF Operational Standby None

Spokesperson Name(s):

Dothan NMC Spokesperson _____

Birmingham Spokesperson _____

_____ 5.2 Contact and consult with the Senior Available ESM:

_____ 5.2.1 DATE/TIME _____ / _____

_____ 5.2.2 Circle Level of Off-Site Emergency Response Organization Activation based on the emergency classification. If no emergency classification then go to step 5.8.

	CEOC Activation and ECO Full Activation	CEOC Activation and ECO Partial Activation	CEOC Standby Activation and ECO Standby Activation	CEOC Standby Activation and ECO Partial Standby Activation
GENERAL EMERGENCY	X			
SITE AREA EMERGENCY	X			
ALERT	#	X		
NOUE	#	#	#	X

X - Required Minimal Response
 # - Optional Increased Response

_____ 5.3 Contact the on-call PIEOC (see GO-EIP-111 Telephone Directory item (32) for phone numbers) and direct the PIEOC perform GO-EIP-111 steps 5.3.1 through 5.3.7.

_____ 5.3.1 The PIEOC should contact a Public Information Emergency Coordinator (PIEC) (preferably the on-call PIEC) (see GO-EIP-111 Telephone Directory item (25) for phone numbers).

_____ 5.3.2 The PIEOC should provide the PIEC with the information recorded in step 5.1 and 5.2 so that the PIEC can complete step 6.1 of GO-EIP-118.

_____ 5.3.3 The PIEOC should discuss with the PIEC the minimum level of activation determined in step 5.2.2 and jointly determine the level of activation of the ECO necessary to support the event.

_____ ECO Full activation

_____ ECO Partial Activation

_____ ECO Standby Activation

_____ ECO Partial Standby Activation

- _____ 5.3.4 The PIEOC should direct the PIEC to perform applicable actions per GO-EIP-118, step 6.0 to activate the ECO to the level of activation determined necessary per step 5.3.3 above.
- _____ 5.3.5 The PIEOC should report to the CEOC.
- _____ 5.3.6 IF the NMC is to be activated THEN the PIEOC should direct the ESM or EC to perform the following:
 - _____ 5.3.6.1 Verify Houston County Emergency Management Agency notified to have the NMC Auditorium setup and Juvenile Services informed (see GO-EIP-111 Telephone Directory item (35) for phone number).
 - _____ 5.3.6.2 Verify Southeast Division Client Services notified to setup NMC telephone and data systems (see GO-EIP-111 Telephone Directory item (24) for phone number).
 - _____ 5.3.6.3 Verify that FNP Security Shift Foreman notified to dispatch two security force members to the NMC (see GO-EIP-111 Telephone Directory item (4) for phone number).
- _____ 5.3.7 The PIEOC should generate news releases and coordinate required news release approval and distribution in accordance with GO-EIP-114 and GO-EIP-118. The following guidance is provided as a goal for timely distribution of news releases although it is understood that event circumstances may prevent these goals from always being met:
 - _____ 5.3.7.1 For a declaration of Notification of Unusual Event only, the initial news release (INR) should be completed using the appropriate GO-EIP-114 pre-approved sample and be issued within 60 minutes of receipt of the initial Emergency Notification form.
 - _____ 5.3.7.2 For emergency declarations of Alert or above, the initial news release (INR) should be completed using the appropriate GO-EIP-114 pre-approved sample and be issued within 15 minutes of the CEOC being declared operational.
 - _____ 5.3.7.3 For upgrades of emergency declaration to Alert, Site Area, or General Emergency when the CEOC is already operational, a news release should be completed using the appropriate GO-EIP-114 pre-approved sample and be issued within 15 minutes of receipt of the initial Emergency Notification form from the site.
 - _____ 5.3.7.4 Following issuance of the INR or an upgrade news release, a detailed news release should be issued approximately hourly providing timely detailed information on the event status to the media, employees, and the public. Conduct of a press conference in lieu of news release issuance is an acceptable means of keeping the public informed.

- _____ 5.4 IF GENERAL EMERGENCY, THEN go to TAB A
- _____ 5.5 IF SITE AREA EMERGENCY, THEN go to TAB A
- _____ 5.6 IF ALERT, THEN go to TAB A
- _____ 5.7 IF NOTIFICATION OF UNUSUAL EVENT and
_____ ECO to be fully activated **and** the CEOC is to be activated,
THEN GO TO TAB A
- _____ ECO is to be partially activated **and** the CEOC is to be activated,
THEN GO TO TAB B
- _____ ECO is to be placed in standby activation **and** the CEOC is to be placed in
standby activation, THEN GO TO TAB C
- _____ ECO is to be placed in partial standby activation **and** the CEOC is to be placed in
standby activation THEN GO TO TAB D
- _____ 5.8 If FIRE go to TAB E
- _____ 5.9 If PERSONNEL EMERGENCY go to TAB F
- _____ 5.10 If TRANSPORTATION ACCIDENT go to TAB G
- _____ 5.11 If OIL SPILLS & RELEASE OF HAZARDOUS SUBSTANCE go to TAB H
- 6.0 IF none of the above, THEN exit this procedure and coordinate with plant as needed. Consider contacting upper management, Corporate Communication, and the PIEC as necessary based on the events potential for media interest.

TAB A

EC ACTIONS

(CEOC ACTIVATION AND ECO FULL ACTIVATION)

NOTE: Emergency Communication (ECO) timely notification is a high priority. Verify GO-EIP-111, Main Body, step 5.3 initiated prior to proceeding with this TAB. Return to the Main Body of the procedure if a change in Emergency Class occurs.

- _____ 1.0 ESM should contact the on-call EC and provide the EC with the information recorded in step 5.1 and 5.2. The ESM will normally turnover responsibility for completion of TAB A to the EC.

- _____ 2.0 Contact the on-call Administrative Support Director (ASD)(see GO-EIP-111 Telephone Directory item (39) for phone numbers).
 - 2.1 Direct the ASD to execute Appendix 1 "Emergency Organization Activation".
 - 2.2 Provide the ASD with the information necessary for the ASD to fill out applicable sections of page 1 of Appendix 1.

- _____ 3.0 If the NMC is to be activated, then determine the preferred method for transporting personnel to the Dothan Area and then make required calls to determine transportation availability:
 - _____ Aircraft: Helicopter and/or plane
 - _____ Personal or Rental Vehicles
 - _____ N/A

- 3.1 If transportation by aircraft is the preferred method for transportation then contact one of following individuals and determine if either a helicopter (preferred) or plane is available (see GO-EIP-111 Telephone Directory item (37) for phone numbers).

NOTE: Helicopter departures may be from Shelby County Airport, Birmingham Airport (SCS Hangar), APC Corporate Headquarters, or Inverness Heliport. The Emergency Coordinator should consider (along with SCS flight coordinator) aircraft availability and personnel location in determining the most advantageous departure location.

- 3.1.1 If a helicopter is available then reserve the helicopter for emergency use and obtain and record the following flight information.
 - a. D eparture time _____
 - b. Departure location _____
 - c. Num ber of seats on helicopter _____
 - d. "N" Number of helicopter (if available) _____

TAB A (Cont.)

3.1.2 If a plane is available then reserve the plane for emergency use and obtain the following flight information.

- a. D eparture time _____
- b. D eparture location _____
- c. Num ber of seats on plane _____
- d. "N" Number of plane (if available) _____

3.2 If transportation via automobile is the preferred method of transportation or neither a helicopter nor plane are available then:

3.2.1 Contact one of the following SNC Security personnel to arrange for security assistance (see GO-EIP-111 Telephone Directory item (4) for phone numbers).

3.2.2 If rental vehicles are needed then contact Enterprise Car Rental. (See GO-EIP-111 Telephone Directory item (9) for phone numbers).

3.2.3 Obtain and record the following vehicle information.

- a. Vehicle #1 Departure time _____
Vehicle #1 Departure location _____
Vehicle #1 Radio/Telephone Number _____
- b. Vehicle #2 Departure time _____
Vehicle #2 Departure location _____
Vehicle #2 Radio/Telephone Number _____
- c. Vehicle #3 Departure time _____
Vehicle #3 Departure location _____
Vehicle #3 Radio/Telephone Number _____

_____ 4.0 If the NMC is to be activated, then notify the PIEC of the transportation departure time and locations (see GO-EIP-111 Telephone Directory item (25) for phone number).

4.1 Establish the APC Headland Office as a meeting place for personnel that will be traveling to the EOF if these personnel will not be able to communicate via cellular phone. Personnel will utilize the Headland Office to contact the FNP CEOC to determine safe routes to FNP if traveling to the plant.

4.2 Request that the PIEC determine and provide the names of those individuals that will be traveling via aircraft or automobile. Record the information below when the information is provided:

TAB A (Cont.)

Helicopter		
1) NMC Spokesperson _____	2) NMC Coord _____	
3) NMC Asst _____	4) PID _____	
5) NMC Security _____	6) _____	
Plane		
1) NMC Spokesperson _____	2) NMC Coord _____	
3) NMC Asst _____	4) PID _____	
5) NMC Security _____	6) _____	
7) _____	8) _____	
Automobile	#1	#2
1) NMC Spokesperson _____	2) NMC Coord _____	
3) NMC Asst _____	4) PID _____	
5) NMC Security _____	6) _____	
7) _____	8) _____	

4.3 Request the name and phone number of the Corporate Media Coordinator. The Corporate Media Coordinator will be the ECO contact person until the NMC is activated.

Name _____ Phone _____

4.4 Notify the NMC Spokesperson of transportation departure time and location (see GO-EIP-111 Telephone Directory item (38) for phone number).

____ 5.0 Verify any extra notifications are made as may have been requested by the ED or RM.

____ 6.0 Go to the CEOC.

____ 7.0 Coordinate implementation of Appendix 2, "CEOC Activation Guideline."

____ 8.0 Have the ELSD and ASD coordinate implementation of GO-EIP-122 and GO-EIP-123.

____ 9.0 Coordinate with the ASD to arrange for ground transportation for those personnel traveling by air to the NMC and EOF. Inform the EOF and TSC of transportation arrangements for those individuals traveling by air or ground and have security arrangements made for those traveling to the EOF.

____ 10.0 Establish a secure conference call between the TSC, EOF, and CEOC and obtain a briefing from the plant. see GO-EIP-111 Telephone Directory items (22, 28, and 31) for alternate phone numbers.

TAB A (Cont.)

- _____ 11.0 Ensure notifications, as appropriate, are made per Appendix 3, "Notifications".
- _____ 12.0 Provide support for public information needs for news release preparation (reference GO-EIP-114).
- _____ 13.0 Assign a staff member knowledgeable in FNP systems to assist the PIEOC as necessary.
- _____ 14.0 Brief upper management as necessary (see GO-EIP-111 Telephone Directory item (23) for phone number).
- _____ 15.0 Provide news release technical approval as needed per GO-EIP-114, "News Release Coordination and Distribution."

NOTE: Advise of plume path as the crew going to the EOF approaches the plant via helicopter

- _____ 16.0 Contact the en-route ESM/ECO crew as needed.
- _____ 17.0 Provide status summary to ESM and/or NMC Spokesperson upon their arrival at NMC utilizing Appendix 4, if necessary.
- _____ 18.0 Maintain support activities until directed by ESM to deactivate CEOC.
- _____ 19.0 When requested to deactivate, perform the following:
 - _____ 19.1 Support de-escalation and recovery efforts per FNP-EIP-28.0, "De-Escalation", and FNP-EIP-28.1, "Recovery", as necessary.
 - _____ 19.2 Direct ASD to provide an update to appropriate personnel and outside agencies.
 - _____ 19.3 Give directions to ASD on desired staffing notifications
 - _____ 19.4 Proceed to the EOF at ESM's discretion for Recovery Phase.
 - _____ 19.5 Brief Upper Management (see GO-EIP-111 Telephone Directory item (23) for phone numbers).
 - _____ 19.6 The ASD should verify that the CEOC emergency locker is inventoried per GO-EIP-131 and the Emergency Cabinet resealed. Controlled procedures used during the emergency should be collected and subsequently forwarded to Document Control for retention/replacement.

TAB B

CEOC ACTIVATION AND ECO PARTIAL ACTIVATION

- ____ 1.0 Verify GO-EIP-111, Main Body, Step 5.3 initiated by the PIEOC.
- ____ 2.0 Contact the on-call EC and request the EC proceed to the CEOC after the EC has directed the ASD to activate the CEOC per Appendix 1.
- ____ 3.0 Contact and place the technical spokespersons on STANDBY.
- ____ 4.0 Brief Upper Management as necessary (see GO-EIP-111 Telephone Directory item (23) for phone numbers).
- ____ 5.0 Proceed to CEOC.
- ____ 6.0 Upon arrival at CEOC, obtain briefing from plant and notify the plant of CEOC activation.
- ____ 7.0 Direct EC to have notifications made, as appropriate, per Appendix 3 and direct the ASD and ELSD to perform applicable steps of GO-EIP-111, 122 and/or 123.
- ____ 8.0 Assign a staff member knowledgeable in plant systems to assist the PIEOC as necessary.
- ____ 9.0 Provide support for public information needs for news release preparation as necessary (Reference GO-EIP-114). Post News Releases on the white board in CEOC.
- ____ 10.0 Support de-escalation and recovery efforts per FNP-EIP-28.0, "De-Escalation", and FNP-EIP-28.1, "Recovery", as necessary.

CONDITIONS DETERIORATE

- ____ 11.0 If classification or conditions worsen leave this TAB and go to MAIN BODY step 5.2.

TERMINATION

- ____ 12.0 If classification or conditions are returned to normal, CONTINUE; otherwise go to step 7.0 of this TAB.
- ____ 13.0 Refer to FNP-EIP-28.0, "De-Escalation", and FNP-EIP-28.1, "Recovery", as necessary.
- ____ 14.0 Request ASD to notify all organizations and personnel previously contacted and update, also to take ECO off STANDBY.
- ____ 15.0 The ASD should verify that the CEOC emergency locker is inventoried per GO-EIP-131 and the Emergency Cabinet resealed. Controlled procedures used during the emergency should be collected and subsequently forwarded to Document Control for retention/replacement.
- ____ 16.0 Brief Upper Management (see GO-EIP-111 Telephone Directory item (23) for phone numbers).

TAB C

CEOC STANDBY ACTIVATION AND ECO STANDBY ACTIVATION

- ____ 1.0 Verify GO-EIP-111, Main Body, Step 5.3 initiated by the PIEOC.
- ____ 2.0 Contact and place the technical spokespersons on STANDBY.
- ____ 3.0 Contact and request the EC direct the ASD to place the CEOC staff on STANDBY per Appendix 1.
- ____ 4.0 Brief Upper Management as necessary (see GO-EIP-111 Telephone Directory item (23) for phone numbers).
- ____ 5.0 Make notifications as appropriate per Appendix 3.
- ____ 6.0 Interface with plant as necessary.

CONDITIONS DETERIORATE

- ____ 7.0 If classification or conditions worsen, go to MAIN BODY Step 5.2

TERMINATION

- ____ 8.0 If classification or conditions are returned to normal, CONTINUE, otherwise go to step 6.0 above.
- ____ 9.0 Refer to FNP-EIP-28.0, "De-Escalation", and FNP-EIP-28.1, "Recovery", as necessary.
- ____ 10.0 Contact PIEC and advise to take Emergency Communication Organization off STANDBY.
- ____ 11.0 Contact ASD and request to take CEOC staff off STANDBY and contact any other organizations or personnel contacted and advise of situation.
- ____ 12.0 Brief Upper Management (see GO-EIP-111 Telephone Directory item (23) for phone numbers).

TAB D

CEOC STANDBY ACTIVATION AND ECO PARTIAL STANDBY ACTIVATION

- ____ 1.0 Verify GO-EIP-111, Main Body, Step 5.3 initiated by the PIEOC.
- ____ 2.0 Contact an on-call SNC Corporate Communications representative.
- ____ 3.0 Brief Upper Management (see GO-EIP-111 Telephone Directory item (23) for phone numbers).
- ____ 4.0 Make notifications as appropriate per App. 3.
- ____ 5.0 Interface with plant as necessary.

CONDITIONS DETERIORATE

- ____ 6.0 If classification or conditions worsen, go to MAIN BODY, Step 5.2.

TERMINATION

- ____ 7.0 If classification or conditions are returned to normal, CONTINUE, otherwise go to Step 5.0 above.
- ____ 8.0 Refer to FNP-EIP-28.0, "De-Escalation", and FNP-EIP-28.1, "Recovery", as necessary.
- ____ 9.0 Brief Upper Management (see GO-EIP-111 Telephone Directory item (23) for phone numbers).
- ____ 10.0 Contact all previously contacted groups and advise of normal conditions.

TAB E

FIRE

NOTE: If fire causes an emergency classification, GO TO MAIN BODY, Step 5.2 and follow directions based on emergency classification.

- ____ 1.0 Contact an on-call SNC Corporate Communications representative. Verify that the SNC Corporate Communications representative will contact one of the PIEC's. (see GO-EIP-111 Telephone Directory item (25) for phone number).
- ____ 2.0 If major damage has resulted, contact SCS Insurance Department (see GO-EIP-111 Telephone Directory item (7) for phone number).
- ____ 3.0 If fire involves release of PCBs, verify Environmental Services is contacted. (see GO-EIP-111 Telephone Directory item (12) for phone number).
- ____ 4.0 Contact Upper Management as necessary (see GO-EIP-111 Telephone Directory item (23) for phone numbers).
- ____ 5.0 If conditions cause emergency classification, go to MAIN BODY, step 5.2.

CONDITIONS DETERIORATE

NOTE: NOUE: Hazards experienced onsite or within one mile of the site boundary which could affect plant operations, such as:.....fire or explosion

ALERT: Fire or explosion potentially affecting ECCS

SAE: A fire affecting ECCS

TERMINATION

- ____ 6.0 If conditions are returned to normal, CONTINUE; otherwise go to step 1.0 above.
- ____ 7.0 Brief Upper Management as necessary (see GO-EIP-111 Telephone Directory item (23) for phone numbers).
- ____ 8.0 Contact all previously contacted groups and advise of normal conditions.

TAB F

PERSONNEL EMERGENCY

NOTE: If personnel emergency causes an emergency classification, GO TO MAIN BODY, Step 5.2 and follow directions based on emergency classification.

- _____ 1.0 Contact an on-call SNC Corporate Communications representative (see GO-EIP-111 Telephone Directory item (32) for phone number). Verify that the SNC Corporate Communications representative will contact one of the PIEC's. (see GO-EIP-111 Telephone Directory item (25) for phone number).
- _____ 2.0 If emergency involves injured, contaminated or overexposed personnel, then contact the Safety and Health Department (see GO-EIP-111 Telephone Directory item (19) for phone numbers).
- _____ 3.0 If emergency involves injured, contaminated or overexposed personnel, then contact the Safety and Health Department (see GO-EIP-111 Telephone Directory item (20) for phone numbers).
- _____ 4.0 Contact Upper Management as necessary (see GO-EIP-111 Telephone Directory item (23) for phone numbers).
- _____ 5.0 Contact the following as needed:
 - _____ 5.1 UAB RCTF (see GO-EIP-111 Telephone Directory item (17) for phone numbers).
 - _____ 5.2 American Medical Response (AMR) Ambulance Service (see GO-EIP-111 Telephone Directory item (18) for phone numbers).
 - _____ 5.3 SCS Risk Management (see GO-EIP-111 Telephone Directory item (7) for phone numbers).
 - _____ 5.4 INPO (see GO-EIP-111 Telephone Directory item (2) for phone numbers).

TAB G

WASTE TRANSPORTATION ACCIDENTS

NOTE: If waste transportation accident causes an emergency classification, GO TO MAIN BODY, Step 5.2 and follow directions based on emergency classification.

- _____ 1.0 Verify the Recovery Manager and Emergency Director are aware of the accident.
- _____ 2.0 Contact an on-call SNC Corporate Communications representative (see GO-EIP-111 Telephone Directory item (32) for phone number). Verify that the SNC Corporate Communications representative will contact one of the PIEC's. (see GO-EIP-111 Telephone Directory item (25) for phone number).
- _____ 3.0 Contact ANI (see GO-EIP-111 Telephone Directory item (1) for phone numbers).
- _____ 4.0 Contact SCS Insurance Department (see GO-EIP-111 Telephone Directory item (7) for phone numbers).
- _____ 5.0 Contact Upper Management as necessary (see GO-EIP-111 Telephone Directory item (23) for phone numbers).
- _____ 6.0 Continue to monitor situation as necessary.
- _____ 7.0 Contact all previously contacted personnel and agencies when situation returned to normal.

TAB H

OIL SPILLS AND RELEASE OF HAZARDOUS SUBSTANCE

- _____ 1.0 Verify the ED has contacted Southern Nuclear Environmental Services (see GO-EIP-111 Telephone Directory item (12) for phone numbers).
- _____ 2.0 Consider contacting SNC Corporate Communications (see GO-EIP-111 Telephone Directory item (32) for phone number) and the APC PIEC (see GO-EIP-111 Telephone Directory item (25) for phone number) to advise of situation.
- _____ 3.0 Consider contacting Upper Management (see GO-EIP-111 Telephone Directory item (23) for phone number).
- _____ 4.0 Continue to monitor situation as necessary.
- _____ 5.0 Contact all previously contacted personnel when situation is returned to normal.

Appendix 1

CORPORATE NOTIFICATION

ASD ACTIONS

____ 1.0 Fill out information form below as provided by ESM or EC:

DATE/TIME _____ / _____

ESM/EC _____ / _____

RM/ED _____ / _____

Emergency Classification _____ Time Declared _____

Description/Comments _____

Notifications: (For ASD to make)

- 1) _____
- 2) _____
- 3) _____
- 4) _____

____ 2.0 Determine from ESM or EC desired level of activation. Proceed to the indicated step based on level of activation.

(Check One)

**CEOC ACTIVATION and ECO FULLY ACTIVATION
(Perform Step 3.0)**

**CEOC ACTIVATION and ECO PARTIAL ACTIVATION
(Perform Step 4.0)**

**CEOC STANDBY ACTIVATION and ECO STANDBY ACTIVATION
(Perform Step 5.0)**

**CEOC STANDBY ACTIVATION and ECO PARTIAL STANDBY ACTIVATION
(Perform Step 6.0)**

APPENDIX 1 (Cont.)

3.0 CEOC ACTIVATION and ECO FULL ACTIVATION

- 3.1 Activation (see GO-EIP-111 Telephone Directory item (39) for phone/pager numbers).
- _____ 3.1.1 Contact the on-call ELSD and have the ELSD report to the CEOC.
 - _____ 3.1.2 Contact an ASD assistant (if possible) to go to the CEOC.
 - _____ 3.1.3 Contact an off-duty EC (if possible) to go to the CEOC as the EC assistant.
 - _____ 3.1.4 Contact the on-call SNC Corporate Communications Representative (see GO-EIP-111 Telephone Directory item (32) for phone numbers) and request the representative come to the CEOC to perform the actions of the PIEOC.
 - _____ 3.1.5 Contact the following from the Non-Pre-designated Staff (see GO-EIP-111 Telephone Directory item (39) for phone/pager numbers).
 - _____ a. An engineer to proceed to the CEOC as the ELSD assistant.
 - _____ b. An individual knowledgeable in plant systems to proceed to the CEOC and assist the PIEOC in the preparation of press releases.
 - _____ c. An individual to proceed to the CEOC as an Administrative Assistant for updating of CEOC Emergency Status Boards, staffing the ENN, etc., if not already done.
 - _____ 3.1.6 When staff notifications are complete go to the CEOC and obtain update from EC.
- 3.2 Implement GO-EIP-123, "Reference Guidance for the ASD."
- 3.3 Deactivation
- _____ 3.3.1 Deactivate the CEOC at the direction of the ESM or EC. Prior to CEOC deactivation and at the direction of the EC, update all previously notified departments, personnel, and outside agencies.
 - _____ 3.3.2 When CEOC activities are complete, contact Nuclear Maintenance Support to re-inventory per GO-EIP-131 any CEOC file cabinets with broken seals.
 - _____ 3.3.3 Collect all records of activities (e.g., logs, telecopies, drawings, etc.), and assemble in a package.
 - _____ 3.3.4 Obtain EC or ESM concurrence of the completeness of the records.
 - _____ 3.3.5 Send to the Emergency Planning Coordinator for review and transmittal to document control.

APPENDIX 1 (Cont.)

4.0 CEOC ACTIVATION and ECO PARTIAL ACTIVATION

- _____ 4.1 If the ESM or EC has determined that the NS staff should report to the CEOC, notify the CEOC staff (see GO-EIP-111 Telephone Directory item (39) for phone/pager numbers).
 - _____ 4.1.1 Contact the on-call ELSD and have the ELSD report to the CEOC.
 - _____ 4.1.2 Contact an ASD assistant (if possible) to go to the CEOC.
 - _____ 4.1.3 Contact an off-duty EC (if possible) to go to the CEOC as the EC assistant.
 - _____ 4.1.4 Contact the on-call SNC Corporate Communications Representative (see GO-EIP-111 Telephone Directory item (32) for phone numbers) and verify the representative is aware that the PIEOC is on standby activation.
 - _____ 4.1.5 Contact the following from the Non-Pre-designated Staff (see GO-EIP-111 Telephone item (39) for phone numbers).
 - _____ a. An engineer to proceed to the CEOC as the ELSD assistant.
 - _____ b. An individual knowledgeable in plant systems to proceed to the CEOC and assist the PIEOC in the preparation of press releases.
 - _____ c. An individual to proceed to the CEOC as an Administrative Assistant for updating of CEOC Emergency Status Boards, staffing the ENN, etc., if not already done.
- _____ 4.2 When staff notifications are complete go to the CEOC.
- _____ 4.3 Perform actions as directed by the ESM or EC.
- _____ 4.4 Implement GO-EIP-123, "Reference Guidance for the ASD".
- _____ 4.5 Deactivate the CEOC at the direction of the ESM or EC. Prior to CEOC deactivation and at the direction of the EC, update all previously notified departments, personnel, and outside agencies.
- _____ 4.6 When CEOC activities are complete, contact Nuclear Maintenance Support to re-inventory per GO-EIP-131 any CEOC file cabinets with broken seals.
 - _____ 4.6.1 Collect all records of activities (e.g., logs, telecopies, drawings, etc.), and assemble in a package.
 - _____ 4.6.2 Obtain EC or ESM concurrence of the completeness of the records
 - _____ 4.6.3 Send to the Emergency Planning Coordinator.

APPENDIX 1 (Cont.)

5.0 CEOC STANDBY ACTIVATION and ECO STANDBY ACTIVATION

- _____ 5.1 If the ESM or EC has determined that the NS staff should be placed on STANDBY; notify the staff. (see GO-EIP-111 Telephone Directory item (39) for phone/pager numbers).
- _____ 5.2 Perform any actions as directed. Maintain contact with the EC in case additional actions are required.
- _____ 5.3 If the CEOC and ECO staff are to be taken off of STANDBY due to a more normal situation, at the direction of the EC, contact all NS staff members, company departments and off-site agencies previously contacted and take them off STANDBY.
- _____ 5.4 Notify the EC that the CEOC, ECO, and all other personnel or agencies previously contacted have been taken off STANDBY.
- _____ 5.5 Collect all records of activities (e.g., logs, telecopies, drawings, etc.), assemble in a package, and
 - _____ 5.5.1 Obtain EC or ESM concurrence of the completeness of the records.
 - _____ 5.5.2 Send to the Emergency Planning Coordinator.

APPENDIX 1 (Cont.)

6.0 CEOC STANDBY ACTIVATION and ECO PARTIAL STANDBY ACTIVATION

- _____ 6.1 If the ESM or EC has determined that some of the CEOC or NS staff should be notified of the emergency for information purposes or placed on PARTIAL STANDBY; then notify those personnel (see GO-EIP-111 Telephone Directory item (39) for phone numbers).
- _____ 6.2 Perform any actions as directed. Maintain contact with the EC in case additional actions are required.
- _____ 6.3 If the CEOC and ECO staff are to be taken off of Partial STANDBY due to a more normal situation, at the direction of the EC, contact all NS staff members, company departments and off-site agencies previously contacted and take them off STANDBY.
- _____ 6.4 Notify the EC that the CEOC, ECO, and all other personnel or agencies previously contacted have been taken off STANDBY.
- _____ 6.5 Collect all records of activities (e.g., logs, telecopies, drawings, etc.), assemble in a package, and
 - _____ 6.5.1 Obtain EC or ESM concurrence of the completeness of the records.
 - _____ 6.5.2 Send to the Emergency Planning Coordinator.

APPENDIX 1, TABLE 1

NUCLEAR SUPPORT NOTIFICATIONS

- _____ 1.0 If staff recall notification is not to be made by FNP and notification of on-call staff is necessary, then individually page personnel needed per the on call roster or per this appendix.
- _____ 2.0 If staff recall notification of on-call staff was made by FNP then perform the following:
 - _____ 2.1 Upon arrival at the CEOC obtain the CAN response printout from the CEOC emergency telecopier.
 - _____ 2.2 Verify that at least one ESM, EC, ASD, and ELSD has responded that they are reporting to the CEOC.
 - _____ 2.3 Contact additional Nuclear Support personnel, as needed (see GO-EIP-111 Telephone Directory item (39) for phone numbers).

APPENDIX 2

CEOC ACTIVATION/OPERATION GUIDELINE
(EC Actions)

ACTIVATION

- _____ 1.0 Verify CEOC work stations, communications, supplies, and status boards setup per GO-EIP-111, Figure 1.
- _____ 2.0 Verify that necessary personnel to provide support have arrived in the CEOC and have logged in by signing the Personnel Roster (GO-EIP-111, Figure 2).
- _____ 3.0 Verify that CEOC has established a communications link with the TSC and EOF (if actuated).
- _____ 4.0 Assign individuals to maintain appropriate status boards and to operate emergency communication equipment.
- _____ 5.0* Evaluate readiness of the CEOC.
- _____ 6.0* Declare the CEOC operational.
- _____ 7.0 Notify the following that the CEOC is operational.

- _____ ESM
- _____ ED
- _____ RM

* Should be performed by EC

OPERATION

- _____ 1.0 After activation, the EC is responsible for insuring the following personnel and their specific job functions are represented in the CEOC, unless otherwise indicated by the ESM. The CEOC will be maintained operational until deactivated by the ESM..
 - a) Emergency Coordinator
 - b) Administrative Support Director
 - c) Engineering and Licensing Support Director
 - d) PIEOC Coordinator
- _____ 2.0 Each CEOC Coordinator and Director should utilize the appropriate procedures and maintain a log of information, actions, events, and staffing as appropriate for their job function.
- _____ 3.0 Individuals from the Corporate Emergency Staff should maintain current the plant emergency status boards and/or data sheets, as appropriate.
- _____ 4.0 All personnel assigned to the CEOC shall be responsible for ensuring that adequate and complete briefings are accomplished prior to being relieved.
- _____ 5.0 Make arrangements for shift relief using the following table: (Note: Use FNP-EIP-8.1 Notification Roster if requested to organize shift relief for the FNP crews).

APPENDIX 2 (Cont.)

1st Shift Relief

Position	Replacement	Estimated Arrival Time
News Media Spokesperson:		
Emergency Coordinator:		
Emergency Support Manager:		
Engineering and Licensing Support Director:		
Admin Support Director:		
Non-Predesignated Staff:		
Non-Predesignated Staff:		

2nd Shift Relief

Position	Replacement	Estimated Arrival Time
News Media Spokesperson:		
Emergency Coordinator:		
Emergency Support Manager:		
Engineering and Licensing Support Director:		
Admin Support Director:		
Non-Predesignated Staff		
Non-Predesignated Staff:		

APPENDIX 3

OFFSITE NOTIFICATIONS

NOTE: Re-evaluate necessary notifications as emergency classifications change.

___ 1.0 Notify as shown below based on emergency classification: write name of person contacted and date/time in box when contacted.

NOTE: The number in parenthesis corresponds to the item number listed in the GO-EIP-111 Telephone Directory.

	Gen. Emerg.	SAE	ALERT	NOUE
___(1) ANI/ MAELU	X	X	X	#
___(2) INPO	X	X	X	#
___(3) APC Headland Office	X	X	X	#
___(4) Corporate Security	X	X	X	#
___(5) Westinghouse	X	X	#	#
___(6) Bechtel	X	X	#	#
___(7) SCS Risk Mgmt.	X	#	#	#

X - as soon as possible
- as needed

_____2.0 Contact the following as needed:

- (8) SNC Engineering
 Name _____ Date/Time _____
- (9) Enterprise Rental Car
 Name _____ Date/Time _____
- (10) APC Automotive (fleet cars)
 Name _____ Date/Time _____
- (11) Plant Services (cash advance)
 Name _____ Date/Time _____
- (12) Environmental Services
 Name _____ Date/Time _____
- (13) Support Services (Corp. Hdqrs Switchboard)
 Name _____ Date/Time _____
- (14) APC Corp. Hdqrs Switchboard
 Name _____ Date/Time _____
- (15) APC Legal Department
 Name _____ Date/Time _____
- (16) SNC Materials Services
 Name _____ Date/Time _____
- (17) UAB RCTF
 Name _____ Date/Time _____
- (18) American Medical Response Ambulance Service (formerly Careline of Alabama)
 Name _____ Date/Time _____
- (19) Medical Support
 Name _____ Date/Time _____
- (20) Safety & Health
 Name _____ Date/Time _____
- (21) Savannah River Ops
 Name _____ Date/Time _____
- (22) Network Operations Center
 Name _____ Date/Time _____
- (23) Upper Management
 Name _____ Date/Time _____

APPENDIX 3 (Cont.)

- (24) Southeast Division
Name _____ Date/Time _____
- (25) Public Information Emergency Coordinator (PIEC)
Name _____ Date/Time _____
- (26) Dothan Airport Car Rentals
Name _____ Date/Time _____
- (27) Commercial Reservations
Name _____ Date/Time _____
- (28) Telecommunications/Computer Problems
Name _____ Date/Time _____
- (29) SNC Operator
Name _____ Date/Time _____
- (30) Operations and Planning Services
Name _____ Date/Time _____
- (31) Communications Bridges
Name _____ Date/Time _____
Password _____
- (32) SNC Corporate Communications On-Call Representatives
Name _____ Date/Time _____
- (33) SNC Document Management
Name _____ Date/Time _____
- (34) SNC Technical
Name _____ Date/Time _____
- (35) Houston County Emergency Management Agency (NMC Setup)
Name _____ Date/Time _____
- (36) Southeast Division Power Delivery
Name _____ Date/Time _____
- (37) Aircraft Expeditors
Name _____ Date/Time _____
- (38) NMC Spokespersons
Name _____ Date/Time _____
- (39) Nuclear Support Staff
Name _____ Date/Time _____
Name _____ Date/Time _____
Name _____ Date/Time _____
Name _____ Date/Time _____
Name _____ Date/Time _____

APPENDIX 4

TECHNICAL SPOKESPERSON GUIDANCE

1.0 Fill in Representatives as appropriate:

APC/SNC Representatives:

NMC Spokesperson

PID

NMC Coordinator

State Representatives:

AEMA

GEMA

GA DNR

AL. Div. Radiation Control

FLA DEM

FLA HRS

Federal Representatives:

NRC

FEMA

County Representatives:

HCEMA

ECEMA

2.0 Notify EOF Recovery Manager of upcoming press conference and obtain information as necessary using step 4.0 below for guidance.

3.0 Confer with the PID and NMC Coordinator concerning the following in preparation for upcoming press conference/briefing

Previous news releases. (All Sources)

Statements made by government official other than AEMA, GEMA, NRC
(e. g. President, Governor, etc.)

Any print or broadcast coverage by the media which as been identified as
inaccurate and assist in preparing a clarification statement for accuracy.

Any rumors which have been identified as needing to be resolved.

APPENDIX 4 (Cont.)

TECHNICAL SPOKESPERSON GUIDANCE

_____ Any unresolved technical questions from previous press conferences and prepare response.

_____ Need for visuals, graphics or handouts to be used or distributed during press conference/briefing.

4.0 Monitor current status of the following:

_____ Basic sequence of events and the times declared for each.

_____ Emergency Classification _____
Declared at _____
Reason _____

_____ EOF Activated at _____
Functional at _____
Current Status _____

_____ ANS Activation _____
Siren activated at _____
Tone Alert Radios Activated at _____

_____ Current Status _____

Emergency actions ordered by the states (such as precautions, evacuations, KI use, etc.).
(Note: This information to be released only by State EMAs)

- _____ Sheltering recommendations
- _____ Areas evacuated
- _____ Status of evacuation center
- _____ Sampling of produce and milk from area
- _____ Evacuation of schools

5.0 Plant Information (SNC)

- _____ What occurred
- _____ Status of repair efforts
- _____ Status of major plant equipment

APPENDIX 4 (Cont.)

TECHNICAL SPOKESPERSON GUIDANCE

- _____ Status of other unit
- _____ Status of offsite electrical system
- _____ Plant casualties/injuries
- _____ Precautions taken at the plant (such as KI use, etc.)

6.0 Radiation Releases

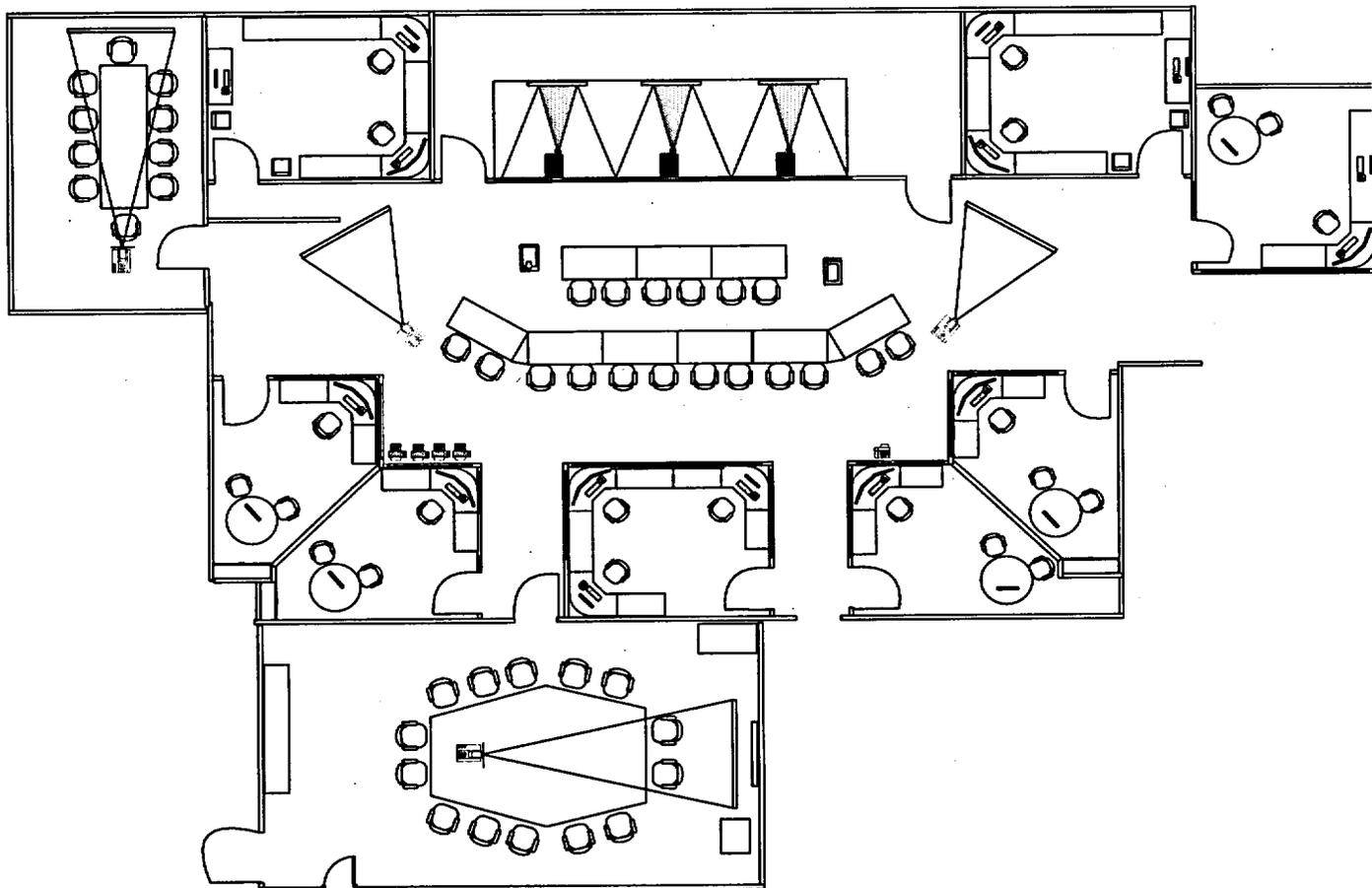
- _____ Source (SNC)
- _____ Amounts (State/SNC RMTs)
- _____ On-site dose rates
- _____ Off-site dose rate confirmation by State & RMTs
- _____ Identify affected areas (State/SNC RMTs)
- _____ Expected duration of the release (SNC)
- _____ Future planned releases (SNC)

COMMON EMERGENCY OPERATIONS CENTER (CEOC) SETUP GUIDELINE

- _____ 1) The following steps should be performed by any support personnel upon arrival at the CEOC
- _____ 2) If necessary, call security (5509) and have BLDG 40, Ground floor lights and air conditioning turned on.
- _____ 3) Setup Personnel Roster and ensure that all personnel sign-in/out.
- _____ 4) Verify telephones, radios, and ENN operational. Refer to FNP-0-EIP-8.3 for guidance.
- _____ 5) Verify telecopiers and clocks operational with date and time synchronized with the plant.

Notes:

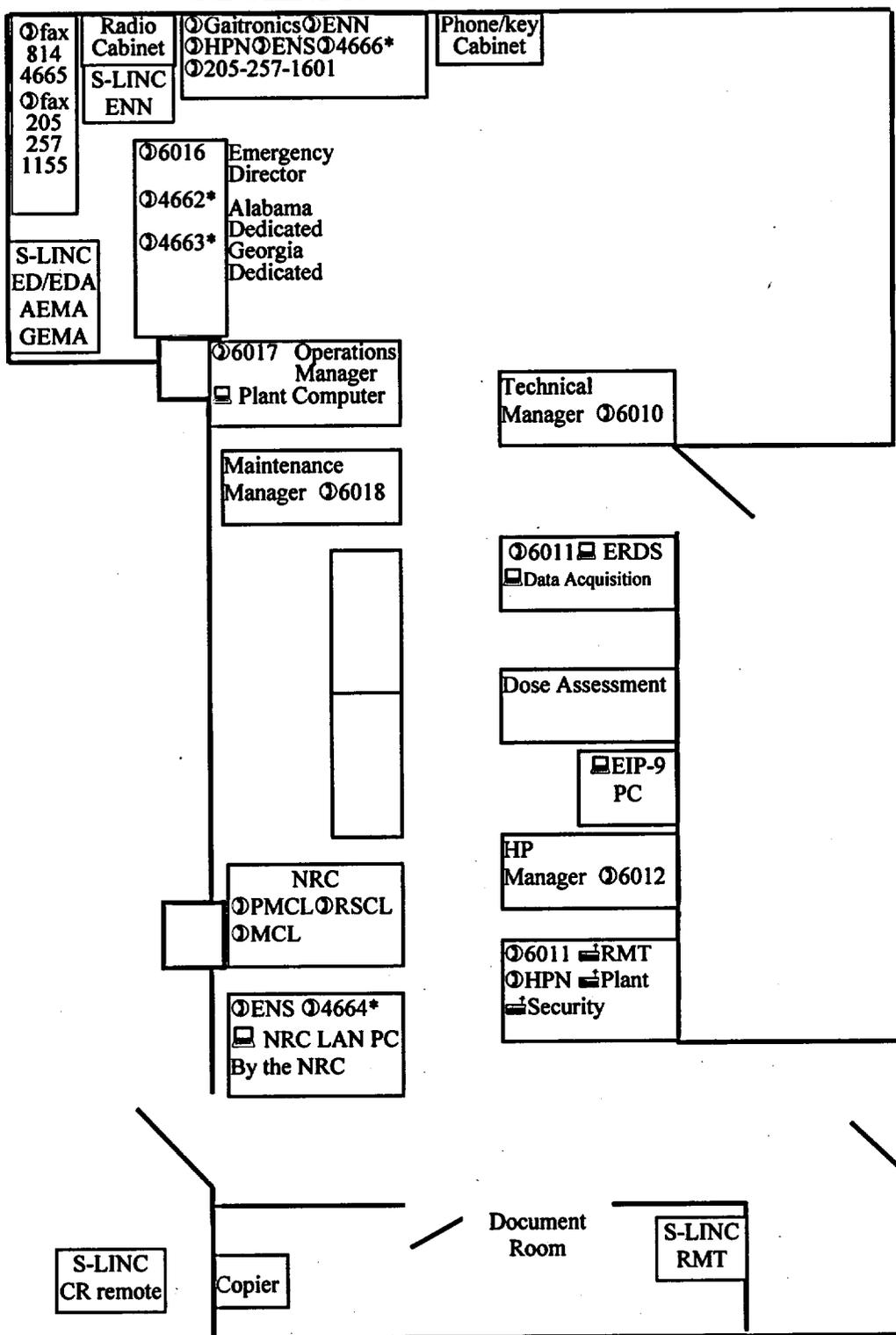
- 1) All CEOC telephone prefixes are 8-992-XXXX or 9-1-205-992-XXXX
- 2) CEOC located in Room 20, BLDG 40, Inverness Center Parkway, Birmingham, Al. 35242



PERSONNEL ROSTER

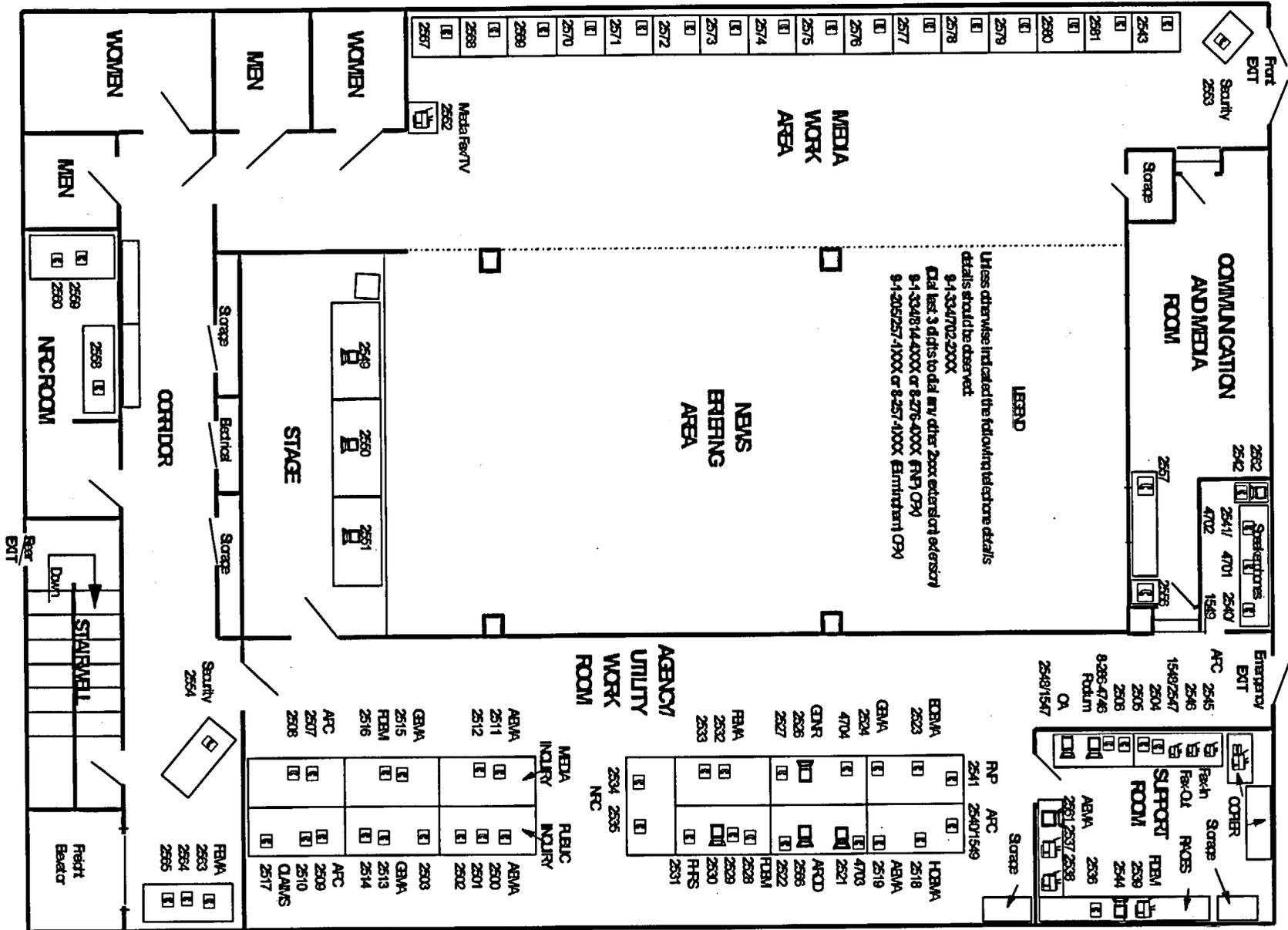
Position	Name	Signature	In		Out	
			Date	Time	Date	Time
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.						
12.						
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16.						
17.						
18.						
19.						
20.						
21.						
22.						
23.						
24.						
25.						

TECHNICAL SUPPORT CENTER



* These extensions are Direct Inward Dial extensions that can be dialed directly from an outside line with prefix 814. Use area code 334 if dialing from outside Ashford. Dial from on site with the 4 digit extension, from other company phones use the 276 prefix.

NEWS MEDIA CENTER (NMC)



ENCLOSURE 3

**Uncontrolled Copy of
GO-EIP-114 (Rev. 23)**

FARLEY NUCLEAR SUPPORT

NEWS RELEASE COORDINATION AND DISTRIBUTION

GO-EIP-114

List of Effective Pages

Page No. Revision

1 - 22 Rev. 23

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1/07/03

Date Issued

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NEWS RELEASE COORDINATION AND DISTRIBUTION**1.0 PURPOSE**

The purpose of this procedure is to provide guidance in the coordination and distribution of news releases in an emergency condition.

2.0 SCOPE

This procedure applies to SNC corporate nuclear support personnel, SNC's Corporate Communications, and APC's Public Relations Department during emergency conditions at Farley Nuclear Plant.

3.0 REFERENCES

3.1 GO-EIP-101

3.2 GO-EIP-102

3.3 FNP Emergency Plan

4.0 GENERAL

4.1 Determination of the need to issue statements or news releases will be made by the on-duty Public Information Director or the APC Vice President - Public Relations or the on-duty Public Information Emergency Coordinator. Information released will be coordinated with the Vice President - Project (Farley) or on-duty Emergency Coordinator/Emergency Support Manager and/or the on-duty Recovery Manager.

4.2 Determination of information separate from news releases to be entered on NUCLEAR NETWORK will be made by the Vice President - Project (Farley) Farley or the on-duty Emergency Coordinator/Emergency Support Manager and/or the on-duty Recovery Manager.

4.3 Southern Nuclear Operating Company's and Alabama Power Company's policy is to inform the news media promptly, fully, and without undue delay concerning events at the Farley Nuclear Plant that might have potential news value to the media, the public, and to SNC/APC employees.

The following are examples of FNP events for which public communication might be made:

4.3.1 Shutdowns resulting from failure of, or damage to, safety-related equipment.

4.3.2 Any unusual and significant discharge of radioactive materials from FNP.

- 4.3.3 Within FNP, any unusual and significant exposure of plant personnel.
 - 4.3.4 Any severe personnel injury or fatality, whether related to nuclear operations or not.
 - 4.3.5 Any accident involving a carrier transporting spent fuel or radioactive waste materials from FNP.
 - 4.3.6 Reporting the effect from flood, earthquake, tornado, drought, or any other natural event in the FNP vicinity that could produce public concern.
 - 4.3.7 Any incident such as fire or explosion causing significant damage at FNP.
 - 4.3.8 Any abnormal event involving environmental concern, such as significant chemical release, whether related to nuclear or not.
- 4.4 When used, written emergency news releases and network releases will normally include the following information as applicable: nature of accident and cause (if known); location of treatment facility and condition of victims; hazards to the public (if any) and their duration; steps being taken to correct the situation and to protect the public; damages (if any) and effect on the Alabama Power system; and likely extent and duration of any outages. Verbal statements to the media will also include as much of the above information as possible.

NOTE: Samples 1 through 10 are provided as sample press releases to aid the writer in basic format. Approval and distribution of news releases will be in accordance with steps 5.1, 5.2, 5.3 or 5.4, as applicable. All releases should be consistently posted at the CEOC, EOF, APC Corporate Headquarters and NMC at plain view locations.

5.0 PROCEDURE

News releases must be approved for technical accuracy at the CEOC and receive final media approval at APC's Corporate Headquarters or News Media Center

5.1 Emergency News Release Procedures Prior News Media Center Activation.

- 5.1.1 At the request of the Emergency Support Manager (ESM)/Emergency Coordinator (EC)/Vice President- Project (Farley)(VP-PF)/or his designee and with the concurrence of the Public Information Director (PID)/Public Information Emergency Coordinator (PIEC)/Corporate Media Coordinator (CMC), the PI EOC Coordinator will prepare a draft news release.

NOTE: Utilize Figure 1 to document the following steps:

- 5.1.2 Prepare a draft based on available information.
- 5.1.3 Submit the draft to the (EC/VP-PF or his designee for technical approval.
- 5.1.4 Following technical approval, submit draft to PID/PIEC/CMC) for final approval.

NOTE: All news releases must be approved by the EC/VP-PF or his designee and PID/PIEC/CMC PRIOR to being issued.

- 5.1.5 Prepare the release for distribution. The Corporate Media Coordinator will assign a news release number and time issued to the approved news release.
- 5.1.6 Notify the following organizations of the release contents (phone numbers and fax numbers are in GO-EIP-118, ECO Telephone Directory, Section 5): NRC, Alabama Emergency Management Agency, Houston County Emergency Management Agency, Georgia Emergency Management Agency, Florida Division of Emergency Management, Early County Emergency Management Agency, Alabama Department of Public Health and Georgia Environmental Protection Division and Florida Department of Health-Division of Radiation Control.

NOTE: News release distribution should proceed immediately following notifications (Step 5.1.5).

- 5.1.7 Distribute the news release in the following order: "Dothan Area Media" first, "Wire Services" second and "Statewide Media" third.
- 5.1.8 Copies of all releases and completed copies of Figure 1 must be retained in Emergency Communication Organization (ECO) records for one year.
- ## 5.2 Emergency News Release Procedures Following News Media Center activation.

- 5.2.1 At the request of the Emergency Coordinator/VP-PF/ESM or Recovery Manager (RM) and with the concurrence of the Public Information Director (PID)/NMC Coordinator, the PI EOC Coordinator will prepare a news release draft.

NOTE: Utilize Figure 2 to document the following steps:

- 5.2.2 Following discussion at the CEOC on the news release, the PI EOC Coordinator should submit a final draft to VP-PF/ESM/EC or RM for technical approval and the PID or his designee for final approval.
- 5.2.3 The NMC Coordinator should contact representatives of the following agencies if present at the News Media Center: Alabama Emergency Management Agency, Houston County Emergency Management Agency, Georgia Emergency Management Agency, Florida Division of Emergency Management, Early County Emergency Management Agency, Alabama Department of Public Health, Florida Department of Health-Division of Radiation Control and Georgia Environmental Protection Division and notify them of impending news release contents. Agencies shall have 15 minutes to review the release and make comments.
- 5.2.4 Relay comments made by agencies on the news release to the PID and CEOC for consideration.
- 5.2.5 Notify CMC Coordinator of impending news release.
- 5.2.6 Notify NRC public information representative of impending news release.
- 5.2.7 Notify NMC Media Relations Representative of impending news release or briefing and instructions to notify media representatives.
- 5.2.8 Prepare release for distribution. The News Media Center Coordinator will assign a news release number and time issued to it.
- 5.2.9 Distribute news release in the following order: media at NMC, utility and agency staff at NMC, CMC. Post final draft.
- 5.2.10 Distribute the news release in the following order: "Dothan Area Media," first, "Wire Services," second, "Statewide Media," third. This is done by the CMC staff.
- 5.2.11 Provide designated company spokesperson or his alternate for briefing the media from the News Media Center.
- 5.2.12 Provide Technical Staff if available for background briefing, if necessary (as approved by PID and technical spokesperson).
- 5.2.13 Provide shuttle for media representatives from News Media Center to the plant site for onsite media coverage as allowed and agreed upon by the appropriate regulatory agencies, the Recovery Manager and the PID.
- 5.2.14 Copies of all releases and completed copies of Figure 2 must be retained in ECO records for one year.

- 5.3 Pre-approved news release procedures. These procedures are the same for both prior to and following the shift of approval responsibility to the NMC.

NOTE: Utilize Figure 3 to document the following steps:

Only News Releases #1, #3, #5, #6, and #8 are pre-approved.

- 5.3.1 The Emergency Support Manager (ESM) / Emergency Coordinator (EC)/Recovery Manager (RM)/VP- Project (Farley) (VP-PF) will contact the Public Information Director (PID)/PI Emergency Coord. (PIEC)/Corporate Media Coord. (CMC)/NMC Coordinator in the event of an emergency. PI will request the necessary information to issue a pre-approved news release. Use the appropriate sample news releases (see attached samples #1, #3, #5, #6 and #8) and fill in the blanks with information obtained from the ESM/EC/RM/VP-PF.

NOTE: Sample "pre-approved" news releases #1, #3, #5, #6, #8 are provided to aid the writer. The blanks should be completed with information obtained through discussion with the ESM/EC/RM/VP-PF. No other modifications that could result in a change in the technical accuracy of the release can be made. If changes are made, technical approval MUST be obtained.

- 5.3.2 The CMC Coordinator or NMC Coordinator (depending on where approval authority is located) will assign a news release number and time issued to the approved news release.

NOTE: News release distribution (Step 5.3.4) should proceed in parallel with notifications (Step 5.3.3).

- 5.3.3 Notify the following organizations of the release contents (phone numbers & fax numbers are in GO-EIP-118, ECO Telephone Directory, Section 5): NRC, Alabama Emergency Management Agency, Alabama Department of Public Health, Houston County Emergency Management Agency, Georgia Emergency Management Agency, Georgia Department of Natural Resources, Early County Emergency Management Agency, Florida Division of Emergency Management and Florida Department of Health - Division of Radiation Control

- 5.3.4 Distribute the release in the following order: "Dothan Area Media" first, "Wire Services" second and "Statewide Media" third. This is done from the CMC, regardless of where approval authority is located.

- 5.3.5 Copies of all releases and completed copies of Figure 3 must be retained in Emergency Communication Organization (ECO) records for one year.

5.4 Release of Information to other Industry Organizations via NUCLEAR NETWORK

- 5.4.1 At the direction of the VP-PF/ /ESM/EC/ or RM, the Engineering and Licensing Support Director (ELSD) and the PI EOC Coordinator will prepare a draft for NUCLEAR NETWORK release.**

NOTE: Utilize Figure 4 to document the following steps:

- 5.4.2 The ELSD will submit draft to EC/ESM/VP-PF or RM for final approval.**
- 5.4.3 The PI EOC Coordinator will notify the Public Information Director of impending NUCLEAR NETWORK entry (PID to notify the NRC public information representative of impending NETWORK entry).**
- 5.4.4 The Administrative Support Director (ASD) will telecopy the NUCLEAR NETWORK entry to INPO including with the entry a completed copy of the GO-EIP-114, Figure 4 and request that INPO place the entry on to the Nuclear Network.**

Additional information concerning the NUCLEAR NETWORK may be found on-line.

DATE _____ DRAFT NO. _____ NEWS RELEASE NUMBER _____

(Approval Form Prior to NMC Activation)

Approval (must be obtained before news release issued) **Initials/Time**

Emergency Coordinator or Emergency Support Manager or
Vice President- Project (Farley) or Recovery Manager (Circle title) _____ / _____

Public Info. Director or PI Emergency Coordinator or
Corporate Media Coordinator (circle title) _____ / _____

Notification – Via Fax (by CMC Coordinator) **Notified by/Time**

NRC Public Information Office* _____ / _____

Alabama Emergency Management Agency* _____ / _____

Alabama Department of Public Health* _____ / _____

Houston County Emergency Management Agency* _____ / _____

Georgia Emergency Management Agency* _____ / _____

Georgia Environmental Protection Division* _____ / _____

Early County Emergency Management Agency* _____ / _____

Florida Division of Emergency Management* _____ / _____

Florida Department of Health-Division of Radiation Control * _____ / _____

News Release Distribution **Initials/Time**

Dothan Area Media _____ / _____

Wire Services _____ / _____

Statewide Media _____ / _____

NRC Regional Office _____ / _____

NRC Headquarters _____ / _____

Corporate Media Relations Staff _____ / _____

Public Inquiry _____ / _____

Customer Service Centers _____ / _____

Employee Communication / Powerlines _____ / _____

Claims Response _____ / _____

Financial Response Officer _____ / _____

Political Liaisons _____ / _____

Corporate Media Monitoring Staff _____ / _____

EOF _____ / _____

EOC _____ / _____

NMC _____ / _____

TSC _____ / _____

Post Final News Release _____ / _____

Other: _____ / _____

* News release distribution should proceed immediately following notifications.

DATE _____ DRAFT NO. _____ NEWS RELEASE NUMBER _____

(Approval Form Following NMC Activation)

<u>Approval</u> (must be obtained before news release issued)	<u>Initials/Time</u>
EC or ESM or VP-PF or RM (circle title)	_____ / _____
PID or NMCC (circle title)	_____ / _____

<u>Notification</u> (by NMC Coord.)	<u>Notified by/Time</u>
NRC Public Information Office*	_____ / _____
Alabama Emergency Management Agency*	_____ / _____
Alabama Department of Public Health*	_____ / _____
Houston County Emergency Management Agency*	_____ / _____
Georgia Emergency Management Agency*	_____ / _____
Georgia Environmental Protection Division*	_____ / _____
Early County Emergency Management Agency*	_____ / _____
Florida Division of Emergency Management*	_____ / _____
Florida Department of Health-Division of Radiation Control *	_____ / _____

<u>Agency Comments</u>	<u>Initials/Time</u>
Agency comments Evaluated by PID and RM or EC, ESM, or VP-PF	_____ / _____

<u>NEWS RELEASE DISTRIBUTION (from NMC)</u>	<u>Initials/Time</u>
Utility & Agency Staff at NMC	_____ / _____
Media at NMC	_____ / _____
CMC	_____ / _____
Post Final News Release	_____ / _____

<u>News Release Distribution (from Corporate)</u>	<u>Initials/Time</u>
Dothan area media	_____ / _____
Wire services	_____ / _____
Statewide media	_____ / _____
NRC Regional Office	_____ / _____
NRC Headquarters	_____ / _____
Customer Service Centers	_____ / _____
Corporate Media Relations Staff	_____ / _____
Public Inquiry	_____ / _____
Claims Response	_____ / _____
Employee Communication / Powerlines	_____ / _____
Financial Response Officer	_____ / _____
Political Liaisons	_____ / _____
Corporate Media Monitoring Staff	_____ / _____
EOF	_____ / _____
EOC	_____ / _____
TSC	_____ / _____
Post Final News Release	_____ / _____
Other: _____	_____ / _____

*If present at NMC

DATE _____ DRAFT NO. _____ NEWS RELEASE NUMBER _____

(Distribution Form for Pre-Approved Emergency News Release)

(No Approval Is Needed For Pre-Approved News Releases)

Notification (by Corp. Media Coord. if NMC is not activated)

NRC Public Information Office

Alabama Emergency Management Agency

Alabama Department of Public Health

Houston County Emergency Management Agency

Georgia Emergency Management Agency

Georgia Department of Natural Resources

Early County Emergency Management Agency

Florida Division of Emergency Management

Florida Department of Health-Division of Radiation Control

Notified by/Time

_____/_____
/

_____/_____
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_____/_____
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_____/_____
/

_____/_____
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_____/_____
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_____/_____
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_____/_____
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_____/_____
/

News Release Distribution (from NMC if activated)

Utility & Agency staff at NMC

Media at NMC

CMC

Post Final Release

Other: _____

Initials/Time

_____/_____
/

_____/_____
/

_____/_____
/

_____/_____
/

News Release Distribution (from Corporate regardless of where approval authority is located)

Dothan Area Media

Wire Services

Statewide Media

NRC Regional Office

NRC Headquarters

Corporate Media Relations Staff

Public Inquiry

Customer Service Centers

Claims Response

Employee Communication / Powerlines

Financial Response Officer

Political Liaison

Corporate Media Monitoring Staff

EOF

EOC

TSC

NMC (unless NMC issued release)

Post News Release

Other: _____

Initials/Time

_____/_____
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EMERGENCY NUCLEAR NETWORK ENTRY

(Separate From News Releases)

(For Use by ASD and ELSD at the EOC)

Approval

Emergency Coordinator or Emergency Support Manager or
VP- Project (Farley) or Recovery Manager

Initials:

Notification

Public Information Director

Notified By:

Distributions

INPO Distribution on NUCLEAR NETWORK Entry # _____

Date/Time

Sample # 1--“Pre-Approved”

(Date) _____
(Time released) _____ (am/pm Central)
News Release # _____

CONTACT: NAME (Corporate Media Coord. or NMC Coord.)
(205) 257-3575 (Prior to NMC Activation)
(334) 702-2508 (Following NMC Activation)

Dothan - An “unusual event” was declared at Farley Nuclear Plant, at approximately _____ (a.m./p.m.) central today due to an event affecting Unit(s) ____ (1, 2, or 1 & 2). This is the least serious of four categories of emergencies designated by the Nuclear Regulatory Commission. An unusual event means that something that is not consistent with normal operation has happened which could mean a slight reduction in plant safety.

There is no danger to the public and there is no radioactive release to the atmosphere. Company, local, state and federal officials have been notified of the situation.

More information will be provided as soon as it becomes available.

Farley Nuclear Plant is owned by Alabama Power Company and is operated by Southern Nuclear Operating Company.

Sample # 2

(Date) _____
(Time released) _____ (am/pm Central)
News Release # _____

CONTACT: NAME (Corporate Media Coord. or NMC Coord.)
(205) 257-3575 (Prior to NMC Activation)
(334) 702-2508 (Following NMC Activation)

Dothan - An "unusual event" was declared at Farley Nuclear Plant, at approximately _____ (a.m./p.m.) central today due to an event affecting Unit(s) ____ (1, 2, or 1 & 2). This is the least serious of four categories of emergencies designated by the Nuclear Regulatory Commission. An unusual event means that something that is not consistent with normal operation has happened which could mean a slight reduction in plant safety.

There is no danger to the public and there is no radioactive release to the atmosphere.

(Explain Malfunction) _____

(Add information about what actions are being taken by plant personnel to correct the malfunction.) _____

There are no power outages due to this and no plant personnel are in danger. All plant safety systems are operating normally. Unit _____ (other unit) continues normal operation.

Company, local, state and federal officials have been notified of the situation.

Farley Nuclear Plant is owned by Alabama Power Company and is operated by Southern Nuclear Operating Company.

Sample # 3--“Pre-Approved”

(Date) _____
(Time released) _____ (am/pm Central)
News Release # _____

CONTACT: NAME (Corporate Media Coord. or NMC Coord.)
(205) 257-3575 (Prior to NMC Activation)
(334) 702-2508 (Following NMC Activation)

Dothan - An “alert” was declared at Farley Nuclear Plant, at approximately _____
(a.m./p.m.) central today due to an event affecting Unit(s) ____ (1, 2, or 1 & 2).

This category of emergency means there has been a decline or potential decline in the safety of the plant. An alert gets emergency workers ready if the event becomes more serious. There is no danger to the public. An “alert” is the second of four categories of emergencies designated by the Nuclear Regulatory Commission, with the fourth being the most severe.

Appropriate local, state and federal agencies are being kept informed of the situation.

More information will be provided as soon as it becomes available.

Farley Nuclear Plant is owned by Alabama Power Company and is operated by Southern Nuclear Operating Company.

Sample # 4

(Date) _____
(Time released) _____ (am/pm Central)
News Release # _____

CONTACT: NAME (Corporate Media Coord. or NMC Coord.)
(205) 257-3575 (Prior to NMC Activation)
(334) 702-2508 (Following NMC Activation)

Dothan - An "Alert" was declared at Farley Nuclear Plant, at approximately _____
(am/pm) central today due to an event affecting Unit(s) _____ (1, 2, or 1 & 2). This
category of emergency means there has been a decline or potential decline in the safety of the
plant. An alert gets emergency workers ready if the event becomes more serious. There is no
danger to the public. An "alert" is the second of four categories of emergencies designated by
the Nuclear Regulatory Commission, with the fourth being the most severe.

The event (Explain Malfunction) _____

(Add information about what actions are being taken by plant personnel to correct
the malfunction.) _____

Unit _____ (same unit) (was manually shut down/shut down automatically) and
stopped generating electricity at _____ (time) (am/pm central) when the malfunction began.

Unit _____ (other unit) continues to operate normally.

There have been no injuries.

Appropriate local, state and federal agencies are being kept informed of the situation.

Farley Nuclear Plant is owned by Alabama Power Company and is operated by
Southern Nuclear Operating Company.

Sample #5 -- "PRE-APPROVED"

—FOR MEDIA INFORMATION ONLY—

—NOT FOR PUBLIC BROADCAST OR PUBLICATION—

(Date) _____
(Time released) _____ (am/pm Central)
News Release # _____

CONTACT: NAME (NMC Coord.)
(334) 702-2508 (Following NMC Activation)

News Media Center Opens In Dothan

DOTHAN -- To assist news media representatives in obtaining information about the emergency declared earlier today at Farley Nuclear Plant, a news media center has been opened. The news media center is located at 179 North Foster Street in the Juvenile Court Services Building.

Farley Nuclear Plant will distribute all public information about the emergency from the News Media Center. News conferences will be held periodically at the center. Reporters may contact media relations reps at the News Media Center by calling (334) 702-2508.

Reporters can obtain an audio recording of current information about the emergency by calling (205) 257-2655. These numbers are not for publication or broadcast.

—FOR MEDIA INFORMATION ONLY—

—NOT FOR PUBLIC BROADCAST OR PUBLICATION---

Sample #6 -- "PRE-APPROVED"

(Date) _____
(Time released) _____ (am/pm Central)
News Release # _____

CONTACT: NAME (Corporate Media Coord. or NMC Coord.)
(205) 257-3575 (Prior to NMC Activation)
(334) 702-2508 (Following NMC Activation)

Dothan - A "site area emergency" was declared at Farley Nuclear Plant, at approximately _____ (a.m./p.m.) central today due to an event affecting Unit(s) _____ (1, 2, or 1 & 2).

This category of emergency means there (is/has been) a problem with plant equipment necessary for maintaining the highest level of safety. A site area emergency is the third of four categories of emergencies designated by the Nuclear Regulatory Commission, with the fourth being the most severe.

Appropriate local, state and federal agencies are being kept informed of the situation.

Residents in the area of the plant should stay tuned to their local news media for further information. Residents may also call 1 (800) 367-4020 for further information.

More information will be provided as soon as it becomes available.

Farley Nuclear Plant is owned by Alabama Power Company and is operated by Southern Nuclear Operating Company.

Sample #7

(Date) _____

(Time released) _____ (am/pm Central)

News Release # _____

CONTACT: NAME (Corporate Media Coord. or NMC Coord.)
(205) 257-3575 (Prior to NMC Activation)
(334) 702-2508 (Following NMC Activation)

Dothan - A "site area emergency" was declared at Farley Nuclear Plant, at
approximately (a.m./p.m.) central today due to an event affecting Unit(s) ____ (1, 2, or 1 & 2).

The event (Explain Malfunction) _____

This category of emergency means there **(is/has been)** a problem with plant equipment necessary for maintaining the highest level of safety. A site area emergency is the third of four categories of emergencies designated by the Nuclear Regulatory Commission, with the fourth being the most severe.

(Any release of radiation into the atmosphere?) _____

There is no danger to the public at this time. **(All plant personnel not needed to handle the emergency have gathered in designated assembly areas on the plant site. There have been no injuries.)**

Appropriate local, state and federal agencies are being kept informed of the situation.

Efforts are continuing to isolate and correct the problem. **(All other plant safety systems are operating normally.)** Company officials are seeking to determine the cause of the **(malfunction)** _____

Unit _____ **(same unit) (was manually shut down/shut down automatically)** and stopped generating electricity at _____ **(am/pm)** central. Unit _____ **(other unit)** continues to operate normally.

Residents in the area of the plant are being kept informed of the situation by their local news media. Residents may call 1 (800) 367-4020 for further information.

Farley Nuclear Plant is owned by Alabama Power Company and is operated by Southern Nuclear Operating Company.

Sample #8 -- "PRE-APPROVED"

(Date) _____
(Time released) _____ (am/pm Central)
News Release # _____

CONTACT: NAME (Corporate Media Coord. or NMC Coord.)
(205) 257-3575 (Prior to NMC Activation)
(334) 702-2508 (Following NMC Activation)

Dothan - A "general emergency" was declared at Farley Nuclear Plant, at approximately _____ (a.m./p.m.) central today due to an event affecting Unit(s) ____ (1, 2, or 1 & 2).

A general emergency is the most severe category of emergencies designated by the Nuclear Regulatory Commission.

Local, state and federal officials are being kept apprised of the situation so they may issue instructions for protective measures to the public. Residents in the area near the plant should stay tuned to their local news media for information. Residents in the area of the plant may call 1 (800) 367-4020 for further information.

More information will be provided as soon as it becomes available.

Farley Nuclear Plant is owned by Alabama Power Company and is operated by Southern Nuclear Operating Company.

Sample #9

(Date) _____
(Time released) _____ (am/pm Central)
News Release # _____

CONTACT: NAME (Corporate Media Coord. or NMC Coord.)
(205) 257-3575 (Prior to NMC Activation)
(334) 702-2508 (Following NMC Activation)

Dothan - A "general emergency" was declared at Farley Nuclear Plant, at approximately _____ (a.m./p.m.) central today due to an event affecting Unit(s) _____ (1, 2, or 1 & 2).

(Explain Malfunction) _____

which began earlier today when _____

A general emergency is the most severe category of emergencies designated by the Nuclear Regulatory Commission.

Releases of radiation to the atmosphere (are/are not) occurring. Plant Officials have dispatched radiation monitoring teams to the plant site boundaries to measure radiation levels.

There (have been/have been no) injuries to employees.

Local, state and federal officials are being kept apprised of the situation so they may issue instructions for protective measures to the public. Residents in the area near the plant should stay tuned to their local news media for information.

Residents in the area of the plant may call 1 (800) 367-4020 for further information.

Unit _____ (same unit) (was manually shut down/shut down automatically) and stopped generating electricity at _____ (am/pm) central.

Efforts continue to repair _____ (and to halt the leakage of radiation into the atmosphere).

Unit _____ (other unit) continues to operate normally.

Farley Nuclear Plant is owned by Alabama Power Company and is operated by Southern Nuclear Operating Company.

Sample #10

(Date) _____
(Time released) _____ (am/pm Central)
News Release # _____

CONTACT: NAME (Corporate Media Coord. or NMC Coord.)
(205) 257-3575 (Prior to NMC Activation)
(334) 702-2508 (Following NMC Activation)

The (General Emergency/Site Area Emergency/Alert/NOUE) declared earlier today at Farley Nuclear Plant, Unit _____ was (terminated/changed to a _____) at _____ (am/pm) central following the isolation and repair of (explain malfunction) _____

at Unit _____.

The situation is stable (and improving). There (have been /have been no) injuries.

Unit _____ (same unit) (was manually shut down/shut down automatically) and stopped generating electricity at _____ (am/pm) central.

Unit _____ (other unit) continues its normal operation.

Residents in the area near the plant should stay tuned to their local news media for information about the plant. Residents may also call 1 (800) 367-4020 for further information.

ENCLOSURE 4

**Uncontrolled Copy of
GO-EIP-122 (Rev. 8)**

FARLEY NUCLEAR SUPPORT

**REFERENCE GUIDANCE FOR THE ENGINEERING
AND LICENSING SUPPORT DIRECTOR**

GO-EIP-122

List of Effective Pages

<u>Page No.</u>	<u>Revision</u>
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Approved:

L. M. Stinson
Nuclear Support General Manager

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**REFERENCE GUIDANCE FOR THE
ENGINEERING AND LICENSING SUPPORT DIRECTOR**

1.0 PURPOSE

The purpose of this procedure is to provide information which may aid the Engineering and Licensing Support Director (ELSD) in executing the duties of the ELSD.

2.0 SCOPE

This procedure applies to SNC Corporate personnel who are performing ELSD activities during emergency conditions for FNP. Activities and information listed in this procedure are provided as guidance only.

3.0 REFERENCES

1. FNP Emergency Plan
2. GO-EIP-101
3. GO-EIP-111
4. GO-EIP-114
5. FNP-EIP-8.3
6. FNP-EIP-9.1
7. FNP-EIP-9.3

4.0 RESPONSIBILITIES

The ELSD is responsible for providing, supervising, and coordinating the Offsite engineering and licensing support necessary to assist the site in mitigation and recovery efforts and is responsible for monitoring plant safety status from the CEOC.

5.0 INSTRUCTIONS

5.1 Duties and Responsibilities

The duties and responsibilities of the Engineering and Licensing Support Director are as follows:

- 5.1.1 Coordinate the receipt and assessment of technical information related to plant systems and facility operations, and submit recommendations to the Emergency Coordinator (EC) in the Corporate Emergency Operations Center (CEOC).

- 5.1.2 Assist site as requested in determining or assessing reactor core damage
 - 5.1.3 Provide technical interface to vendors, utility groups, consultants, and technical investigation groups.
 - 5.1.4 Assist in establishing a list of plant equipment/system modifications required to bring the plant to cold shutdown, recovery, and/or startup.
 - 5.1.5 Develop an engineering support plan compatible with the plants mitigation and recovery plans. This plan should include engineering personnel resources.
 - 5.1.6 Coordinate the work performed by Southern Company Services, the architect engineer, the nuclear steam system supplier, and other engineering consultants.
 - 5.1.7 Provide engineering support in developing site recovery procedures.
 - 5.1.8 Coordinate the transmittal of engineering modification/design documents (specifications and drawings) to the site staff, construction, and procurement groups.
 - 5.1.9 Assemble and manage the Nuclear Support (NS) engineering and licensing staff, including engineering support obtained outside the Southern System.
 - 5.1.10 Provide 24-hour-per-day staffing of the ELSD and positions supporting the ELSD function.
 - 5.1.11 Provide periodic briefings as necessary to the NS engineering and licensing staff.
 - 5.1.12 Provide licensing support and monitor plant safety status.
 - 5.1.13 Provide backup dose assessment capability using ARDA or MIDAS should all FNP dose assessment capability be lost.
- 5.2 Action Guidelines
- 5.2.1 Refer to Attachment 1, "Action Guideline For The ELSD".
- 5.3 Training
- 5.3.1 The ELSD will be trained in accordance with GO-EIP-134.

6.0 RECORDS

6.1 QA Records

6.1.1 None

6.2 Non QA Records

6.2.1

Document Generated	Retention Time	FNP Rtype
Executed copies of GO-EIP-122	5 Years	None - Will be maintained

7.0 ATTACHMENTS

Attachment 1 - Action Guideline for the ELSD

Attachment 2 - ELSD Turnover Guideline

Attachment 3 - ELSD Status Board Maintenance Guidance

**ACTION GUIDELINE FOR THE
 ENGINEERING AND LICENSING SUPPORT DIRECTOR**

Date: _____

		<u>Time</u>	<u>Comments</u>
I. Initial Actions			
1.	Report to the CEOC as soon as possible and sign in on the personnel roster.	_____	_____
2.	Assist in verifying the CEOC is setup per GO-EIP-111, Figure 1.	_____	_____
3.	Start or assist in activation of the CEOC as appropriate, per GO-EIP-111, Appendix 2.	_____	_____
4.	Establish and maintain the ELSD LOGBOOK. Record pertinent information concerning engineering and licensing support, actions, events and staffing through out the emergency.	_____	_____
5.	Inform EC that ELSD position functional.	_____	_____
6.	If the EOF is activated, establish communications with the RMA and obtain a current emergency status. If the EOF is not activated communicate with the TSC Maintenance Manager to obtain the plant status. Normal communications should be directed through the RMA, when possible.	_____	_____
7.	Coordinate with the EC to perform notifications per GO-EIP-111, Appendix 3. At a minimum, ensure the Bechtel, SCS, Westinghouse, and SNC Technical Services engineering support organizations are placed on standby per GO-EIP-111, Appendix 3.	_____	_____
8.	If needed, verify that a Radiological Assessment Manager has been contacted and is reporting to the CEOC to perform dose assessment activities.	_____	_____
9.	Activate the Non-Regulatory Emergency Response Data System (ERDS) monitor and printer per FNP-EIP-8.3.	_____	_____

II. Supplemental Actions

Comments

1. **Begin maintaining the ELSD Turnover Guideline (Attachment 2) for use in future relief briefings.**

2. **Respond to requests relating to engineering and licensing services.**

3. **Maintain the CEOC status boards, as appropriate utilizing Attachment 3. Maintain a chronological history of the Emergency Status board.**

4. **Activate other engineering support resources as necessary.**

5. **Coordinate with the ASD and PIEOC to prepare Network News Releases per GO-EIP-123, Attachment 8 and GO-EIP-114, step 5.4.**

6. **Establish a 24-hour-per-day schedule for staffing the ELSD and Support positions.**

7. **Provide periodic status updates to the EC.**

8. **Provide periodic briefings to the Nuclear Support staff, as necessary.**

9. **Ensure that adequate and complete briefings have been accomplished prior to self and/or staff being relieved utilizing the ELSD Turnover Guideline (Attachment 2).**

10. **Ensure that the Radiological Assessment Manager has activated the FNP CEOC ARDA model on the Non-Regulatory ERDS computer per FNP-EIP-9.1. Utilize FNP-EIP-9.1 to perform calculations as directed by the FNP EOF or as desired.**

11. **Ensure that the Radiological Assessment Manager has activated the FNP CEOC MIDAS computer by turning on the computer, monitor, and printer per FNP-EIP-9.3. Utilize FNP-EIP-9.3 to perform calculations as directed by the FNP EOF or as desired.**

ELSD TURNOVER GUIDELINE

Off-Going ELSD _____

On-Coming ELSD _____

Date _____ Time _____

Initials **Review Engineering Support Agency Status.**

<u>Agency</u>	<u>Contact Name</u>	<u>Phone Number</u>	<u>Location</u>
Bechtel	_____	_____	_____
Westinghouse	_____	_____	_____
SNC Technical	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Initials Review status of incomplete requests for engineering support.

Notes: _____

Initials **Review Status of Onsite engineering manpower augmentations.**

Notes: _____

 Initials **On Duty CEOC Engineering & Licensing Support Staff.**

Notes: _____

 Initials **Review status of NETWORK NEWS Releases per GO-EIP-114 and obtain approvals for release per GO-EIP-114, Figure 4.**

Notes: _____

 Initials **Ensure that appropriate Status Boards are current.**

- Radiation Status/Plant Status**
- Technical Problem Status**
- Offsite Protective Action**
- Emergency Status**

Initials Notify Emergency Coordinator of Turnover Completion.

 Initials Notify Engineering Support Organizations (if previously contacted) of turnover completion:

Bechtel

Westinghouse

SNC Technical

Other: _____

ELSD STATUS BOARD MAINTENANCE GUIDANCE

Outlined in this Attachment is guidance for the accomplishment of tasks associated with the Engineering and Licensing area.

1.0 ELSD Status Board Maintenance

1.1 Training and Skills

1.1.1 No special training or skills necessary

1.2 Required Equipment and Materials

1.2.1 Status Boards

- a. Radiation/Plant Status (Figure 1)
- b. Technical Problem Status (Figure 2)
- c. Offsite Protective Actions (Figure 3)
- d. Emergency Status (Figure 4)

1.2.2 WHITE BOARD Markers (DO NOT USE Vis-A-Vis TRANSPARENCY MARKERS)

1.3 Task Description

1.3.1 Information to maintain all status boards current will be provided by a member of the Engineering and Licensing Support Director's staff at appropriate intervals. If possible, the TSC will telecopy the status board information to the ELSD in the CEOC. Non-Regulatory ERDS may be utilized for plant and radiation data, if available. Operation of the non-regulatory ERDS terminal is described in FNP-0-EIP-8.3.

RADIATION

PLANT STATUS

CONTAINMENT	TIME _____	TIME _____	TIME _____
R27A (R/HR)			
R27B (R/HR)			
RCS			
R50-GFFD (CPM)			
EFFLUEN			
WIND SPEED 35' (MPH)			
WIND SPEED 150' (MPH)			
WIND DIRECTION 35' (FROM-DEGREES)			
WIND DIRECTION 150'(FROM-DEGREES)			
DELTA TEMP. 35'-200'(DEGREES F) (CHANNEL 1)			
DELTA TEMP. 35'-200'(DEGREES F) (CHANNEL 2)			
PLANT VENT STACK R14 (CPM)			
R21 (CPM)			
R22 (CPM)			
R29B NG (uCi/m)			
R29B I (uCi/m)			
FLOW (CFM)			
SJAE R15A (CPM)			
R15B (MR/HR)			
R15C (R/HR)			
MS RELIEF R60A (MR/HR)			
R60B (MR/HR)			
R60C (MR/HR)			
AFW EXHAUST R60D (MR/HR)			
MS LINE R70A (GPD)			
R70B (GPD)			
R70C (GPD)			
SOURCE TERM NG (uCi/sec)			
SOURCE TERM I (uCi/sec)			

CONTAINMENT	TIME _____	TIME _____	TIME _____
TEMPERATURE (Degrees F)			
WR PRESSURE (PSIG)			
ECCS SUMP LEVEL (FT)			
HYDROGEN (%)			
RCS			
RX POWER (%)			
LOOP 1 FLOW (%)			
LOOP 2 FLOW (%)			
LOOP 3 FLOW (%)			
SUBCOOLING TRAIN A (Degrees F) (-) Indicates Superheat			
SUBCOOLING TRAIN B (Degrees F) (-) Indicates Superheat			
5TH HOTTEST CETC			
PRESSURIZER LEVEL (%)			
RX VESSEL HEAD LEVEL (%) ABOVE PLENUM			
RX VESSEL PLENUM LEVEL (%) ABOVE CORE			
WR PRESSURE (PSIG)			
WR SG A LEVEL (%)			
WR SG B LEVEL (%)			
WR SG C LEVEL (%)			
ECCS			
RWST LEVEL (FT)			
RHR FLOW TRAIN A (GPM)			
RHR FLOW TRAIN B (GPM)			
HHSI FLOW (FI-940)(GPM)			
HHSI FLOW (FI-943)(GPM)			
SG A AFW FLOW (GPM)			
SG B AFW FLOW (GPM)			
SG C AFW FLOW (GPM)			

ENCLOSURE 5

**Uncontrolled Copy of
GO-EIP-123 (Rev. 9)**

FARLEY NUCLEAR SUPPORT

**REFERENCE GUIDANCE FOR
THE ADMINISTRATIVE SUPPORT DIRECTOR**

GO-EIP-123

List of Effective Pages

<u>Page No.</u>	<u>Revision</u>
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Approved:

L. M. Stinson
Nuclear Support General Manager

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**Reference Guidance for the
Administrative Support Director**

1.0 Purpose

The purpose of this procedure is to provide information which may aid the Administrative Support Director (ASD) in executing the duties of the ASD.

2.0 Scope

This procedure applies to SNC Corporate personnel who are performing ASD activities during emergency conditions for FNP. Activities and information listed in this procedure are provided as guidance only.

3.0 References

3.1 FNP Emergency Plan

3.2 GO-EIP-101

3.3 GO-EIP-111

4.0 Responsibilities

The Administrative Support Director (ASD) is responsible for providing administrative support to the plant and corporate emergency organizations. In addition, the ASD is responsible for obtaining materials, equipment, and personnel from offsite sources as necessary to support the emergency mitigation and recovery.

5.0 Instructions

5.1 Duties and Responsibilities

The duties and responsibilities of the Administrative Support Director are as follows:

5.1.1 As directed by the EC or ESM, ensure proper setup, staffing level, and activation of the Corporate Emergency Operations Center (CEOC) per GO-EIP-111.

5.1.2 Ensure an interface is established with INPO, once the CEOC is activated.

5.1.3 Maintain the On-Duty Supervision status board.

- 5.1.4 Provide assistance to TSC and EOF for locating and ordering equipment and materials as required. Assess and establish a standby list of personnel to provide additional support as required.
- 5.1.5 Locate materials, supplies and equipment needed in the CEOC, as requested.
- 5.1.6 Provide processing of expense accounts, distribute checks and conduct other financial aspects of the emergency organization.
- 5.1.7 Obtain assistance from SNC Administrative Services to communicate as necessary with banks, financial institutions, investors, and insurers regarding the emergency situation.
- 5.1.8 Provide logistics arrangements for support personnel including communications, hardware, transportation, food and lodging.
- 5.1.9 Provide administrative support such as typing, clerical and duplication for the Corporate Emergency Organization.

5.2 Action Guidelines

- 5.2.1 Refer to Attachment 1, "Action Guideline For The ASD".
- 5.2.2 Refer to GO-EIP-111, Appendix 1 when directed by the ESM or EC to deactivate the CEOC.

5.3 Training

- 5.3.1 The ASD will be trained in accordance with GO-EIP-134.

6.0 Records

6.1 QA Records

- 6.1.1 None

6.2 Non QA Records

6.2.1

Document Generated	Retention Time	FNP Rtype
Executed copies of GO-EIP-123	5 Years	None - Will be maintained

7.0 Attachments

Attachment 1 - Action Guideline for the ASD

Attachment 2 - ASD Turnover Guideline

Attachment 3 - ASD Status Board Maintenance Guidance

Attachment 4 - Communications Guidance

Attachment 5 - Logistics Support Guidance

Attachment 6 - Procurement Guidance

Attachment 7 - Personnel Logistics Support

Attachment 8 - INPO Network News Releases

**ACTION GUIDELINE FOR THE
ADMINISTRATIVE SUPPORT DIRECTOR**

Date: _____

	<u>Time</u>	<u>Comments</u>
I. <u>Initial Actions</u>		
A. Report to the CEOC and sign in on the personnel roster.	_____	_____
B. Assist in verifying the CEOC is setup per GO-EIP-111, Figure 1.	_____	_____
C. Start or assist the EC in completing activation of the CEOC as appropriate per GO-EIP-111, Appendix 2.	_____	_____
1. Assign personnel to assist in CEOC activation, if necessary.	_____	_____
2. Establish and maintain the ASD logbook. Log general CEOC information, actions, events, and staffing.	_____	_____
3. Inform EC that ASD position functional.	_____	_____
4. If requested by the EC, establish a secure bridge utilizing the SNC Corporate bridge per or contact the Telecommunication Operation Center (TOC) per GO-EIP-111 Telephone Directory.	_____	_____
D. If the EC activated the ECO then:		
1. Contact the PIEOC Coordinator per GO-EIP-111 to determine the status of activating the ECO.	_____	_____
2. Arrange for ground transportation for those traveling by air to the NMC or EOF (see item (26) of GO-EIP-111, Telephone Directory).	_____	_____

	<u>Time</u>	<u>Comments</u>
3. Inform EC and RMA of transportation arrangements.	_____	_____
E. Brief Alabama Power Company Office personnel in Headland concerning EOF accessibility (see item (3) of GO-EIP-111, Appendix 3, Table 1 for phone numbers). Keep Headland office updated.	_____	_____

Comments

8. Provide periodic briefings to the EC and to the CEOC Staff, as necessary.
9. Notify SNC Security of the event, as necessary, to establish heightened security awareness in the Corporate Offices.
10. Maintain the ASD Turnover Guideline (Attachment 2). Utilizing the Guideline ensure that adequate and complete briefings have been accomplished prior to self and/or staff being relieved.
11. Assign personnel to maintain the On-Duty Status board using the information provided in Attachment 3 for guidance.
12. Fill in CEOC staff assignments and telecopy Attachment 3, Figure 1 to the RMA in the EOF and the Systems Engineer in the TSC.
13. Assign personnel to operate the ENN and FAX utilizing Attachment 4 for guidance.

B. ADMINISTRATIVE/LOGISTICS SUPPORT

1. Arrange for dispatch of ECO-NMC/EOF relief crews, as necessary.
 - a. Arrange for lodging for crew members.
 - b. Direct personnel to report to their lodging point and the RMA or NMC Coordinator will contact them when needed.
 - c. Inform the RMA/NMC Coordinator concerning the relief crew's lodging.
2. Assign a support staff member to make transportation, travel, lodging, and/or financial arrangements, as required (Attachment 7 may be used for guidance).

Comments

3. Respond to requests relating to Administrative/Logistics Support.
4. Support generation of Nuclear Network Releases using step 1.1.4 of Attachment 5 and Attachment 8.

C. MATERIAL/PROCUREMENT SUPPORT

1. Notify needed suppliers and contractors, as requested (Attachment 5 may be used for guidance).
 - a. Assign a support staff member to prepare a list of equipment, materials and supplies necessary for mitigation and recovery efforts.
 - b. Assign a support staff member to locate the equipment, materials, and supplies requested from within the company.
 - c. Assign a support staff member to locate the equipment, materials and supplies requested from sources outside the company.
2. Establish a cost control accounting system, utilizing SNC Administrative Services staff, as required (Attachment 6 may be used for guidance).

ASD TURNOVER GUIDELINE

Off-Going ASD _____

On-Coming ASD _____

Date _____ Time _____

Initials Review status of all outstanding requests for materials and supplies

Notes: _____

Initials Review status of all outstanding requests for staffing support

Notes: _____

Initials Review status of logistics associated with staffing support augmentation
(lodging availability, transportation, cash advances, etc.)

Notes: _____

Initials **Review status of corporate support organizations (activation levels, contact names, etc.)**

Notes: _____

 Initials **Review status of other administrative support functions (communications, status boards, clerical support, etc.)**

Notes: _____

 Initials **Comments/Problems:**

Note: _____

 Initials **On-Duty CEOC Support Staff:**

Note: _____

 Initials **Notify Emergency Coordinator of turnover completion and update "On-Duty Supervision" status board.**

ASD STATUS MAINTENANCE GUIDANCE

Outlined in this Attachment is guidance for the accomplishment of tasks associated with the Administrative/Logistics area.

1.0 ASD Status Board Maintenance

1.1 Training and Skills

1.1.1 No special training or skills necessary

1.2 Required Equipment and Materials

1.2.1 Status Boards

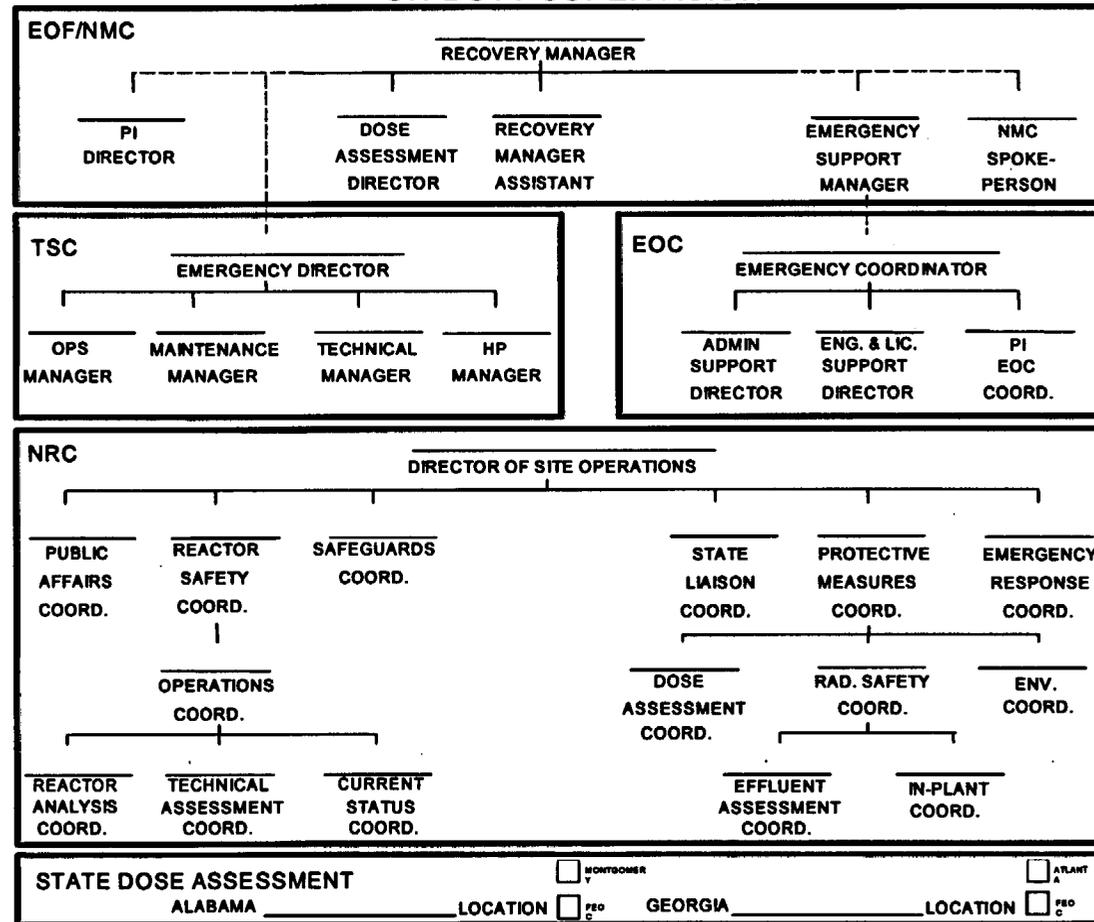
a.) On-Duty Supervision (Figure 1)

1.2.2 Vis-A-Vis Transparency Markers (DO NOT USE WHITE BOARD MARKERS)

1.3 Task Description

1.3.1 You will be directed by the ASD on the method which should be used to obtain information to maintain all status boards current. If possible, the TSC will telecopy the status board information to the ASD in the CEOC.

ON-DUTY SUPERVISION



ODTYSQR1

COMMUNICATIONS GUIDANCE

- 1.0 The ASD is responsible for supervising the operation of all CEOC communications equipment. CEOC communications equipment, for which the ASD is responsible, includes all CEOC phones, ENN, HOCS, and telecopiers.
 - 1.1 Information concerning FNP or the emergency should **NEVER** be disclosed to callers unless authorized by the Administrative Support Director.
 - 1.2 The ASD should assign an individual to monitor the ENN utilizing step 2.0 of this Attachment.
 - 1.3 If the emergency telecopier becomes back logged, utilize other telecopiers available on the floor to maintain the emergency telecopier available to receive messages from the TSC and EOF.
 - 1.4 Calls from the news media and general public should be referred to the NMC at (334) 702-2507/2508.
 - 1.5 Calls from offsite emergency response organizations such as Southern Co. Services, Bechtel, Westinghouse, or INPO, etc. should be directed to the ELSD.
 - 1.6 Calls from federal, state or local agencies should be connected with the RMA or Dose Assessment Director, as appropriate.
 - 1.7 If the appropriate staff member is unavailable, direct the call to one of the Administrative Support Staff phone numbers.
 - 1.8 If problems with the PI EOC's computer is experienced, contact the Help Desk immediately for IR assistance. (8-999-9110) and have the PIEOC Coordinator relocate to another LAN attached computer.

2.0 Monitoring of the Emergency Notification Network (ENN)

2.1 Required Training and Skills

2.1.1 Familiarity with the Emergency Response Organization.

2.1.2 Clerical skills (useful, but not required)

2.2 Required equipment and materials

2.2.1 ENN Message Log Sheet

2.2.2 ENN telephone and speaker

2.3 Task description

2.3.1 The ENN is a dedicated communications line which provides an immediate communications link between SNC and specified organizations. ENN telephones and speakers are at the following locations:

- a) Emergency Operations Facility (EOF)
- b) Technical Support Center (TSC)
- c) Shift Foreman's Office
- d) Alternate EOF
- e) Farley Nuclear Support Corporate EOC (CEOC)
- f) Alabama Department of Public Health-Rad Control Div (ARCD)
- g) Alabama Emergency Management Agency (AEMA)
- h) Alabama Department of Public Safety
- i) Houston County Sheriff Dispatcher
- j) Houston County Office of Radiological Health-Forward EOC(FEOC)
- k) Georgia Emergency Management Agency (GEMA)
- l) Early County Sheriff Dispatcher
- m) Early County Emergency Management Agency
- n) GEMA Forward Emergency Operations Center

2.3.2 Use of the ENN

- a. Use FNP-EIP-8.3, step 13 for complete instructions for use of the ENN dial up feature. With the CEOC handset lifted only the person holding the CEOC handset will be able to hear the ENN transmission. Upon completion of ENN use ensure that the ENN handset is returned to its cradle. Use of the phonetic alphabet during communications is expected by FNP.

- b. To transmit a message pick up the telephone receiver, dial the applicable code to alert desired locations, identify yourself, state the location of the facility, state the name of the message originator, and state the party/parties for whom the message is intended. For example:

"This is Wanda Brown at the Birmingham CEOC. I have a message from the FNP CEOC in Birmingham Emergency Coordinator to the FNP TSC and FNP EOF, please acknowledge."

Wait for acknowledgment from each party then proceed to deliver the message:

"The Emergency Coordinator reports that the FNP CEOC in Birmingham has been activated at 0730, TSC and EOF please acknowledge."

Wait for acknowledgment from each party then close the transmission, with the following message:

"This ends the message transmission, FNP CEOC in Birmingham Out."

If no further transmissions are expected then ensure that the ENN handset is returned to its cradle.

- c. To receive messages over the speaker, the receiver handset must be in its cradle. If monitoring is via the speaker, the individual monitoring the ENN should listen for the FNP Corporate Emergency Operations Center (CEOC) in Birmingham being paged or the alert tone, or observe the red light illuminating. For example:

"FNP CEOC in Birmingham, this is Joe Jones at the FNP EOF, please acknowledge."

The individual monitoring the ENN would then lift the handset from the cradle to acknowledge the message:

"FNP EOF this is Wanda Brown at the FNP CEOC in Birmingham acknowledging."

The sender of the message would then transmit the message:

"FNP CEOC in Birmingham, this is the FNP EOF, the FNP EOF has been declared functional at 0830; please acknowledge receipt of the message (may just say "Over")."

The individual monitoring the ENN would then acknowledge:

"FNP EOF this is the CEOC in Birmingham, acknowledging that the FNP EOF was declared functional at 0830; CEOC in Birmingham Out."

The sender of the message would then acknowledge that the CEOC understood what was meant to be conveyed and sign off the line:

"FNP CEOC in Birmingham, that is correct, FNP EOF Out."

If no further transmissions are expected, ensure that the ENN handset is returned to its cradle.

- d. Log all dialogue transmitted or received over the ENN on the ENN Message Log Sheet (Figure 1).
- e. All information communicated over the ENN concerning protective actions such as sheltering or evacuation or any other significant events should immediately be relayed to the ASD or EC.
- f. The ENN is a vital communication system that allows FNP and the agencies to communicate important information rapidly. System control on the ENN will normally be maintained at the TSC or EOF during an emergency. Any problems concerning ENN use will be resolved by either the Technical Manager or Dose Assessment Director. For example, if the CEOC ENN operator were to use the ENN to communicate information that should be communicated otherwise, the ENN operator may be instructed to utilize another communication means for this type of information in the future.
- g. Address any questions on ENN usage to the ASD.

2.3.3 Use of the Backup ENN

- a. Should an ENN station fail, ENN communication capability can be restored through use of the Backup ENN. Refer to FNP-EIP-8.3.
- b. Any speaker phone in the CEOC can be setup for use as the backup ENN. When the phone is in use as the backup ENN phone, be sensitive to the CEOC being a source of needless background noise. Use of the mute button on the speakerphone will allow the CEOC to still monitor ENN messages without causing background ENN problems.

LOGISTICS SUPPORT GUIDANCE

1.0 The Administrative Support Director (ASD) is responsible for all offsite logistics activity except engineering manpower augmentation from offsite sources. At the onset of any emergency that will probably involve expense to the company, the ASD is responsible for contacting the Accounting Department and obtaining a Company Job Order number for use in procurement associated with the emergency, and for advising the Material Services Department on what level of support will be needed. The ASD works with plant personnel to identify personnel, equipment, materials and supplies needed (see Table 1 of this Attachment for a pre-identified listing of equipment and supplies that will probably be needed in a radiological emergency) and is then responsible for coordinating identification of a supplier, arranging procurement, and expediting shipment. The ASD works with the Recovery Manager Assistant to identify needed personnel and to have them reassigned as necessary and works with SCS, vendors, other utilities, etc. to arrange adequate CEOC and EOF staffing for 3 shift operations.

1.1 Emergency Logistics Resource References and Contracts

1.1.1 Material Services

The Material Services Department of SNC is available to support all procurement needs during an event. The Manager-Material Services will provide full staffing as necessary to make contact with approved vendors for services and equipment.

1.1.2 INPO Emergency Resources Manual

Copies of the INPO Emergency Resources Manual are maintained at the CEOC and EOF. This document contains lists of utility contacts and personnel and equipment that may be available from the utilities for emergency support; lists of technical experts and personnel who may be available for emergency support; and lists of NSSS suppliers, their designated contacts, principle product or service and areas of technical expertise which may be available for emergency support.

1.1.3 Institute for Nuclear Power Operations (INPO)

If requested, INPO will provide assistance in locating logistics needs.

1.1.4 NUCLEAR NETWORK

Entries on NUCLEAR NETWORK may be used to locate needed logistics. The approval procedure for making an entry on NUCLEAR NETWORK is contained in GO-EIP-114, "News Release Coordination and Distribution." Also, INPO has agreed to physically enter information into NETWORK, if it is telecopied to them. User instructions are available on-line.

1.1.5 Voluntary Assistance Agreement By and Among Electric Utilities Involved in Transportation of Nuclear Materials (Contract PG-81-29).

This agreement, coordinated by INPO, provides the legal framework for requesting and receiving assistance from other signatories (utilities) in any situation wherein an emergency occurs by reason of a nuclear material transportation accident involving nuclear materials shipped by one of the signatories. Rendering of assistance is voluntary. Copies of the agreement along with contact names and lists of equipment and personnel who may be available are kept at the EOF and CEOC.

1.1.6 Fixed Facility Emergency Response Voluntary Assistance Agreement (Contract PG-81-30)

This agreement, coordinated by INPO, provides the legal framework for requesting and receiving assistance from other signatories (utilities) in any emergency situation at a fixed facility under the control of one of the signatories. Rendering of assistance is voluntary. Copies of the agreement and lists of signatories are kept at the EOF and CEOC. Contact names and resources that may be available are listed in the INPO Emergency Resources Manual.

1.1.7 Blanket Purchase Orders

Contact SNC Material Services for services, supplies, or materials which may be needed under radiological emergency conditions. Names and phone numbers for SNC Material Services are listed in GO-EIP-111 Telephone Directory.

2.0 TABLE 1 of this Attachment identifies a list of equipment and supplies that may be needed during a radiological emergency.

PREIDENTIFIED EQUIPMENT AND SUPPLIES
(RADIOLOGICAL EMERGENCY)

<u>ITEM</u>	<u>SIZE</u>	<u>QUANTITY</u>
Plastic Anti-C booties non skid	N/A	_____
Rubber Shoe Covers	Lg	_____
Rubber Shoe Covers	X-Lg	_____
Rubber Shoe Covers	Giant	_____
Anti-C booties-canvas	N/A	_____
Surgeon's Cap - cloth	N/A	_____
Anti-C Coveralls - cloth	Sm (40)	_____
Anti-C Coveralls - cloth	Med (44)	_____
Anti-C Coveralls - cloth	Lg (50)	_____
Anti-C Coveralls - cloth	X-Lg(54)	_____
Anti-C Hoods - cloth	X-Lg	_____
Lab Coats - cloth	Med (44)	_____
Lab Coats - cloth	Lg (50)	_____
Lab Coats - cloth	X-Lg(54)	_____
Anti-C Gloves - latex rubber	9	_____
Anti-C Gloves - latex rubber	10	_____
Cloth Glove liners	N/A	_____
Plastic Suit 1 piece	Med (44)	_____
Plastic Suit 1 piece	Lg (50)	_____
Plastic Suit 1 piece	X-Lg(54)	_____
Disposable Surgeon's Gloves	Lg	_____
MSA Ultravue Full Face Respirators	N/A	_____
Filters for MSA Ultravue Respirator (Particulate)	N/A	_____
Filters for MSA Ultravue Respirator (Iodine)	N/A	_____
Willson Fullface Respirators	N/A	_____
Filter for Willson Respirators (Iodine)	N/A	_____
Filter for Willson Respirators (Particulate)	N/A	_____
MSA Airline Fullface Respirators (Duo-Flow)	N/A	_____
MSA Airlines	50 ft.	_____
Willson Air Manifolds	8 outlet	_____
Willson Airline Respirators	N/A	_____

<u>ITEM</u>	<u>SIZE</u>	<u>QUANTITY</u>
Willson Hoses	50 ft.	_____
MSA Self-contained Respirator Kits	N/A	_____
Respirator Cleaning Solution	N/A	_____
Poly Bags (yellow) translucent	Various	_____
Decon Solutions, i.e. stripper, misty	N/A	_____
Wipe-all	N/A	_____
Mazoline mops and handles		_____
Mop handles and heads	N/A	_____
Step Off Pads	N/A	_____
Herculite	N/A	_____
Masking tape	N/A	_____
Duct Tape	N/A	_____
Defense Apparel Smears	N/A	_____
55 gal. drums w/lids	N/A	_____
RTV Sealant	N/A	_____
LSA boxes	N/A	_____
Drum handling cart	N/A	_____
Poly Bottles	N/A	_____
Rad Rope	N/A	_____
Bands & Banding tool		_____
High Volume air samples (120V DC & 120V AC)		_____
Air Sample Filters & Cartridges (Charcoal & Silver Zeolite)		_____
RO-2 Ion chamber		_____
RO-2a Ion chamber		_____
E-140 GM detector w/HP 120 probe		_____
E-140 GM detector w/HP 177 probe		_____
Rm 19 GM detector		_____
Rm 20 GM detector		_____
Batteries (C.D. & 9 volt)		_____
PNR-4 Neutron Detector		_____
PNC-4 Neutron Detector		_____
PAC-4S Alpha Detector		_____
PAC-4G Alpha Detector		_____
Teletector (Hi-range dose rate inst.)		_____
TLD (Landauer, Harshaw)		_____
Dosimeters (200mr, 1000mr, & 5000mr range)		_____
Digital Alarming Dosimeters		_____
HVAC Filters		_____
HP Rental Techs		_____
Mobile Laundry		_____

<u>ITEM</u>	<u>SIZE</u>	<u>QUANTITY</u>
Portable Ventilation Systems (minimum capacity 1000 cfm)		_____
Radiation Signs w/inserts		_____
Stripable paint		_____
Smears or swipes		_____
Q-tips		_____
Particulate air sample filters		_____
Vacuum cleaners and accessories		_____
Rad Tape		_____
Rad Material Stickers		_____

PROCUREMENT GUIDANCE

1.0 To the maximum extent possible, established company practices for emergency procurement will be followed. Deviations should be authorized by the Recovery Manager.

1.1 The ASD will supervise preparation of Purchase Requisitions, Change Order Requests, Blanket Order Work Authorizations, Blanket Order Releases, Contract Work Authorizations, Minor Purchase Orders, Letters of Request, and Contracts as needed to obtain required signatures.

<u>Estimated Cost</u>	<u>Authorizing Individual</u>
< \$100,000	ASD
> \$100,000 < \$500,000	Recovery Manager
> \$500,000 < \$2,000,000	Vice President-Project (Farley)
>\$2,000,000	Per Executive Vice President

1.2 The ASD will supervise determination of documentation requirements and QA requirements to be included in purchase requisitions. The ASD is responsible for assuring proper reviews are performed.

1.3 The purchase requisition will be transmitted to the Purchasing Department and the ASD will coordinate with Purchasing on vendor identification, order placement and expediting.

1.4 The ASD is responsible for tracking services rendered including maintenance of time sheets on vendor personnel. Timekeeping and charges for personnel provided by other utilities will be in accordance with the applicable voluntary assistance agreement.

2.0 A log of all orders should be maintained utilizing Figure 1 of this Attachment.

PERSONNEL LOGISTICS SUPPORT

- 1.0 The ASD is responsible for providing the following personnel support items.**
- 1.1 Lodging - The ASD shall assist temporarily assigned APC/SNC personnel and support personnel provided at APC's/SNC's request by other utilities, vendors, etc. in obtaining lodging. In accomplishing this during major events, the ASD will coordinate with the Recovery Manager Assistant at the start of the event to determine anticipated lodging needs and will make appropriate reservation arrangements with local motels.**
 - 1.2 Transportation - The ASD will assist temporarily assigned APC/SNC personnel and support personnel provided at APC's/SNC's request by other utilities, vendors, etc. in obtaining transportation, arranging carpools, etc.**
 - 1.3 Meals - The ASD is responsible for arranging for meals for all CEOC personnel and for in-plant emergency workers if requested by the RM, as appropriate. The need for meals for in-plant emergency workers will be coordinated through the Recovery Manager Assistant.**
 - 1.4 Cash Advances and Expense Claims - The ASD is responsible for obtaining cash advances as needed for temporarily assigned APC/SNC personnel and, for extended emergency conditions, to process expense account claims.**
 - 1.5 Check Cashing - For extended emergency conditions the ASD is responsible for assisting temporarily assigned APC/SNC personnel and support personnel provided at APC's/SNC's request by other utilities, vendors, etc. in obtaining check cashing services either through arrangements with a local bank or by assisting the RMA establish a company petty cash fund at the EOF.**
 - 1.6 Other Personnel Problems - The ASD is responsible for assisting temporarily assigned personnel and support personnel provided at APC's/SNC's request by other utilities, vendors, etc. in resolving other problems associated with temporary emergency assignment at FNP.**

INPO NETWORK NEWS RELEASES

- 1.0 The ASD may be requested to take approved News Releases created by the PI EOC Coordinator and telecopy them to INPO for placement on their INPO Network News Release system upon approval per GO-EIP-114, Figure 4.

- 2.0 As time permits, the ASD should request the ELSD to provide a more detailed INPO Network News Release. Typically this would be adding detail to an approved press release. After approval per GO-EIP-114, Figure 4, the ASD will be responsible for telecopying the release to INPO.

ENCLOSURE 6

**Uncontrolled Copy of
GO-EIP-131 (Rev. 19)**

FARLEY NUCLEAR SUPPORT
EMERGENCY OPERATIONS CENTER - CORPORATE HEADQUARTERS
EMERGENCY EQUIPMENT AND SUPPLIES

GO-EIP-131

List of Effective Pages

<u>Page Nos.</u>	<u>Revision</u>
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L. M. Stinson
General Manager Nuclear Support

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**EMERGENCY OPERATIONS CENTER - CORPORATE HEADQUARTERS
EMERGENCY EQUIPMENT AND SUPPLIES**

1.0 PURPOSE

The purpose of this procedure is to establish the actions to be taken to ensure operational readiness of the Corporate Emergency Operations Center (CEOC).

2.0 SCOPE

This procedure applies to Farley Support.

3.0 REFERENCES

3.1 Joseph M. Farley Nuclear Plant Emergency Plan

3.2 GO-EIP-111

4.0 GENERAL

4.1 The Farley Project-Emergency Planning Coordinator (FP-EPC) shall be responsible for implementing the requirements of this procedure. The FP-EPC is responsible for ensuring that CEOC inventories are performed and procedures and documents are updated.

4.2 An inventory shall be performed after each emergency or drill/exercise during which the cabinet is opened..

4.3 Per GO-EIP-111, the Farley Project-Emergency Planning Coordinator will be notified to re-inventory the supply/equipment cabinet by the Administrative Support Director (ASD) following each emergency or drill/exercise that required utilization of equipment in the supply cabinet.

4.4 The data displayed on each status board should be copied and the status boards cleaned after each emergency or drill/exercise. Copies of the data should be provided to the Farley Project - Emergency Planning Coordinator.

4.5 No additions or deletions to materials stored in the CEOC Emergency Storage Cabinet (other than normal revisions) will be made without the approval of the Farley Project - Emergency Planning Coordinator.

4.6 This procedure applies only to CEOC equipment and supplies stored for emergency use.

5.0 **PROCEDURE**

5.1 On the attached Equipment and Supply checklist (Table 1), verify the items are accounted for and then, initial the appropriate space.

5.2 Sign and date the checklist and forward it to the Farley Project - Emergency Planning Coordinator (FP-EPC).

5.3 After reviewing the checklist, the FP-EPC shall insure that any discrepancies found are corrected.

6.0 **RECORDS**

Records generated by this procedure:

6.1 QA Records

None

6.2 Non QA Records

6.2.1 Superseded CEOC Emergency Equipment and Supplies Checklist (Table 1) will be maintained by Document Management for a minimum of two (2) years.

Documents Generated	Retention Time	FNP Rtype
Emergency Equipment and Supplies Check List (Table 1)	2 Years	A4.53

DATE:

RE: GO-EIP-131, Emergency Equipment And Supplies Checklist

FROM:

TO: Farley Project – Emergency Planning Coordinator

As required by GO-EIP-131, an inventory of the equipment in the CEOC has been completed. Please note any discrepancies as documented on the attached checklist.

Attachment (GO-EIP-131, Table 1)

cc: SNC Document Management: Rtype A4.53 (Xref A29.3.2)

INVERNESS 40 EMERGENCY OPERATIONS CENTER
EMERGENCY EQUIPMENT AND SUPPLIES CHECKLIST

Date of Inventory _____

- _____
Initials
1. Obtain from Document Management a current CDD list (both Farley Project and FNP) of controlled copies issued to the following copy holders and conduct a procedure / manual inventory using the current CDD list (Attach the CDD lists to this table):

<u>CDD COPY HOLDER</u>	<u>Initials</u>
BHAM EOC CABINET - NMS	_____
BHAM EOC ESM KIT - NMS	_____
BHAM EOC EC KIT - NMS	_____
BHAM EOC ASD KIT - NMS	_____
BHAM EOC ELSD KIT - NMS	_____
BHAM EOC ADMIN ASST KIT - NMS	_____
BHAM EOC RAD MGR KIT - NMS	_____

- _____
Initials
2. Verify the following located in the CEOC Supply Cabinet:

<u>Description</u>	<u>Quantity</u>	<u>Initials</u>
Emergency Log Book	2	_____
Clipboards	2	_____
Alabama Radiological Emergency Response Plan	1	_____
Georgia Radiological Emergency Plan including - Base Plan - Annex B (Plant Farley) - Annex F (Ingestion Pathway)	1	_____
Florida Radiological Emergency Mgmt Plan	1	_____

INVERNESS 40 EMERGENCY OPERATIONS CENTER
 EMERGENCY EQUIPMENT AND SUPPLIES CHECKLIST (CONT)

<u>Description</u>	<u>Quantity</u>	<u>Initials</u>
INPO - Emergency Resources Manual	1	_____
Plant Procedure Index	1	_____
Telephone Directories		
Birmingham Area	1	_____
Dothan Area	1	_____
Westinghouse Emergency Response Plan	1	_____
10 CFR 0-199 (2 books)	1	_____
EPRI SAMG TBR (EPRI TR-101869) Vol 1 & 2	1	_____
HP 1600C Printer Manuals	5	_____
Procedure Kits		
Emergency Support Manager (ESM) Kit	1	_____
Emergency Coordinator (EC) Kit	1	_____
Administrative Support Director (ASD) Kit	1	_____
Eng and Lic Support Dir (ELSD) Kit	1	_____
Administrative Assistant (AA) Kit	1	_____
Container for general office supplies	1	_____
Telephones		
Mobile Satellite Telephone	1	_____
Spare ENN Telephone	1	_____

- _____
 Initials
3. Place a completed copy of this checklist on the door of the Emergency Cabinet.
- _____
 Initials
4. Route the completed checklist using the Table 1 cover page (page 1 of 3).

ENCLOSURE 7

**Uncontrolled Copy of
GO-EIP-132 (Rev. 15)**

FARLEY NUCLEAR SUPPORT

EMERGENCY PLAN DRILLS AND EXERCISES

GO-EIP-132

List of Effective Pages

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1 - 10	15

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L. M. Stinson
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FIGURE 1 Biennial Exercise Development.9

TABLE 1 Exercise Objective Guideline.....10

**FARLEY SUPPORT
EMERGENCY PLAN DRILLS AND EXERCISES**

1.0 PURPOSE

The purpose of this procedure is to establish the guidance for the conduct of drills and exercises to maintain emergency preparedness in accordance with 10CFR50, Appendix E.

2.0 SCOPE

This procedure applies to FNP Emergency Plan drills and exercises conducted by the SNC Corporate Staff.

3.0 REFERENCES

- 3.1 10CFR50, Appendix E, Paragraph IV.F
- 3.2 NUREG-0654, FEMA-REP-1, Rev. 1, Section N
- 3.3 FNP Emergency Plan
- 3.4 FNP-EIP-15, Emergency Drills
- 3.5 FEMA-REP-14, Radiological Emergency Preparedness Exercise Manual
- 3.6 NRC Inspection Manual

4.0 DEFINITIONS

- 4.1 **Exercise:** An event that tests the integrated capability and a major portion of the basic elements existing within the emergency preparedness plans and organizations associated with FNP.
- 4.2 **Drill:** A supervised instruction period aimed at testing, developing and maintaining skills in a particular operation.

5.0 EMERGENCY PLAN DRILLS

- 5.1 Drills shall be scheduled at the discretion of the Vice President - Project (Farley) (VP-PF) or Nuclear Support General Manager (NSGM) to aid in developing and maintaining corporate emergency preparedness skills. When used in conjunction with training activities, on-the-spot correction of erroneous performance shall be made and a demonstration of the proper performance offered by the instructor.

- 5.2** When drills involve participation by FNP plant personnel, the Nuclear Plant General Manager or Plant Operation Assistant General Manager (as designated by the VP-PF) shall ascertain that the drill will not adversely affect plant operations or equipment or health and safety of the general public.
- 5.3** For each drill the VP-PF or NSGM shall appoint an individual who shall be responsible for:
- 5.3.1** Developing a scenario, including:
- 1)** Basic drill objective and appropriate evaluation criteria
 - 2)** Date(s), time period(s), place(s) and participating organization(s) or individual(s)
 - 3)** Simulated events
 - 4)** Time schedule for real and simulated initiating events
 - 5)** A narrative summary describing the conduct of a drill
 - 6)** A description of arrangements for and advance materials to be provided to drill monitors
- 5.3.2** Coordinating review and approval of the scenario
- 5.3.3** Coordinating participation by organizations or individuals outside the Farley Project Corporate Office (if required)
- 5.3.4** Arranging for drill monitors
- 5.3.5** Coordinating the drill schedule with participants (if the drill is to be an announced drill)
- 5.3.6** Conducting the drill
- 5.3.7** Conducting a critique at the conclusion of the drill
- 5.3.8** Preparing a formal evaluation of drill performance and submitting the evaluation to the NSGM
- 5.4** The VP-PF is responsible for evaluating the need for corrective actions based on drill evaluation findings. The Farley Project – Emergency Planning Coordinator (FP-EPC) is responsible for tracking implementation of corrective actions.

6.0 EMERGENCY PREPAREDNESS EXERCISES**6.1 Emergency preparedness exercises will be conducted to:**

- 6.1.1 Test the adequacy of timing and content of implementing procedures and methods**
- 6.1.2 Test emergency equipment and communication networks**
- 6.1.3 Test the public Alert and Notification System and**
- 6.1.4 Ensure that emergency organization personnel are familiar with their duties**

6.2 Exercise frequency shall be as follows:

- 6.2.1 Exercises shall be conducted in accordance with 10 CFR 50, Appendix E.**
- 6.2.2 Coordination with local governments in the Plume Exposure EPZ shall be conducted as necessary to ensure full local government participation in at least one exercise every two years.**
- 6.2.3 Coordination with state governments in the Plume Exposure EPZ shall be conducted as necessary to ensure full state government participation in at least one exercise every 2N years (where N is the number of facilities having Plume Exposure Pathways impacting the state) and partial state government participation as necessary to support local government participation every two years.**
- 6.2.4 Coordination with state governments in the Ingestion Pathway EPZ shall be conducted as necessary to ensure full state government participation in at least one exercise every 6N years (where N is the number of facilities having Ingestion Pathways impacting the state).**
- 6.2.5 All exercises will be coordinated so that state or local governments requesting to participate are provided the opportunity to do so.**
- 6.2.6 Major onsite/offsite elements of exercises/drills that should be considered for inclusion in exercise objectives are provided in Table 1.**

6.3 Farley Project Corporate Responsibilities in Exercise Preparation

- 6.3.1 The FP-EPC (or an alternate if the FP-EPC is to be an exercise participant for the current year, shall coordinate corporate support for exercise scheduling and preparation.**

- 6.3.2 Selection of exercise date will be coordinated with the following as far in advance of the exercise as practical.
- 6.3.2.1 VP-PF and Emergency Communication Organization
 - 6.3.2.2 FNP Nuclear Plant General Manager
 - 6.3.2.3 Alabama Emergency Management Agency (AEMA)
 - 6.3.2.4 Alabama Department of Public Health - Radiation Control Office (ARC)
 - 6.3.2.5 Georgia Emergency Management Agency (GEMA)
 - 6.3.2.6 Georgia Department of Natural Resources (GDNR)
 - 6.3.2.7 Florida Department of Community Affairs - Division of Emergency Management (FDEM) (ingestion pathway). The mutually agreed exercise date will be reserved with the Federal Emergency Management Agency (FEMA) through AEMA.
- 6.3.3 Arrangements will be made with each participating organization to designate a contact individual who will participate in exercise preparations and not be a participant (player) in the final exercise.
- 6.3.4 Exercise objectives will be developed jointly by those organizations listed in 6.3.2 which elect to participate in the exercise. The FP-EPC will coordinate exercise objective development and submit the final objectives to NRC and the contact individuals for participating organizations. The submittal shall include:
- 1) participating organizations,
 - 2) purpose,
 - 3) objectives, and
 - 4) exercise limits.

The submittal to the NRC will be at least 75 days prior to the scheduled exercise date. The submittal to AEMA will be early enough for them to submit it to FEMA at least 90 days prior to the scheduled exercise date. INPO will receive prior notification of emergency drills and exercises so they may send observers.

- 6.3.5 FNP plant personnel are responsible for detailed scenario development in accordance with reference 3.4. The corporate office will coordinate scenario details with government agencies where necessary. A detailed description of the exercise scenario and anticipated licensee actions shall be submitted by the corporate office to the NRC at least 45 days prior to the scheduled exercise date.

A detailed scenario description shall be provided to state agency contact individuals sufficiently in advance to allow the state agencies (GEMA and/or AEMA) to submit detailed scenarios to FEMA at least 60 days prior to the scheduled exercise date.

- 6.3.6 FNP plant personnel are responsible for preparing controller/prompter packages containing the information to be supplied to APC/SNC exercise observers and exercise players. These packages will be submitted by the corporate office to the NRC along with the detailed scenario at least 45 days prior to the scheduled exercise date.

6.4 Corporate Responsibilities in Exercise Conduct

- 6.4.1 In addition to participating in the exercise, the corporate office will designate observers/monitors for locations where corporate emergency exercise activity will occur (e.g., CEOC, EOF, APC Corporate Headquarters, etc.).

6.5 Exercise Documentation and Deficiency Corrective Action

- 6.5.1 Corporate observers/monitors will conduct post-exercise critiques within two working days following exercise completion and participate with plant personnel in developing a formal evaluation of the exercise. The evaluation shall be issued within 90 days following the exercise.
- 6.5.2 The Vice President – Project (Farley) is responsible for corrective actions identified by the exercise which require action by the Farley Project. Deficiency correction proposals will be prepared for major deficiencies and the FP-EPC will track Farley Project corrective action status.
- 6.5.3 The Emergency Communication Organization's responsibilities for determining what deficiencies identified by the exercise require corrective action by the Emergency Communication Organization are described in GO-EIP-102.

6.5.4 Records will be kept regarding which corporate personnel participated in each drill or exercise in the capacity of an emergency managerial position or of a drill monitor observing performance of emergency managerial positions. Drill/exercise monitors and participants will be rotated from drill to drill (exercise to exercise) so that all candidates for emergency managerial positions receive periodic practical experience in emergency response.

6.5.5 None of the above records are considered to be QA records.

7.0 **RECORDS**

Record generated by this procedure:

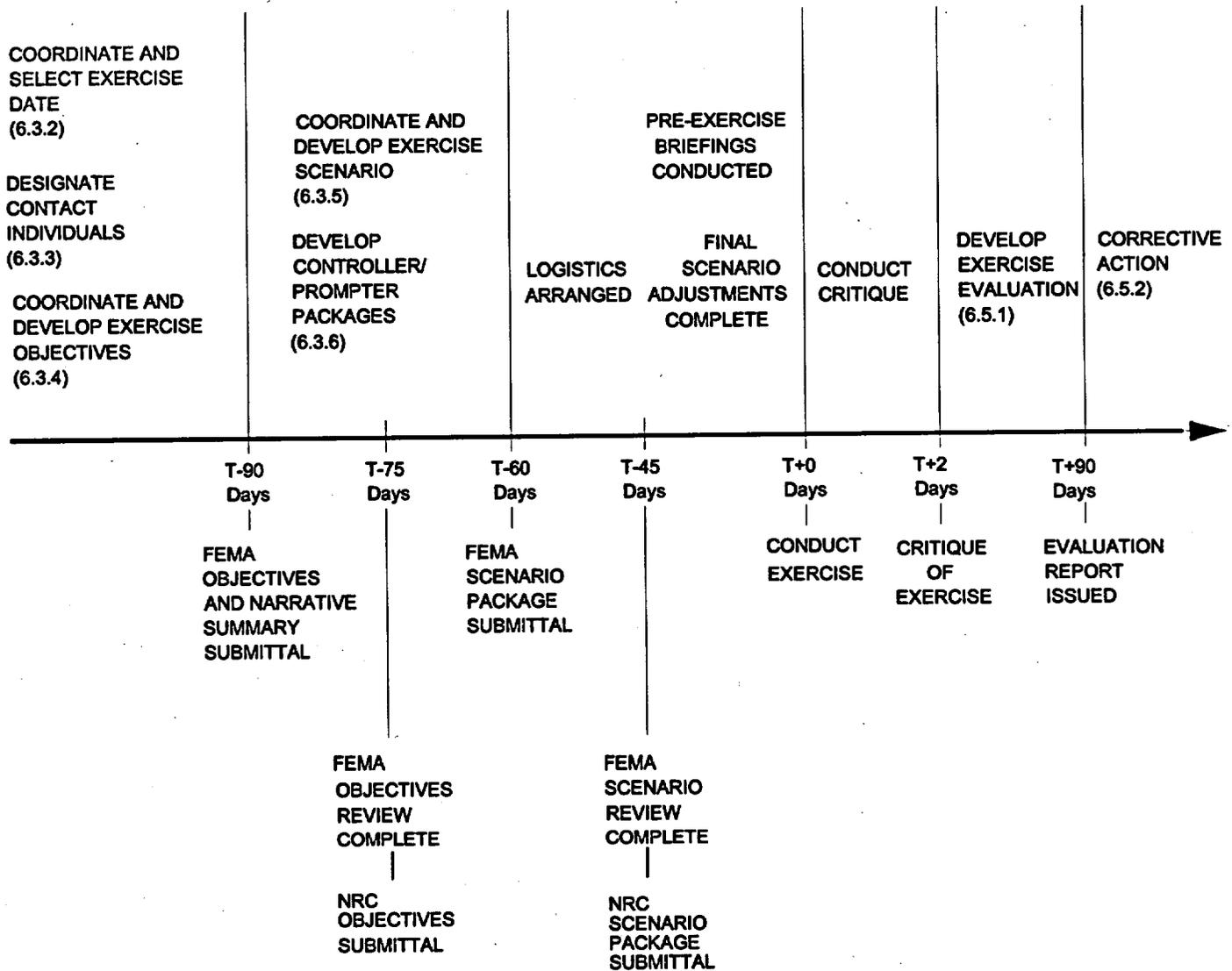
7.1 QA Records

None

7.2 Non QA Records

Documents Generated	Retention Time	FNP Rtype
Annual Exercise Participant Lists	Lifetime	Y01.002
Annual Exercise Critique Comments	Lifetime	Y01.002
Annual Exercise Objectives	Lifetime	Y01.002

Biennial Exercise Development



**Exercise Objective Guideline
TABLE 1**

The following elements should be considered for inclusion as objectives during the training drills and/or exercises during each calendar year.

- 1) Accident detection and assessment
- 2) Emergency classification
- 3) Notification of onsite and offsite emergency responders
- 4) Communications
- 5) Radiological exposure control
- 6) Protective action recommendations
- 7) Staff augmentation
- 8) Shift staffing

The following elements may be considered for inclusion as objectives during a training drill or exercise at the frequency indicated below:

Element	Suggested Frequency (Years)	Last Year Done
1) Staffing - Off hours (1800 to 2400)	6	1999
(2400 to 0600)	6	1997
Unannounced (Note 1)	6	1997
2) Activation of joint NMC	5	2002
3) Use of fire control teams	5	2002
4) Use of first aid and/or rescue teams	5	2001
5) Use of medical support personnel	5	2001
6) Use of licensee's headquarters support personnel	5	2002
7) Use of security personnel to provide prompt access for emergency equipment and support	5	2002
8) Use of backup communications	5	1999
9) Rumor control	5	2002
10) Evacuation of EOF and relocation to backup ERF (Alternate EOF)	5	2002
11) Ingestion pathway exercise (Note 2)	6N	FNP1994 (Full) BFNP1999(Full)
12) Field monitoring, including soil, vegetation, and water sampling	5	2002
13) Capability for determining the magnitude and impact of the particular components of a release	5	2002
14) Capability for post-accident coolant sampling and analysis	5	2002
15) Use of potassium iodide	6	2002
16) Assembly and accountability	5	2002
17) Recovery and reentry (Note 2)	6N	FNP1994 (Full) BFNP1999(Full)
<p>Note 1: Unannounced exercises not required to include state response or NMC response. Control room participation may be simulated.</p> <p>Note 2: See step 6.2.4 for full explanation.</p>		

ENCLOSURE 8

**Uncontrolled Copy of
GO-EIP-134 (Rev. 16)**

FARLEY NUCLEAR SUPPORT

CORPORATE EMERGENCY PLAN TRAINING

GO-EIP-134

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FIGURE 15

APPENDIX A7

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APPENDIX C9

APPENDIX D10

CORPORATE EMERGENCY PLAN TRAINING

1.0 Purpose

The purpose of this procedure is to delineate the responsibilities for conducting emergency plan training for corporate personnel and the content, frequency and documentation of such training. It also delineates emergency plan programs conducted for the news media.

2.0 Scope

This procedure applies to SNC corporate staff that support FNP drills and exercises and the Quality Assurance group.

3.0 References

- 3.1 FNP Emergency Plan
- 3.2 GO-EIP-101
- 3.3 GO-EIP-102
- 3.4 NUREG-0654, FEMA-REP-1, Rev. 1

4.0 Farley Project Corporate Training

- 4.1 The Farley Project – Emergency Planning Coordinator (FP-EPC) is responsible for scheduling and coordinating Farley related SNC corporate Emergency Plan training.
- 4.2 All training will be documented using Figure 1. Training records will be retained under FNP R-Type K-2.85.
- 4.3 Training content and frequency will be as specified in Appendices A through D.
- 4.4 Training will be validated for personnel filling Emergency Operations Facility positions by participation in drills and exercises, problem solving sessions, table-top drills, and/or the administration of tests.

5.0 Corporate Communication Department Training

- 5.1 Training requirements for the Corporate Communication Department are defined in GO-EIP-102.

6.0 QA Records

Records of Corporate personnel training are considered to be lifetime QA records and are retained as specified in GO-NG-7 and GO-NG-13.

TRAINING ATTENDANCE SHEET - CONTINUED

Complete Sections A or B and C

A. Formal Programs

1. Training Materials Used

- a. Control Document No. (SOP, Tech Manuals, etc.) _____
- b. Audiovisual Library No. _____
- c. Examination No. _____
- d. Other (Copy Attached) _____

B. Informal Programs

1. Brief Description of Presentation

2. Training Materials Used If Any

FILE A 41.7.2
R-TYPE K-2.85

APPENDIX A

EMPLOYEE EMERGENCY CLASSIFICATION: Emergency Support Manager
Recovery Manager
Emergency Coordinator

INITIAL TRAINING REQUIREMENTS:

FNP Emergency Plan

Alabama Emergency Plan

Georgia Emergency Plan

Florida Emergency Plan

NRC Region II Emergency Plan

W Emergency Plan

GO-EIPs

FNP-EIPs

Interpretation of EDCM Outputs
Communications

Initial Radiation Worker Training

RETRAINING REQUIREMENTS AND FREQUENCY:

The above training, with the exception of Radiation Worker Training, will be repeated annually. In addition, retraining will include an annual review of emergency worker dose limits and the use of emergency dosimetry.

APPENDIX B

EMPLOYEE EMERGENCY CLASSIFICATION: Administrative Support Director

INITIAL TRAINING REQUIREMENTS:

FNP Emergency Plan

GO-EIP-101

GO-EIP-102

GO-EIP-111

GO-EIP-114

GO-EIP-123

GO-EIP-138

State and Local Agency Communications

State and Local Agency Emergency Organizations

Initial Radiation Worker Training

RETRAINING REQUIREMENTS AND FREQUENCY:

The above training, with the exception of Radiation Worker Training, will be repeated annually. In addition, retraining will include an annual review of emergency worker dose limits and the use of emergency dosimetry.

APPENDIX C

EMPLOYEE EMERGENCY CLASSIFICATION: Engineering & Licensing Support Director

INITIAL TRAINING REQUIREMENTS:

FNP Emergency Plan

GO-EIP-101

GO-EIP-111

GO-EIP-122

W Emergency Plan

INPO Emergency Response Manual

Initial Radiation Worker Training

RETRAINING REQUIREMENTS AND FREQUENCY:

The above training, with the exception of Radiation Worker Training, will be repeated annually. In addition, retraining will include an annual review of emergency worker dose limits and the use of emergency dosimetry.

APPENDIX D

EMPLOYEE EMERGENCY CLASSIFICATION: Non-predesignated Farley Project Corporate Personnel

INITIAL TRAINING REQUIREMENTS:

FNP Emergency Plan

Initial Radiation Worker Training (for employees who may be reassigned to FNP site during an emergency)

GO-EIP-101

GO-EIP-111

GO-EIP-131

RETRAINING REQUIREMENTS AND FREQUENCY:

The above training, with the exception of Radiation Worker Training, will be repeated annually. In addition, retraining will include an annual review of emergency worker dose limits and the use of emergency dosimetry.

ENCLOSURE 9

**Uncontrolled Copy of
GO-EIP-135 (Rev. 9)**

FARLEY NUCLEAR SUPPORT
EMERGENCY PLAN REVIEW AND REVISION

GO-EIP-135

List of Effective Pages

<u>Page No.</u>	<u>Revision</u>
1 - 4	Rev. 9

Approved:

L. M. Stinson
Nuclear Support General Manager

01/07/03
Date Issued

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EMERGENCY PLAN REVIEW AND REVISION**1.0 PURPOSE**

The purpose of this procedure is to delineate responsibilities for FNP Emergency Plan review and revision.

2.0 REFERENCES

2.1 FNP Emergency Plan

3.0 PROCEDURE

- 3.1 The Farley Project – Emergency Planning Coordinator (FP-EPC) is responsible for coordinating an annual (not to exceed 15 months) review of the FNP emergency plan and General Office Emergency Implementing Procedures (GO-EIPs).
- 3.2 The Emergency Communication Organization and SNC Medical Department will be requested to review their portions of the plan and provide changes as necessary.
- 3.3 Alabama, Georgia and Florida REP's referenced in the FNP plan will be verified to be current or updated with the latest REP version(s) as necessary.
- 3.4 University Hospital and Southeast Alabama Medical Center plans contained in the FNP Plan will be verified current or updated with the latest plan version(s) as necessary.
- 3.5 The FNP Nuclear Plant General Manager is responsible for having the plan reviewed and providing plant inputs on plan update.
- 3.6 The FP-EPC is responsible for reviewing plan sections describing Farley Project Corporate organization and functions.
- 3.7 The FP-EPC will review all agreements to verify they are current. The FP-EPC will coordinate revision of agreements requiring such action.
- 3.8 Plan revisions resulting from the above reviews shall be consolidated and submitted to the Nuclear Plant General Manager . The Nuclear Plant General Manager will have PORC review coordinated and provide approval. The FP-EPC will then coordinate Farley Project Corporate review and Vice President – Project (Farley) approval.

3.9 For Emergency Plan agreements which continue until one of the parties to the agreement notifies the other parties of an intention to terminate, the FP-EPC will verify at least every three years that the parties to the agreement are aware of the agreement's existence and its terms and conditions. This action will normally be taken during the period provided by the agreement for notice of withdrawal.

4.0 QA RECORDS

4.1 Revisions to the emergency plan and the associated safety evaluation forms are considered lifetime QA records as specified for procedure revisions in 4.2 GO-NG-1. No other documents generated under this procedure are considered QA records.