

Southern Nuclear Operating Company  
Vogtle Electric Generating Plant  
Post Office Box 1600  
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Energy to Serve Your World<sup>SM</sup>

February 6, 2003

U. S. Nuclear Regulatory Commission  
ATTN: Document Control Desk  
Washington, DC 20555

NOT-03860

VOGTLE ELECTRIC GENERATING PLANT  
EMERGENCY PLAN IMPLEMENTING PROCEDURE REVISIONS

Gentlemen:

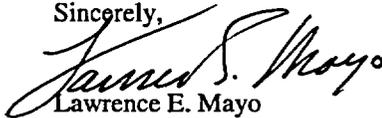
In accordance with 10 CFR 50.4, as required by 10 CFR 50, Appendix E, Part V, Southern Nuclear hereby submits the following revision(s) to the Vogtle Emergency Plan Implementing Procedure(s):

<u>Procedure</u>	<u>Revision</u>	<u>Effective Date</u>
91104-C	18	01/29/2003
91202-C	13	01/29/2003
91306-C	14	01/29/2003
91401-C	15	01/29/2003

By copy of this letter, the NRC Region II Administrator and the Site NRC Senior Resident Inspector will receive one copy each of the revision(s).

Please contact Lawrence Mayo at (706) 826-3356 if you have questions.

Sincerely,

  
Lawrence E. Mayo  
Emergency Preparedness Coordinator

LEM:jjm

Enclosure: Emergency Plan Implementing Procedure(s)

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A045

Approved By <b>W.L. Bargeron</b>	<b>Vogtle Electric Generating Plant</b> 	Procedure Number <b>91104-C</b>	Rev <b>18</b>
Date Approved <b>01/29/2003</b>	<b>DUTIES OF THE OSC MANAGER</b>	Page Number <b>1 of 13</b>	

**REFERENCE USE PROCEDURE**

**PRB REVIEW REQUIRED**

**1.0 PURPOSE**

The purpose of this procedure is to provide instructions to the Operations Support Center (OSC) Manager for overall direction of the OSC.

**2.0 RESPONSIBILITIES**

**2.1 OSC MANAGER**

2.1.1 The OSC Manager shall have the following responsibilities:

2.1.1.1 Managing the OSC and directing OSC emergency response personnel.

2.1.1.2 Coordinating staff resources available in the OSC and ensuring proper composition of Radiological Emergency Teams (RETs)

2.1.1.3 Allocating emergency equipment and supplies.

2.1.1.4 Supervising the movement of OSC personnel in the plant and onsite except those assigned to the Technical Support Center (TSC), Security Department, Control Room and those assigned to In-Plant or Field Monitoring Teams.

2.1.1.5 Ensuring that all VEGP employees and vendor/contractors reporting to the OSC meet the requirements of the Fitness For Duty (FFD) policy for recall of off-duty personnel.

2.1.1.6 Ensuring that all teams receive a proper briefing to include radiological conditions.

2.1.1.7 Conducting and maintaining personnel accountability for those personnel assigned to the OSC.

2.1.1.8 Ordering evacuation of OSC once approved by the TSC Manager.

**3.0 PREREQUISITES**

An Alert, Site Area Emergency or General Emergency has been declared or the Emergency Director (ED) has ordered activation of the OSC.

**4.0 PRECAUTIONS**

4.1 This procedure shall not take priority over measures required to maintain or restore the plant to a safe operating condition.

Approved By <b>W.L. Barger</b>	<b>Vogtle Electric Generating Plant</b> 	Procedure Number <b>91104-C</b>	Rev <b>18</b>
Date Approved <b>01/29/2003</b>	<b>DUTIES OF THE OSC MANAGER</b>	Page Number <b>2 of 13</b>	

**4.2** This procedure does not replace any operating procedure. During an emergency condition, the OSC Manager will continue to use appropriate plant procedures in parallel with this and other Emergency Plan Implementing Procedures.

**5.0** **PROCEDURE**

**5.1** **OSC ACTIVATION**

The OSC Manager shall report to the OSC, receive a briefing from the TSC Manager or ED (TSC not activated) and implement the OSC Manager's Checklist.

**5.2** **STAFF SUPERVISION**

**5.2.1** The OSC Manager shall provide direction to the activities of the OSC Staff which may consist of the following:

**5.2.1.1** Health Physics/Chemistry Foreman

**5.2.1.2** Maintenance Foreman (Mechanical)

**5.2.1.3** Maintenance Foreman (Electrical)

**5.2.1.4** I&C Foreman

**5.2.1.5** I&C Technicians

**5.2.1.6** Mechanics

**5.2.1.7** Electricians

**5.2.1.8** HP Technicians

**5.2.1.9** Chemistry Technicians

**5.2.1.10** System Operators

**5.2.1.11** Off-Shift Personnel or others assigned to OSC

**5.2.1.12** OSC Status Loop Communicator (s)

**5.2.2** In addition to providing manpower for Emergency Teams, OSC Staff should be employed to assist in developing possible preventive and corrective actions.

Approved By <b>W.L. Barger</b>	<b>Vogle Electric Generating Plant</b> 	Procedure Number <b>91104-C</b>	Rev <b>18</b>
Date Approved <b>91/29/2003</b>	<b>DUTIES OF THE OSC MANAGER</b>	Page Number <b>3 of 13</b>	

**6.0      REFERENCES**

**6.1      VEGP EMERGENCY PLAN**

**6.2      PROCEDURES**

- 6.2.1      91101-C,      "Emergency Response Organization"
- 6.2.2      91202-C,      "Activation And Operation Of The OSC"
- 6.2.3      91204-C,      "Emergency Response Communications"
- 6.2.4      91301-C,      "Emergency Exposure Guidelines"
- 6.2.5      91302-C,      "In-Plant Sampling And Surveys"
- 6.2.6      91303-C,      "Field Sampling And Surveys"
- 6.2.7      91305-C,      "Protective Action Guidelines"
- 6.2.8      91306-C,      "Contamination Monitoring And Decontamination"
- 6.2.9      91307-C,      "Contaminated Injury"
- 6.2.10     91401-C,      "Assembly And Accountability"
- 6.2.11     92000-C,      "Fire Protection Program"
  
- 6.3      NUREG-0654, FEMA-REP-1, Rev. 1, "Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants"**

**END OF PROCEDURE TEXT**

Approved By <b>W.L. Barger</b>	<b>Vogle Electric Generating Plant</b> 	Procedure Number <b>91104-C</b>	Rev <b>18</b>
Date Approved <b>01/29/2003</b>	<b>DUTIES OF THE OSC MANAGER</b>	Page Number <b>4 of 13</b>	

**OSC MANAGER CHECKLIST**

Sheet 1 of 10

- DESIGNEES:**
- Maintenance Manager
  - Maintenance Superintendent
  - Maintenance Team Leader(s)

**RESPONSIBILITY:**

Perform OSC activation and report readiness to TSC Manager. Coordinate, assemble and dispatch manpower and equipment resources available at the OSC.

**INITIAL ACTIONS**

**NOTE**

TSC priorities may delay the completion of the activation checklist when teams are requested by the TSC, which are needed immediately for certain emergency situations. (i.e. First Aid, Search and Rescue, Damage assessment on a vital component)

1. Report to the OSC (Maintenance Building, second floor lunchroom).
2. Sign in on Emergency Response Facility Roster, Data Sheet 1 in Procedure 91202-C, "Activation And Operation of the Operations Support Center" and badge in on the OSC ACAT.
3. Assign an individual to ensure that all personnel reporting to the OSC sign in on the Emergency Response Facility Roster and badge in on the OSC ACAT.
4. Obtain OSC Managers Handbook and emergency identification badge.
5. Direct an individual to complete the OSC Activation Checklist in Procedure 91202-C.
6. As designated OSC staff begins reporting to the OSC, ensure they obtain copies of procedures, checklists and other supplies from OSC supply lockers.
7. When personnel, equipment and supplies are in a state of readiness to support the emergency, activate the OSC and inform the TSC Manager or ED in the Control Room (TSC not activated) that the OSC is activated. Maintain communications log and status boards. Provide an initial briefing.

Approved By <b>W.L. Barger</b>	<b>Vogtle Electric Generating Plant</b> 	Procedure Number <b>91104-C</b>	Rev <b>18</b>
Date Approved <b>01/29/2003</b>	<b>DUTIES OF THE OSC MANAGER</b>	Page Number <b>5 of 13</b>	

**OSC MANAGER CHECKLIST**

Sheet 2 of 10

**INITIAL ACTIONS (CONT'D)**

8. Conduct personnel accountability of OSC Staff (Procedure 91401-C, "Assembly And Accountability").
  - a. Ensure all personnel log in on OSC ACAT.
  - b. In addition, obtain the name and badge number (not ACAD) of all personnel and record on Data Sheet 2 or equivalent of Procedure 91401-C, "Assembly And Accountability".
  - c. If the ACAT is not operational, deliver a copy of the OSC Emergency Response Facility Roster to the PESB within 20 minutes of the notification of the event over the PA.
9. Dispatch visitors and non-involved personnel to the Administration Building.
10. Designate HP Technician(s) to staff the Health Physics (HP) access control point if not completed by HP Supervisor in the TSC.

**NOTE**

The initial field monitoring team will be briefed and dispatched by the TSC.

11. Form and dispatch (Notify the EOF Manager or TSC Manager) the second field monitoring team. Dispatch the third team if requested by the Dose Assessment Manager.

**NOTE**

Consult with HP Supervisor in TSC or HP Foreman to determine appropriate relocation center.

12. Assign a HP Technician or other qualified HP staff member to report with the Relocation Center Leader (Security Officer) to the offsite relocation center at an Alert to set up for contamination monitoring and decontamination should a Site Dismissal with monitoring be ordered.
13. Ensure that ALL VEGP employees and vendor/contractors reporting to the OSC meet the requirements of the Fitness For Duty (FFD) policy for recall of off-duty personnel. The Safety and Health Department is available to help make FFD determinations.
14. Establish communications per Procedure 91204-C, "Emergency Response Communications."

Approved By <b>W.L. Barger</b>	<b>Vogle Electric Generating Plant</b> 	Procedure Number <b>91104-C</b>	Rev <b>18</b>
Date Approved <b>01/29/2003</b>	<b>DUTIES OF THE OSC MANAGER</b>	Page Number <b>6 of 13</b>	

**OSC MANAGER CHECKLIST**

Sheet 3 of 10

**INITIAL ACTIONS (CONT'D)**

15. The OSC Manager has the option to release excess personnel to:

- a. Be sent home, after logging out, with instructions to return for a later shift or
- b. The maintenance building to relieve overcrowding.

If the OSC Manager elects option b the following steps should be taken:

- Designate personnel who can leave the OSC and have them log out.
- Instruct them not to leave the maintenance building unless approved by OSC Manager.
- Instruct remaining personnel not to leave OSC unless they log out and are relieved.
- Instruct all personnel that subsequent briefings will be given over the maintenance building public address system.
- Instruct all personnel to minimize entry and exit of the OSC and to always log in and out when going into and out of the maintenance building.
- Instruct Health Physics to conduct habitability surveys of the maintenance areas when applicable.

**SUBSEQUENT ACTIONS**

- 1.\* Maintain a current Emergency Response Facility Roster including assigned teams.
- 2.\* Periodically brief staff of plant conditions and work evolution's.

**OSC Habitability and Evacuation**

- 1.\* If a release has occurred, direct a HP Technician to conduct an area survey inside the OSC.
- 2. If the survey indicates airborne activity in excess of the criteria detailed in Procedure 91202-C, "Activation And Operation Of The OSC", immediately inform the HP Supervisor (at the TSC, if activated) or the ED (in Control Room if TSC not yet activated).
- 3. Receive instructions from the TSC Manager or designee concerning OSC evacuation and relocation.
- 4. Ensure all OSC staff and the OSC tool kit, flashlights, and other appropriate equipment are relocated. Inform the TSC Manager when evacuation and relocation have been completed.

\* Continuing Activity

Approved By <b>W.L. Bargeron</b>	<b>Vogle Electric Generating Plant</b> 	Procedure Number <b>91104-C</b>	Rev <b>18</b>
Date Approved <b>01/29/2003</b>	<b>DUTIES OF THE OSC MANAGER</b>	Page Number <b>7 of 13</b>	

**OSC MANAGER CHECKLIST**

Sheet 4 of 10

**SUBSEQUENT ACTIONS (CONT'D)**

**Radiological Emergency Teams (RETs) - General**

**NOTES**

- a. To expedite the dispatch of the RETs, direct the appropriate discipline OSC maintenance foreman to form and brief the teams.
  - b. One-person teams may be formed, briefed, and dispatched if there are no safety concerns and the radiological conditions are normal. (e.g., person to document control, person to warehouse, person to perform habitability of PESB)
  - c. The first letter of the Emergency Response Facility that the team is dispatched from should precede the team number. (i.e. "T-1" for the first team dispatched from the TSC or "O-1" for the first team dispatched from the OSC). Teams are to maintain the same name throughout the task assigned to them.
- 1.\* Ensure that RETs are staffed according to the requirements of the assignment and are properly briefed and equipped. (Briefing may occur at TSC or HP Control Point if appropriate.)
  - 2.\* Analyze potential exposures of RETs. Consult with the HP Foreman or the HP Supervisor if the TSC has been activated.
  - 3.\* If emergency exposures are projected to exceed 10CFR20 limits, ensure authorization has been obtained from the ED and that a Permit for Emergency Radiation Exposure (PERE) has been initiated.
  - 4.\* Inform RETs who are expected to receive emergency exposures in excess of 10CFR20 limits, consider the following selection criteria (Procedure 91301-C, "Emergency Exposure Guidelines").
    - a. Personnel should be familiar with the risks of exposure to high radiation levels which are likely during emergency conditions.
    - b. Personnel shall receive a briefing on the emergency situation. For exposures greater than 25 rem, personnel should be volunteers and aware of the risks involved.

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\* Continuing Activity

Approved By <b>W.L. Barger</b>	<b>Vogtle Electric Generating Plant</b> 	Procedure Number <b>91104-C</b>	Rev <b>18</b>
Date Approved <b>01/29/2003</b>	<b>DUTIES OF THE OSC MANAGER</b>	Page Number <b>8 of 13</b>	

**OSC MANAGER CHECKLIST**

**Sheet 5 of 10**

**SUBSEQUENT ACTIONS (CONT'D)**

- c. Declared pregnant women shall be excluded from receiving emergency exposures.
  - d. Emergency exposures in excess of 25 rem, for life saving missions, should be limited to one occurrence in a lifetime.
  - e. Administrative methods to minimize personnel exposure to As Low As Reasonably Achievable (ALARA) should remain in effect to the extent consistent with timely rescue, corrective and protective actions.
  - f. Personnel should wear dosimeters of a type and range appropriate for the anticipated exposure.
  - g. Protective clothing, respirators, self-contained breathing apparatus, and thyroid blocking agents (i.e., KI-Potassium Iodide) should be used as appropriate for the situation.
- 5.\* Ensure that Radiation Work Permits (as time permits) or PERE has been properly completed.
- 6.\* As necessary, ensure that potassium iodide (KI) is available for distribution to RETs.
- 7.\* Designate one person on each RET to be the RET Leader and instruct him to contact the OSC Communicator/Recorder at least every one-half hour via radio or plant telephone. In-Plant Monitoring Teams are to be instructed to contact HP Supervision via HP Control Point.
- 8.\* Appoint an on-the-scene response leader when teams from different disciplines or departments are dispatched in response to a plant emergency event.
- 9.\* When briefing RETs, include the following information:
- a. Radiological conditions (high external radiation levels, surface or airborne contamination), ALARA, and stay times. (This step may be performed at the HP control point.)
  - b. Other emergency conditions and hazards (fire, steam, etc.)
  - c. Equipment and supplies needed and location.
  - d. Special instructions on communications.

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\* Continuing Activity

Approved By <b>W.L. Bargeron</b>	<b>Vogtle Electric Generating Plant</b> 	Procedure Number <b>91104-C</b>	Rev <b>18</b>
Date Approved <b>01/29/2003</b>	<b>DUTIES OF THE OSC MANAGER</b>	Page Number <b>9 of 13</b>	

**OSC MANAGER CHECKLIST**

Sheet 6 of 10

**SUBSEQUENT ACTIONS (CONT'D)**

- e. Radiation Work Permit and/or PERE, as appropriate. Ensure RET is familiar with restrictions.
  - f. Use of potassium iodide per Procedure 91305-C, "Protective Action Guidelines".
  - g. Other information provided in checklist under specific area.
- 10.\* Track movements of RETs and have the OSC Communicator/Recorder or other OSC staff record team locations and other pertinent data on Status Boards.
- 11.\* Ensure that teams are debriefed upon return to the OSC and that important information obtained by the team is disseminated to the TSC. Report all unrecorded exposures to the HP Supervisor.

**Search and Rescue**

1. Upon instruction from the ED or TSC Manager, ensure that the following actions are taken to form and dispatch Search and Rescue Team(s).
  - a. Each team consists of at least two members that are familiar with the plant, one must be First-Aid trained.
  - b. At least one is a HP Technician if radiological conditions warrant.
2. Obtain information from Security concerning identification and last known location of missing persons.
3. Provide team(s) with search and rescue data:
  - a. I.D. of missing person(s).
  - b. Last known location (check Radiation Work Permit if one was issued).
  - c. Job individual(s) was/were working on.
  - d. Pertinent details of plant status.
  - e. Other information provided in checklist under RETs-General.

\* Continuing Activity

Approved By <b>W.L. Barger</b>	<b>Vogtle Electric Generating Plant</b> 	Procedure Number <b>91104-C</b>	Rev <b>18</b>
Date Approved <b>01/29/2003</b>	<b>DUTIES OF THE OSC MANAGER</b>	Page Number <b>10 of 13</b>	

**OSC MANAGER CHECKLIST**

Sheet 7 of 10

**SUBSEQUENT ACTIONS (CONT'D)**

4. If an ambulance is required, perform the following:
  - a. Inform the TSC Manager that an ambulance is required.
  - b. Designate one person to meet, prepare and accompany the ambulance to the injured person (Procedure 91307-C, "Contaminated Injury").
  - c. Inform Security of ambulance arrival (Procedure 91307-C, "Contaminated Injury") to expedite site access and issue dosimetry.

**Contaminated Injury**

1. Upon instruction from the Control Room, Emergency Director or TSC Manager, form First Aid Team (Procedure 91307-C, "Contaminated Injury").
  - a. Each team consists of at least two members, First Aid trained.
  - b. At least one is a HP Technician.

**NOTE**

Team members that are paged by the Control Room on the 911 pagers receive their brief, concerning the specifics of the event in step 2 below, when they call back to the Control Room.

2. Obtain information from the TSC Manager or his designee concerning specifics of the contaminated injury and brief the team.
  - a. Number of injured individual(s), names and affiliations.
  - b. Location (unit, building, elevation and column coordinates).
  - c. Injury type and severity.
  - d. Contamination of injured personnel.
3. Ensure that the team understands priorities of treatment of injury, monitoring, and decontamination.
4. Instruct the team to maintain communications with the OSC Communicator/Recorder.

Approved By <b>W.L. Barger</b>	<b>Vogle Electric Generating Plant</b> 	Procedure Number <b>91104-C</b>	Rev <b>18</b>
Date Approved <b>01/29/2003</b>	<b>DUTIES OF THE OSC MANAGER</b>	Page Number <b>11 of 13</b>	

**OSC MANAGER CHECKLIST**

Sheet 8 of 10

**SUBSEQUENT ACTIONS (CONT'D)**

5. Ensure that the HP Technicians are aware of their responsibilities during and after the transport of contaminated injured personnel offsite (see Procedure 91307-C, "Contaminated Injury").

**Damage Assessment/Control/Repair**

1. Receive information from TSC Manager, Maintenance Supervisor and HP Supervisor on the following items.
  - a. Work to be performed, location and route.
  - b. Number of people required.
  - c. Requirements to follow normal work order procedures.
2. Form, brief and dispatch Damage Control Team, upon direction from Control Room or TSC.
  - a. In Contaminated or High Radiation Areas, team shall consist of at least two members, one of whom shall be an HP Technician, and other necessary Technicians or Equipment Operators.
  - b. In the absence of work in high radiation areas, the team must consist of at least two members but need not include an HP Technician.
3. Receive report from RET Leader (or appropriate OSC Supervisor) upon leaving if task cannot be completed in allotted stay time or allotted dose.

**In-Plant Monitoring Teams**

1. Upon request from the HP Supervisor, form and dispatch In-Plant Monitoring Teams (Procedure 91302-C, "In-Plant Sampling And Surveys").
  - a. Each team consists of at least two members.
  - b. At least one is a HP technician.
2. Ensure that teams understand that they report to the HP Supervisor at the TSC through the HP Control Point.
3. Account for the teams until notified by the HP Supervisor that team accountability has been assumed by the TSC.

**OSC MANAGER CHECKLIST**

**SUBSEQUENT ACTIONS (CONT'D)**

**Field Monitoring Teams**

1. Upon activation of the OSC, dispatch two (2) qualified personnel (1 team) per Procedure 91303-C, "Field Sampling And Surveys." Dispatch total of four (4) personnel (2 teams), if requested by the Dose Assessment Manager. Inform the EOF or TSC HP Supervisor when teams have been dispatched.
2. Account for the Field Monitoring Teams until notified by the Dose Assessment Manager or HP Supervisor that team accountability has been assumed by the EOF.

**Site Dismissal with Monitoring**

1. At the Alert level, dispatch a monitoring team (Health Physics Tech or other qualified HP staff member and Relocation Center Leader assigned by Security) to the relocation center designated by the HP Supervisor.
2. When Site Dismissal with Monitoring is ordered, dispatch additional monitoring teams to the relocation center as needed.

**Fire**

1. Upon instruction from the TSC Manager or the ED, assemble and dispatch personnel to augment the Fire Brigade (Procedure 92000-C, "Fire Protection Program").
2. Inform the TSC Manager if offsite fire fighting assistance is required.

**Personnel**

- 1.\* Hold periodic briefings with key OSC staff to review the status of corrective and protective actions.
- 2.\* Maintain accountability of all OSC staff by periodically checking on team status and personnel located at OSC.
- 3.\* Coordinate OSC personnel requirements with the Support Coordinator or his designee at the TSC.

\* Continuing Activity

Approved By <b>W.L. Barger</b>	<b>Vogle Electric Generating Plant</b> 	Procedure Number <b>91104-C</b>	Rev <b>18</b>
Date Approved <b>01/29/2003</b>	<b>DUTIES OF THE OSC MANAGER</b>	Page Number <b>13 of 13</b>	

**OSC MANAGER CHECKLIST**

Sheet 10 of 10

**SUBSEQUENT ACTIONS (CONT'D)**

**Emergency Equipment and Supplies**

- 1.\* Manage the allocation of emergency equipment and supplies for the VEGP Emergency Response Teams.
- 2.\* As necessary, request additional equipment and supplies via the TSC Support Coordinator.

**Relief**

1. Complete General Relief Checklist in Procedure 91101-C, "Emergency Response Organization".

**Emergency Termination**

1. After the emergency condition has been declared terminated, proceed as follows:
  - a. Contact the TSC Manager or the ED to determine if OSC staff will be required during transition to the recovery phase.
  - b. Hold a final briefing with key OSC staff.
  - c. Ensure that all OSC staff are accounted for.
  - d. If Emergency Teams are still on assignment, ensure that they are informed of the transition to recovery phase and related reporting requirements.
  - e. Collect all logs and checklists and provide these to the TSC Manager.
2. Restore the OSC to the ready condition.
3. Inventory and seal all emergency kits.

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\* Continuing Activity

Approved By <b>W.L. Bargeron</b>	<b>Vogle Electric Generating Plant</b> 	Procedure Number <b>91202-C</b>	Rev <b>13</b>
Date Approved <b>01/29/2003</b>	<b>ACTIVATION AND OPERATION OF THE OPERATIONS SUPPORT CENTER</b>	Page Number <b>1 of 16</b>	

**REFERENCE USE PROCEDURE**

**PRB REVIEW REQUIRED**

**1.0 PURPOSE**

The purpose of this procedure is to provide instructions for the activation and operation of the Operations Support Center (OSC).

**2.0 RESPONSIBILITIES**

**2.1** The first knowledgeable person from the Emergency Response Organization (ERO) arriving at the OSC shall be responsible for initiating preparations to physically activate the OSC.

**2.2** The OSC Manager shall be responsible for declaring the OSC operational and coordinating Radiological Emergency Team (RET) formation and dispatch.

**2.3** The OSC Status Loop Communicator shall be responsible for supporting the OSC Manager with communications between the OSC and other Emergency Response Facilities and RETs.

**2.4** I&C Technicians, Electricians, Mechanics, Chemistry Technicians, Health Physics Technicians, oncoming shift personnel and off-shift operators shall be responsible for assisting in determining repair/damage control alternatives, corrective actions and serving as members of RETs.

**2.5** The TSC Manager shall be responsible for ordering evacuation of the OSC based upon recommendations from the OSC Manager and/or the Health Physics Supervisor.

**3.0 PREREQUISITES**

**3.1** An Alert, Site Area Emergency or General Emergency has been declared or the Emergency Director (ED) has ordered activation of the OSC.

**3.2** For a Notification of Unusual Event, the ED may order partial activation of the OSC to provide manpower resources for assignment to RETs.

**4.0 PRECAUTIONS**

If the radiological conditions indicate that the OSC is uninhabitable, the TSC Manager should consider evacuation of the OSC and to reassemble at the TSC and/or the EOF.

Approved By <b>W.L. Barger</b>	<b>Vogle Electric Generating Plant</b> 	Procedure Number <b>91202-C</b>	Rev <b>13</b>
Date Approved <b>01/29/2003</b>	<b>ACTIVATION AND OPERATION OF THE OPERATIONS SUPPORT CENTER</b>	Page Number <b>2 of 16</b>	

**5.0      PROCEDURE**

**5.1      ACTIVATION**

5.1.1      The ED shall order activation of the OSC, which is located on the second floor of the Maintenance Building, and notifications of appropriate OSC staff will be made per Procedure 91002-C, "Emergency Notifications". The OSC will be operational (capable of being activated) within about an hour of initial notification.

**NOTES**

OSC personnel that are already in the field performing their emergency duties may be credited as minimum shift staffing for activation. (i.e. HP Technicians/FMT members/crafts).

5.1.1.1      To declare the facility activated the following minimum OSC staff must be present to perform the following functions:

<u>POSITION</u>	<u>FUNCTION</u>
• OSC Manager	OSC Management
• Health Physics Technicians (2) (May be located at TSC or HPCP)	Radiation Protection/First Aid
• Field Monitoring Personnel (2) (Filled by on-shift personnel for first FMT)	Offsite Surveys
• Electricians (2)	Electrical Maintenance
• Mechanics (2)	Mechanical Maintenance
• Instrument & Control Technicians (2)	Instrument & Control Maintenance

**NOTE**

The first letter of the Emergency Response Facility that the team is dispatched from should precede the team number. (i.e. "T-1" for the first team dispatched from the TSC or "O-1" for the first team dispatched from the OSC). Teams are to maintain the same name throughout the task assigned to them.

5.1.2      The following personnel who are members of the RETs, shall report to the OSC, obtain dosimetry and emergency identification badges, sign in on the "Emergency Response Facility Roster", Data Sheet 1, or similar form, set up work stations inclusive of status boards, and follow the directions of the OSC Manager:

Approved By <b>W.L. Barger</b>	<b>Vogtle Electric Generating Plant</b> 	Procedure Number <b>91202-C</b>	Rev <b>13</b>
Date Approved <b>01/29/2003</b>	<b>ACTIVATION AND OPERATION OF THE OPERATIONS SUPPORT CENTER</b>	Page Number <b>3 of 16</b>	

- 5.1.2.1 Maintenance Team Leaders/Assistant Team Leaders not assigned to the TSC.
- 5.1.2.2 I&C Technicians
- 5.1.2.3 Mechanics
- 5.1.2.4 Electricians
- 5.1.2.5 Chemistry and Health Physics Technicians not assigned to TSC or control point.
- 5.1.2.6 Other Operators
- 5.1.2.7 OSC Support Staff Personnel
  - 5.1.2.7.1 Nuclear Specialist
  - 5.1.2.7.2 Work Planners
  - 5.1.2.7.3 Quality Control Specialist
  - 5.1.2.7.4 Performance Team Technical Staff
- 5.1.2.8 OSC Status Loop Communicator(s)
- 5.1.3 If other personnel have assumed their assigned position, stand by the OSC for second shift duty or other assignment in accordance with directions from the OSC Manager.
- 5.1.4 The OSC Manager shall report OSC readiness per the OSC Manager Checklist, Procedure 91104-C, "Duties Of The OSC Manager".
- 5.2 FUNCTIONS AND OPERATIONS**
  - 5.2.1 After activation, the following functions shall be performed at the OSC according to the organization shown in Figure 1:
    - 5.2.1.1 Serve as the assembly and staging area for personnel pooled for emergency response.
    - 5.2.1.2 Respond to requests from the ED and TSC concerning deployment of RETs.
    - 5.2.1.3 Management of emergency equipment and supplies.
    - 5.2.1.4 Coordination of movement of personnel in the plant and onsite, except for those assigned to the TSC and Control Room.

Approved By <b>W.L. Barger</b>	<b>Vogle Electric Generating Plant</b> 	Procedure Number <b>91202-C</b>	Rev <b>13</b>
Date Approved <b>01/29/2003</b>	<b>ACTIVATION AND OPERATION OF THE OPERATIONS SUPPORT CENTER</b>	Page Number <b>4 of 16</b>	

- 5.2.2 The OSC Manager shall coordinate the activities of the Search and Rescue, First Aid, Damage Assessment, Damage Control, and Repair and Modification Teams. This shall include ensuring that teams are properly briefed and equipped prior to dispatch and debriefed upon return to the OSC. He shall maintain a communications logbook and ensure that important information obtained by these teams is disseminated to the TSC and Control Room, as appropriate.
- 5.2.3 The OSC Manager shall issue vehicle and fuel pump keys to the offsite survey teams.
- 5.2.4 The OSC Status Loop Communicator(s) shall report directly to the OSC Manager and maintain communications logs and status boards.
- 5.2.5 The OSC support staff personnel shall conduct personnel accountability of OSC Staff, under the direction of the OSC Manager, per Procedure 91401-C, "Assembly and Accountability".
- 5.2.6 Technicians, Off-shift Operators and oncoming shift personnel shall assist the OSC Manager and serve as members of emergency teams. Team members shall be qualified as RET members. Each team shall include at least one health physics technician if radiological conditions warrant. The composition of teams, reporting requirements and appropriate procedures/checklists are as follows:
- 5.2.6.1 Search and Rescue Team
- a. Designees and Qualifications:

At least two members that are familiar with the plant and ONE must be First Aid-trained, ONE being a Health Physics Technician if radiological conditions warrant. Team formed by OSC Manager or designee.
  - b. Reporting Requirements:

Team Leader (designated by OSC Manager) reports to the OSC Manager directly, or via OSC Foreman/Supervisor at least every one-half hour by hand-held radio, plant telephone, or page.
  - c. Procedure/Checklist:

Procedure 91306-C, "Contamination Monitoring and Decontamination".

Approved By <b>W.L. Barger</b>	<b>Vogle Electric Generating Plant</b> 	Procedure Number <b>91202-C</b>	Rev <b>13</b>
Date Approved <b>01/29/2003</b>	<b>ACTIVATION AND OPERATION OF THE OPERATIONS SUPPORT CENTER</b>	Page Number <b>5 of 16</b>	

**NOTE**

First Aid Team members that are paged by the Control Room on the 911 pagers receive their brief, concerning the specifics of the event, when they call back to the Control Room.

**5.2.6.2 First Aid Team**

**a. Designees and Qualifications:**

At least two members, who are First Aid-trained, ONE being a Health Physics Technician if the injured person is potentially contaminated.

**b. Reporting Requirements:**

Team Leader (designated by OSC Manager) reports to the OSC Manager directly or via OSC Foreman/Supervisor at least every one-half hour by hand-held radio, plant telephone or page.

**c. Procedures/Checklists:**

Procedure 91306-C, "Contamination Monitoring and Decontamination".

Procedure 91307-C, "Contaminated Injury".

**5.2.6.3 Damage Assessment/Control Team**

**a. Designees and Qualifications:**

At least two appropriately qualified OSC personnel. Formed by OSC Manager or designee.

**b. Reporting Requirements:**

Team Leader (designated by OSC Manager) reports to OSC Manager directly or via OSC Foreman/Supervisor at least every one-half hour by hand-held radio, plant telephone or page.

**c. Procedure/Checklist:**

Procedure 91306-C, "Contamination Monitoring and Decontamination", if Health Physics Technician accompanies team.

Approved By <b>W.L. Barger</b>	<b>Vogtle Electric Generating Plant</b> 	Procedure Number <b>91202-C</b>	Rev <b>13</b>
Date Approved <b>01/29/2003</b>	<b>ACTIVATION AND OPERATION OF THE OPERATIONS SUPPORT CENTER</b>	Page Number <b>6 of 16</b>	

5.2.6.4 Repair and Modification Team

a. Designees and Qualifications:

At least two appropriately qualified OSC personnel. Formed by OSC Manager or designee.

b. Reporting Requirements:

Team Leader (designated by OSC Manager) reports to OSC Manager directly or via OSC Foreman/Supervisor at least every one-half hour by hand-held radio, plant telephone or page.

c. Procedures/Checklists:

Procedures 91306-C, "Contamination Monitoring and Decontamination", if Health Physics Technician accompanies team.

**NOTE**

In-plant monitoring teams are normally formed at the Health Physics Control Point.

5.2.6.5 In-Plant Monitoring Team

a. Designees and Qualifications:

At least two members, with at least one being a Health Physics Technician. Formed by OSC Manager or designee when dispatched from the OSC.

b. Reporting Requirements:

Team Leader (designated by OSC Manager when dispatched from the OSC) reports at least every one-half hour to Health Physics Supervisor or via Survey Team Communicator in the TSC by hand-held radio, plant telephone or page.

c. Procedure/Checklist:

Procedure 91302-C, "In-Plant Sampling and Surveys".

Approved By <b>W.L. Barger</b>	<b>Vogle Electric Generating Plant</b> 	Procedure Number <b>91202-C</b>	Rev <b>13</b>
Date Approved <b>01/29/2003</b>	<b>ACTIVATION AND OPERATION OF THE OPERATIONS SUPPORT CENTER</b>	Page Number <b>7 of 16</b>	

**5.2.6.6 Back-up Fire Brigade**

a. Designees and Qualifications:

Assigned Fire Brigade personnel. Formed by OSC Manager or designee.

b. Reporting Requirements:

Team Leader (designated by OSC Manager) reports to Fire Brigade Captain and OSC Manager when assigned task is completed.

c. Procedure/Checklist:

Procedure 92000-C, "Fire Protection Program".

**5.2.6.7 Field Monitoring Team**

a. Designees and Qualifications:

Assigned Field Monitoring Team (FMT) personnel. At least two members who are Field Monitoring Team trained.

b. Reporting Requirements:

Team Leader (designated by OSC Manager or designee) reports at least every one-half hour to the Dose Assessment Manager (or HP Supervisor if the EOF is not activated) via the Field Monitoring Team Communicator in TSC or EOF by mobile and/or hand held radio.

c. Procedures/Checklist

Procedure 91303-C, "Field Sampling and Surveys".

Procedure 91306-C, "Contamination Monitoring and Decontamination".

Approved By <b>W.L. Barger</b>	<b>Vogtle Electric Generating Plant</b> 	Procedure Number <b>91202-C</b>	Rev <b>13</b>
Date Approved <b>01/29/2003</b>	<b>ACTIVATION AND OPERATION OF THE OPERATIONS SUPPORT CENTER</b>	Page Number <b>8 of 16</b>	

5.2.6.8 Site Dismissal Team

a. Designees and Qualifications:

At least two members with one being a Health Physics Tech or other qualified HP staff member and an assigned Relocation Center Leader (Nuclear Security Officer). Team formed by the OSC Manager or his designee.

b. Reporting Requirements:

Team leader provides periodic progress report to the OSC Manager directly or via OSC Foreman/Supervisor by radio or telephone.

c. Procedures/Checklists:

Procedure 91306-C, "Contamination Monitoring and Decontamination"

Procedure 91403-C, "Site Dismissal", Relocation Center Leader Checklist

5.2.7

Prior to activation of the OSC, the ED may dispatch Emergency Teams from assigned shift personnel. In this case, teams will be formed by and report to the ED, or his designee.

**NOTES**

a. Communications links available in the OSC are described in Procedure 91204-C, "Emergency Response Communications".

b. Emergency equipment and supplies stored at or near the OSC are detailed in Procedure 91702-C, "Emergency Equipment and Supplies" or 91705-C, "Inventory And Testing Of Emergency Preparedness Material/Equipment Which Are Not Part Of The Emergency Kits".

5.2.8

The OSC Manager will make provisions for a shift change within 12 to 16 hours of the initiation of the current shift.

Approved By <b>W.L. Barger</b>	<b>Vogtle Electric Generating Plant</b> 	Procedure Number <b>91202-C</b>	Rev <b>13</b>
Date Approved <b>01/29/2003</b>	<b>ACTIVATION AND OPERATION OF THE OPERATIONS SUPPORT CENTER</b>	Page Number <b>9 of 16</b>	

### 5.3 OSC EVACUATION

5.3.1 Evacuation of the OSC should be considered if the facility is not functional or its radiological conditions reach or exceed either or both of the following values:

- a. Dose Rate = 100 mRem/hr
- b. Iodine Activity =  $2.7E-7$   $\mu$ Ci/cc

5.3.2 The TSC Manager may order evacuation of the OSC as recommended by the OSC Manager. He shall instruct the OSC Manager to relocate staff, equipment and supplies to the TSC and/or the EOF, as appropriate.

5.3.3 The OSC Manager shall determine the reassembly points for the OSC staff and direct the evacuation. Personnel who may be called on for immediate support will be relocated to the TSC.

5.3.4 The OSC Manager shall contact all RETs performing in-plant activities and inform them of OSC evacuation, interim communications methods and reassembly locations.

5.3.5 The OSC Manager shall keep the TSC Manager apprised of all phases of the evacuation and shall report completion of relocation.

### 6.0 REFERENCES

#### 6.1 VEGP EMERGENCY PLAN

#### 6.2 PROCEDURES

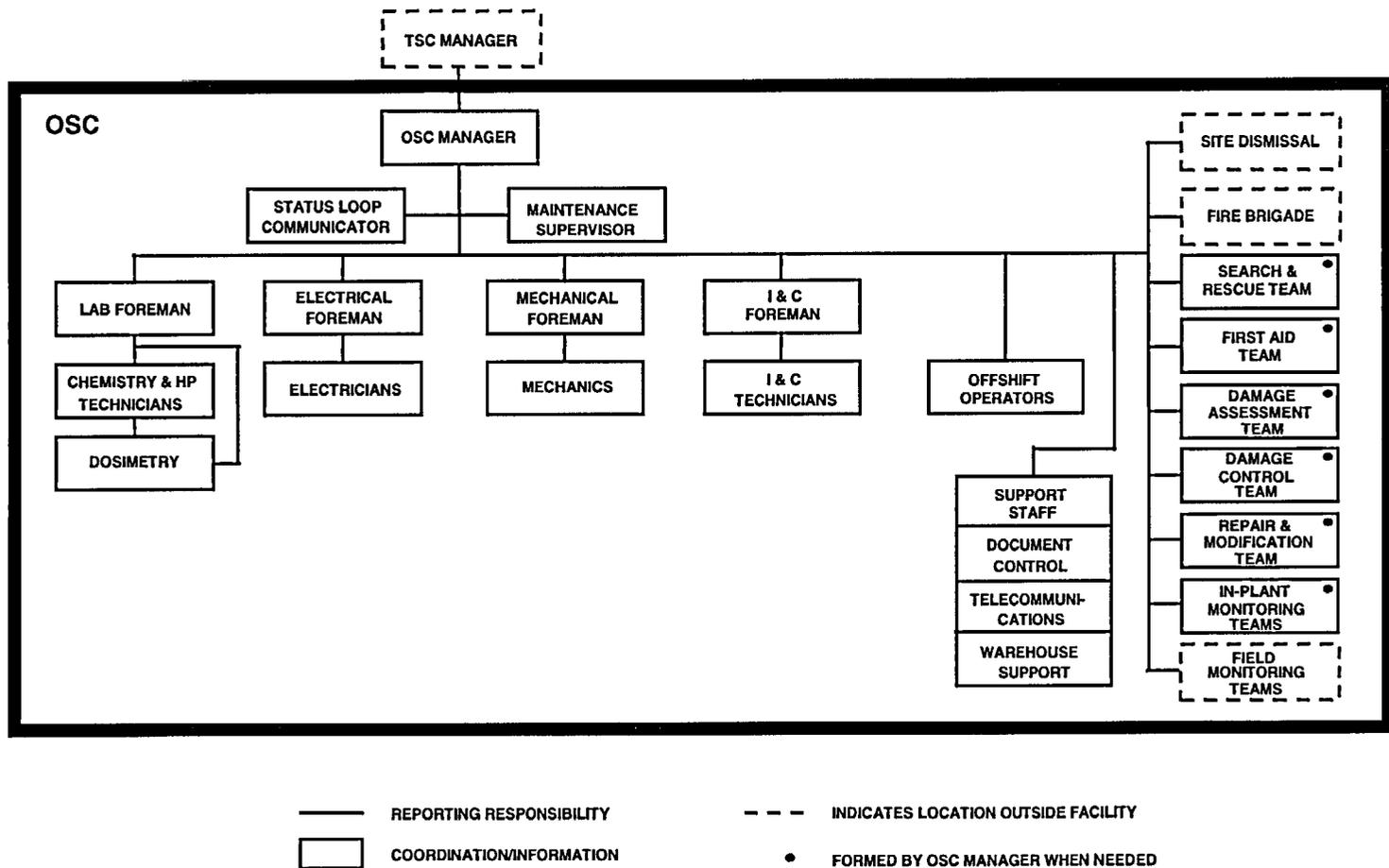
- 6.2.1 91002-C, "Emergency Notifications"
- 6.2.2 91104-C, "Duties of the OSC Manager"
- 6.2.3 91204-C, "Emergency Response Communications"
- 6.2.4 91302-C "In-Plant Sampling and Surveys"
- 6.2.5 91303-C, "Field Sampling And Surveys"
- 6.2.6 91306-C, "Contamination Monitoring and Decontamination"

Approved By <b>W.L. Barger</b>	<b>Vogle Electric Generating Plant</b> 	Procedure Number <b>91202-C</b>	Rev <b>13</b>
Date Approved <b>01/29/2003</b>	<b>ACTIVATION AND OPERATION OF THE OPERATIONS SUPPORT CENTER</b>	Page Number <b>10 of 16</b>	

- 6.2.7      91307-C,      "Contaminated Injury"
- 6.2.8      91401-C,      "Assembly and Accountability"
- 6.2.9      91702-C,      "Emergency Equipment And Supplies"
- 6.2.10     91705-C,      "Inventory And Testing Of Emergency Preparedness Material/Equipment Which Are Not Part Of The Emergency Kits"
- 6.2.11     92000-C,      "Fire Protection Program"
- 6.3         NUREG-0654, FEMA-REP-1, Rev 1, "Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants"
- 6.4         NUREG-0696, "Functional Criteria for Emergency Response Facilities"

**END OF PROCEDURE TEXT**

**OSC ORGANIZATION CHART**



**FIGURE 1**



**DATA SHEET 2**

**HABITABILITY SURVEY**

**OSC FACILITY**

Date \_\_\_\_\_

Time (once per hour minimum)							
Dose Rate (100 mRem/hr limit)							
Iodine Activity (2.7E-7 µCi/cc limit)							
Air Sample Activity							
Swipe Survey							
OSC Manager and HP Supervisor advised of the results							
Performed by initials							

Approved By <b>W.L. Bargeron</b>	<b>Vogle Electric Generating Plant</b> 	Procedure Number <b>91202-C</b>	Rev <b>13</b>
Date Approved <b>01/29/2003</b>	<b>ACTIVATION AND OPERATION OF THE OPERATIONS SUPPORT CENTER</b>	Page Number <b>14 of 16</b>	

Sheet 1 of 1

### OSC ACTIVATION CHECKLIST

#### RESPONSIBILITY:

All personnel reporting to the OSC shall prepare the OSC physically for use by the VEGP Emergency Response Organization.

#### INITIAL ACTIONS

1. Badge in on the OSC ACAT.
2. Review the OSC Floor Plan per layout posted in OSC.
3. Sign in on the Emergency Response Facility Roster and answer Fitness for Duty (FFD) question. (FFD question for recalled personnel only).
4. Remove emergency response materials and equipment from storage areas and arrange physical facilities per layout posted in OSC.
5. Remove telephones, emergency identification badges, status boards, copies of procedures, checklists, maps and other equipment/supplies from the OSC Emergency Kit and prepare the OSC for activation.
6. Check operability of telephones by lifting receiver and listening for a dial tone.
7. Perform radio check of hand held radios (Ops, HP, Mech, Elec/I&C and FMT/REX Channels).

#### **NOTES**

OSC personnel that are already in the field performing their emergency duties may be credited as minimum shift staffing for activation. (i.e. HP Technicians/FMT members/crafts).

8. Ensure that the minimum OSC staff that is needed for activation is present per section 5.1.1.1 of this procedure.
9. Report readiness to the OSC Manager.
10. If the OSC Manager has not arrived, begin completing OSC Manager Checklist in Procedure 91104-C, "Duties Of The OSC Manager".
11. Establish your workstation and await instructions from the OSC Manager or TSC Manager.

Approved By <b>W.L. Barger</b>	<b>Vogtle Electric Generating Plant</b> 	Procedure Number <b>91202-C</b>	Rev <b>13</b>
Date Approved <b>01/29/2003</b>	<b>ACTIVATION AND OPERATION OF THE OPERATIONS SUPPORT CENTER</b>	Page Number <b>15 of 16</b>	

**LAB FOREMAN CHECKLIST**

Sheet 1 of 2

**POSITION FILLED BY:**      HP Foreman

**INITIAL ACTIONS**

1.            Report to the OSC.
2.            Sign-in on the Emergency Response Facility Roster and badge in on OSC ACAT.
3.            Obtain work packets. (Packets located in the OSC document control cabinet.)
4.            Obtain briefings from OSC Manager, senior on-shift Health Physics Technician or HP Supervisor (from TSC) on status of plant and any releases.
5.            Advise OSC Manager when ready for operation and begin maintaining appropriate logs and checklists.
6.            Establish an unmanned personnel-monitoring station at the entrance to the OSC.
7.            Periodically monitor conditions in accordance with the Habitability Checklist on the following sheet.

**SUBSEQUENT ACTIONS**

1.            Assign Health Physics Technicians to Radiological Emergency Teams (RETs) if radiological conditions warrant or are unknown in areas where teams will be working. (i.e., Plant Entry Security Building, Secondary Alarm Station, Supervisor Nuclear Security office).

**NOTE**

- a.            Do not use a designated emergency response field-monitoring vehicle for transportation to the relocation center. Non-emergency department vehicle keys may be obtained from the maintenance tool room (Maintenance Building) and Human Resources department (Administrative Building).
  - b.            Ensure that the offsite relocation team takes their procedure manual when dispatched from OSC.
2.            Assign Health Physics personnel to report with the Relocation Center Leader (Nuclear Security Officer) to the offsite relocation center at an ALERT to set up for decontamination, should a Site Dismissal with monitoring be ordered.

Approved By <b>W.L. Barger</b>	<b>Vogle Electric Generating Plant</b> 	Procedure Number <b>91202-C</b>	Rev <b>13</b>
Date Approved <b>01/29/2003</b>	<b>ACTIVATION AND OPERATION OF THE OPERATIONS SUPPORT CENTER</b>	Page Number <b>16 of 16</b>	

**LAB FOREMAN CHECKLIST**

Sheet 2 of 2

**SUBSEQUENT ACTIONS CONTINUED**

**OFFSITE PERSONNEL MONITORING AND DECONTAMINATION  
(SITE DISMISSAL WITH MONITORING)**

1. Upon instruction from the HP Supervisor, dispatch available HP Foreman or Health Physics personnel to the Plant Entry and Security Building Exit to monitor personnel as they evacuate the protected area. Exiting personnel should be frisked for contamination if they alarm the high sensitivity portal monitors.
2. If exiting personnel are found to be contaminated, have any contaminated clothing removed and provide temporary coveralls and shoe covers. Direct individuals to the offsite relocation center or other appropriate location for decontamination.
3. When required, request permission from the TSC to dispatch additional monitoring teams to the assigned relocation center.
4. Remain in contact with the offsite relocation center (via radio channel FMT/REX or telephone) to review the progress of offsite monitoring and decontamination activities.

**OSC RADIOLOGICAL HABITABILITY CHECKLIST**

1. \*Periodically monitor radiological conditions in the area if a radiological release is suspected or occurring.
2. \*Log the time, dose rate (if appropriate), air sample results, iodine concentration and swipe survey results. (Use Data Sheet 2 or similar form)
3. Report findings to the HP Supervisor and OSC Manager.

---

\*Continuing Activity

Approved By <b>W.L. Bargeron</b>	<b>Vogtle Electric Generating Plant</b> 	Procedure Number <b>91306-C</b>	Rev <b>14</b>
Date Approved <b>01/29/2003</b>	<b>CONTAMINATION MONITORING AND DECONTAMINATION</b>	Page Number <b>1 of 14</b>	

**REFERENCE USE PROCEDURE**

**PRB REVIEW REQUIRED**

**1.0 PURPOSE**

The purpose of this procedure is to provide instructions for the (survey) monitoring and decontamination of personnel, critical areas and/or equipment during emergency conditions.

**2.0 RESPONSIBILITIES**

**2.1** Health Physics (HP) personnel (HP Specialist, HP Technician, or other personnel qualified to execute HP procedures) are responsible for performing the monitoring and decontamination activities.

**2.2** The Health Physics (HP) Supervisor is responsible for record keeping related to monitoring and decontamination.

**2.3** The TSC Manager, Maintenance Supervisor, HP Supervisor, and Operations Supervisor shall be responsible for determining the critical need of areas and/or equipment, and the subsequent need for decontamination of these areas and/or equipment.

**3.0 PREREQUISITES**

**3.1** An emergency has been declared per Procedure 91001-C, "Emergency Classification And Implementing Instructions".

**4.0 PRECAUTIONS**

**4.1** All decontamination solutions used to remove contamination must be treated as radioactive waste. Wash water and solutions from the personnel decontamination processes, along with contaminated articles, clothing and waste materials shall be collected and placed in containers or bags for processing and disposal.

**4.2** Any food, tobacco or potable liquids that are inside a radiation controlled area (RCA), will be considered potentially contaminated. Health Physics will survey to determine the proper disposition.

**4.3** Personnel performing contamination monitoring and decontamination shall not exceed 10CFR20 occupational exposure limits.

Approved By <b>W.L. Barger</b>	<b>Vogtle Electric Generating Plant</b> 	Procedure Number <b>91306-C</b>	Rev <b>14</b>
Date Approved <b>01/29/2003</b>	<b>CONTAMINATION MONITORING AND DECONTAMINATION</b>	Page Number <b>2 of 14</b>	

**5.0      PROCEDURE**

**5.1      ONSITE PERSONNEL MONITORING AND DECONTAMINATION**

5.1.1      The HP Supervisor shall assign a HP Foreman the responsibility for onsite personnel monitoring and decontamination.

5.1.2      HP Foreman, assigned the responsibility of onsite monitoring and decontamination, shall:

5.1.2.1      Assign health physics personnel to perform monitoring of all personnel leaving affected areas.

5.1.2.2      Direct health physics technicians to provide periodic updates and lists of contaminated personnel.

5.1.3      Health Physics personnel shall perform onsite monitoring and decontamination in accordance with standard health physics practices and maintain appropriate records using the Health Physics Personnel Checklist as a guide for these activities.

**5.2      ESTABLISHMENT OF PERSONNEL DECONTAMINATION AREAS**

5.2.1      Health physics personnel assigned to perform monitoring and decontamination shall establish personnel decontamination areas as directed by the HP Foreman.

5.2.2      If the normal decontamination facility located at the First Aid/Decon area in the Control Building is unavailable due to Control Building evacuation or background radiation levels in excess of 300 cpm, the HP Foreman shall select a suitable location where drains may be routed to a holdup tank.

**5.3      OFFSITE PERSONNEL MONITORING AND DECONTAMINATION**

5.3.1      The HP Supervisor shall assign HP personnel the responsibility for offsite personnel monitoring and decontamination.

5.3.2      At an Alert, the assigned HP personnel will report with the Relocation Center Leader (a Security Officer) to the offsite relocation center to monitor personnel as they arrive and perform any required decontamination.

5.3.3      Health Physics personnel assigned to the relocation center shall perform offsite personnel monitoring and decontamination in accordance with standard health physics practices and maintain appropriate records using the Health Physics Personnel Checklist as a guide for these activities.

Approved By <b>W.L. Barger</b>	<b>Vogtle Electric Generating Plant</b> 	Procedure Number <b>91306-C</b>	Rev <b>14</b>
Date Approved <b>01/29/2003</b>	<b>CONTAMINATION MONITORING AND DECONTAMINATION</b>	Page Number <b>3 of 14</b>	

5.3.4 All personnel who are not contaminated may be released after the release of their vehicle, if applicable, or may be retained to provide assistance during recovery.

5.3.5 HP personnel should supervise the monitoring of personnel as they evacuate the Protected Area at the Security Building exit prior to reporting to the designated relocation center, if there has been a release of radioactive material.

#### **5.4 AREA/EQUIPMENT MONITORING AND DECONTAMINATION**

5.4.1 The TSC Manager, Maintenance Supervisor, Operations Supervisor or HP Supervisor should determine which contaminated area(s) and/or equipment are crucial to the needs of the emergency organization and should be decontaminated for further use.

5.4.2 Upon the recommendation of the HP Supervisor, the TSC Manager shall request the OSC Manager to deploy a decontamination team from the OSC or the HP control point.

5.4.3 Decontamination teams should consist of at least one person qualified to perform health physics procedures and necessary mechanical, electrical or maintenance personnel.

5.4.4 Health Physics personnel shall conduct area/equipment monitoring and decontamination in accordance with standard health physics practices and maintain appropriate records using the Health Physics Personnel Checklist as a guide for these activities.

#### **5.5 VEHICLE MONITORING AND DECONTAMINATION**

5.5.1 The HP Supervisor normally assigns HP personnel the responsibility for vehicle monitoring and decontamination. This may be the same individual responsible for offsite personnel monitoring and decontamination.

5.5.2 The assigned HP personnel shall report to the offsite relocation center to monitor vehicles and perform decontamination, if necessary. (These can be the same individuals that were assigned to monitor personnel that exited the protected area.)

5.5.3 Health Physics personnel shall conduct vehicle monitoring and decontamination in accordance with standard health physics practices and maintain appropriate records using the Health Physics Personnel Checklist as a guide for these activities.

Approved By <b>W.L. Barger</b>	<b>Vogtle Electric Generating Plant</b> 	Procedure Number <b>91306-C</b>	Rev <b>14</b>
Date Approved <b>01/29/2003</b>	<b>CONTAMINATION MONITORING AND DECONTAMINATION</b>	Page Number <b>4 of 14</b>	

**6.0        REFERENCES**

**6.1        VEGP EMERGENCY PLAN**

**6.2        PROCEDURES**

6.2.1        91001-C,        "Emergency Classification And Implementing Instructions"

6.2.2        91307-C,        "Contaminated Injury"

6.2.3        43300-C,        "Personnel Decontamination"

**6.3        NUREG-0654, FEMA - REP-1, Rev. 1, "Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants"**

**6.4        EPA-400-R-92-001, "Manual Of Protective Action Guides And Protective Actions For Nuclear Incidents".**

**END OF PROCEDURE TEXT**



**TABLE 1**

**CONTAMINATION LIMITS**

**NOTE**

Decontamination to levels less than the limits listed below are considered acceptable, but achieving the lowest possible levels are preferred.

**BACKGROUND @ Monitoring Locations:**

Less than 300 cpm

Personnel and clothing	100	net cpm with a GM pancake probe or equivalent (beta/gamma)
	50	net cpm as measured with an alpha survey meter (a)
Tools and equipment	1000	dpm/100 cm <sup>2</sup> beta-gamma (removable)
	20	dpm/100 cm <sup>2</sup> alpha (removable) (a)
	100	net cpm per probe area with a GM pancake probe or equivalent (fixed beta/gamma)
	50	net cpm as measured with an alpha survey meter (a)

(a) Detailed alpha surveys will not be conducted unless there is an indication that alpha contamination exists based on a general survey.

Approved By <b>W.L. Barger</b>	<b>Vogtle Electric Generating Plant</b> 	Procedure Number <b>91306-C</b>	Rev <b>14</b>
Date Approved <b>01/29/2003</b>	<b>CONTAMINATION MONITORING AND DECONTAMINATION</b>	Page Number <b>6 of 14</b>	

**TABLE 2**

**LOCATIONS OF EMERGENCY DECONTAMINATION KITS AND SUPPLIES**

Operations Support Center (Second Floor - Maintenance Building)

Health Physics Office/Decon Area (Control Building)

Plant Wilson Relocation Center (Maintenance Shop)

VEGP Recreation Area Relocation Center (Well House)

Emergency Operations Facility (Training Center)

Approved By  
**W.L. Barger**

# Vogle Electric Generating Plant



Procedure Number Rev  
**91306-C 14**

Date Approved  
**01/29/2003**

## CONTAMINATION MONITORING AND DECONTAMINATION

Page Number  
**7 of 14**

### DATA SHEET 1 (EXAMPLE)

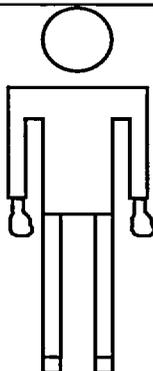
Sheet 1 of 2

#### PERSONNEL CONTAMINATION RECORD

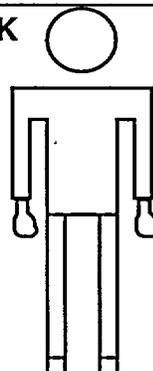
Sheet 1 of \_\_\_\_\_

Name:		EXPID:	Date:
Company:	RWP #:	Bldg:	Work Location or Room(s)
Job Task:			
Dept:	Individual's Immediate Supv:	HP Supv'n Notified:	
REASON FOR MONITORING (Circle One or Both):		↓SHOW Location and Level of Contamination (ncpm/probe area)	
<input type="checkbox"/> Skin Contamination <input type="checkbox"/> Clothing Contamination	Remarks: _____		

FRONT



BACK



Approx Date/Time Contamination Occurred: \_\_\_\_\_

Plant Instrument used to Discover Contamination (Circle one or more):  
 FRISKER    IPM-7    SPM-904    OTHER: \_\_\_\_\_

Initial Max Net Count Rate: \_\_\_\_\_ ncpm    PROBE AREA: \_\_\_\_\_ cm<sup>2</sup>

DECON METHODS (Circle one or more):  
 Soap & Water - MASSLINN - Tape - Sweating - Shower - Other \_\_\_\_\_

DECONTAMINATION (ncpm):				SURVEY INSTRUMENTS (Additional Instruments on Sheet 2):		
Location	BEFORE Decon	AFTER Decon	Time	Instrument	Serial #	Cal Due Date
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

**TERMINATION DECONTAMINATION:**  
 Date: \_\_\_\_\_ Time: \_\_\_\_\_

Document investigation & decontamination on Sheet 2 - include nasal smear results. Attach any WBC reports, follow-up survey reports, gamma spec reports, etc.

Skin Dose Assessment Req'd

YES    NO

**PROTECTIVE CLOTHING WORN (Circle one or more): \*\*NONE\*\***

<input type="checkbox"/> Paper	<input type="checkbox"/> Gloves	<input type="checkbox"/> Plastic Top	<input type="checkbox"/> Skull Cap
<input type="checkbox"/> Lab Coat	<input type="checkbox"/> Double Gloves	<input type="checkbox"/> Plastic Bottom	<input type="checkbox"/> Hood
<input type="checkbox"/> Full PCs	<input type="checkbox"/> Shoe Covers	<input type="checkbox"/> Full Plastic	<input type="checkbox"/> Respirator
<input type="checkbox"/> Double PCs	<input type="checkbox"/> Rubbers	<input type="checkbox"/> Other _____	



Approved By  
**W.L. Barger**  
Date Approved  
**01/29/2003**

**Vogle Electric Generating Plant**   
**CONTAMINATION MONITORING AND DECONTAMINATION**

Procedure Number Rev  
**91306-C 14**  
Page Number  
**9 of 14**

**DATA SHEET 2**

**Sheet 1 of 1**

**AREA/EQUIPMENT/VEHICLE CONTAMINATION SURVEYS**

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

Contaminated Area/Equipment/Vehicle \_\_\_\_\_

Owner of Equipment/Vehicle \_\_\_\_\_

Contaminated Vehicle      Model/Color

Tag Number \_\_\_\_\_

Location Where Contamination Occurred: \_\_\_\_\_

Apparent Cause of Contamination: \_\_\_\_\_

Contaminated Area/Equip. Vehicle	Pre-decon (CPM/DPM) Contamination Level	Decontamination Technique	Post-decon (CPM/DPM) Contamination Level

Further Actions Required: \_\_\_\_ Yes \_\_\_\_ No \_\_\_\_\_

Remarks: \_\_\_\_\_

Survey Equipment Used: \_\_\_\_\_

\_\_\_\_\_  
Surveyed By

\_\_\_\_\_  
Date

\_\_\_\_\_  
Reviewed By

\_\_\_\_\_  
Date

**(EXAMPLE)**



Approved By <b>W.L. Barger</b>	<b>Vogtle Electric Generating Plant</b> 	Procedure Number <b>91306-C</b>	Rev <b>14</b>
Date Approved <b>01/29/2003</b>	<b>CONTAMINATION MONITORING AND DECONTAMINATION</b>	Page Number <b>11 of 14</b>	

**HEALTH PHYSICS PERSONNEL CHECKLIST**

Sheet 1 of 4

**POSITION FILLED BY:** Health Physics Personnel

**RESPONSIBILITY:** Perform monitoring and decontamination activities as required in accordance with standard health physics practices.

**INITIAL ACTION**

1. Obtain an assignment from the HP Foreman in the OSC or HP control point for performing either onsite, offsite, area/equipment or vehicle monitoring and decontamination.

**SUBSEQUENT ACTIONS**

**Onsite Personnel Monitoring and Decontamination**

1. In the event of a serious injury involving contamination, render immediate medical treatment as a priority over monitoring and decontamination (Procedure 91307-C, "Contaminated Injury").
2. Perform monitoring of personnel with whole body personnel contamination monitors, if available, otherwise perform whole body frisking with a GM count rate instrument or observe personnel frisking themselves.
3. Arrange for the decontamination of personnel with contamination levels in excess of the limits prescribed in Table 1.

**CAUTION**

*Personnel contaminated to greater than 50,000 net cpm per probe area should be decontaminated as soon as possible.*

4. Utilize the HP First Aid/Decontamination area located in the Control Building (220 ft. elevation, Level 1, Room R-110) as the primary decontamination location, if appropriate. This area will have access to the monitoring equipment necessary to survey personnel during and after decontamination procedures are applied.
5. If the primary decontamination area is unavailable, or background radiation levels exceed 300 cpm, establish an alternate decontamination area after consulting with the HP Foreman.
6. Obtain a decon kit from one of the locations listed in Table 2, "Locations of Emergency Decontamination Kits and Supplies".
7. Post the area and establish access control.
8. Take measures to prevent further spread of contamination.

Approved By <b>W.L. Barger</b>	<b>Vogtle Electric Generating Plant</b> 	Procedure Number <b>91306-C</b>	Rev <b>14</b>
Date Approved <b>01/29/2003</b>	<b>CONTAMINATION MONITORING AND DECONTAMINATION</b>	Page Number <b>12 of 14</b>	

**HEALTH PHYSICS PERSONNEL CHECKLIST**

Sheet 2 of 4

**SUBSEQUENT ACTIONS (CONT'D.)**

9. Ensure the selected location drains are routed to a holdup tank or collected for disposal into radwaste.
10. Any personnel contamination involving 5000 ncpm of contamination or greater, should be documented on a Personnel Contamination Record, Data Sheet 1, or similar form.
11. Monitoring of all personnel involving contamination less than 5000 ncpm should be documented on Data Sheet 3, "Personnel and Equipment/Vehicle Survey Log" or similar form.
12. Perform decontamination.
13. Monitored personnel greater than 100 ncpm will be decontaminated to below prescribed Table 1 contamination limits.
14. If attempts to decontaminate personnel to levels below the limits set forth in Table 1 are unsuccessful, contact the HP Foreman for further guidance.
15. Collect, package, seal and label all radioactive material resulting from decontamination.
16. Return all records to the HP Supervisor.

**Onsite Area/Equipment Monitoring and Decontamination**

1. Ensure RWP has been completed, or verbal authorization and instructions have been given by the HP Supervisor or ED.
2. Perform surveys of affected areas and/or equipment.
3. Clearly label contaminated material and post areas per HP procedures.
4. Prohibit all eating, smoking or drinking in the contaminated area.
5. Obtain a decon kit from one of the locations specified in Table 2, "Locations of Emergency Decontamination Kits and Supplies".
6. Any Equipment/Vehicle contamination levels found in excess of the limits prescribed in Table 1 should be documented on Data Sheet 2, or a similar form.
7. Monitoring of all Equipment/Vehicles found below the limits prescribed in Table 1 should be documented on Data Sheet 3, "Personnel and Equipment/Vehicle Survey Log" or similar form.

Approved By <b>W.L. Bargerion</b>	<b>Vogtle Electric Generating Plant</b> 	Procedure Number <b>91306-C</b>	Rev <b>14</b>
Date Approved <b>01/29/2003</b>	<b>CONTAMINATION MONITORING AND DECONTAMINATION</b>	Page Number <b>13 of 14</b>	

**HEALTH PHYSICS PERSONNEL CHECKLIST**

**Sheet 3 of 4**

**SUBSEQUENT ACTIONS (CONT'D.)**

8. Collect, package, seal and label all radioactive material resulting from decontamination.
9. Return all records to the HP Supervisor.

**Offsite Personnel Monitoring and Decontamination**

1. Report with the Relocation Center leader (Security Officer) to the offsite relocation center to monitor personnel as they arrive and to perform any necessary decontamination.
2. Obtain a relocation center decon kit from the storage area at the relocation center.
3. At the offsite relocation center, perform whole body frisking with a GM count rate instrument or observe personnel frisking themselves.
4. Contact the HP Foreman for guidance and arrange for the decontamination of personnel with contamination levels in excess of the limits prescribed in Table 1.
5. Ensure the liquid(s) used can be collected for proper disposal.
6. Perform decontamination of any contaminated personnel.
7. Persistent contamination, in excess of the limits prescribed in Table 1, on the head, thyroid (neck), or chest may indicate an intake of radioactive material and should be reported to the HP Foreman.
8. Any personnel contamination involving 5000 ncpm of contamination or greater, should be documented on a Personnel Contamination Record, Data Sheet 1, or similar form.
9. Monitoring of all personnel involving contamination less than 5000 ncpm should be documented on Data Sheet 3, "Personnel and Equipment/Vehicle Survey Log" or similar form.
10. Personnel greater than 100 ncpm will be decontaminated to below prescribed in Table 1.
11. If attempts to decontaminate personnel to levels below the limits set forth in Table 1 are unsuccessful, contact the HP Foreman for further guidance.
12. Collect, package, seal and label all radioactive material resulting from decontamination and return it to the site for processing and disposal.

Approved By <b>W.L. Barger</b>	<b>Vogtle Electric Generating Plant</b> 	Procedure Number <b>91306-C</b>	Rev <b>14</b>
Date Approved <b>01/29/2003</b>	<b>CONTAMINATION MONITORING AND DECONTAMINATION</b>	Page Number <b>14 of 14</b>	

**HEALTH PHYSICS PERSONNEL CHECKLIST**

**Sheet 4 of 4**

**SUBSEQUENT ACTIONS (CONT'D.)**

**Offsite Personnel Monitoring and Decontamination (cont'd)**

13. Return all water, waste and other collected material to the site for normal radioactive waste processing and disposal.
14. Return all records to the HP Supervisor.

**Offsite Vehicle Monitoring and Decontamination**

1. Report to the offsite relocation center to monitor vehicles and perform necessary decontamination.
2. Obtain the Relocation Center Decon Kit from the storage area at the relocation center.
3. Monitor vehicles in the designated parking areas for contamination using hand-held survey instruments.
4. Mark or identify those vehicles which indicate contamination. Uncontaminated vehicles shall be allowed to exit the area as determined by the Security Coordinator in the EOF.
5. Arrange for decontamination of any vehicles with contamination levels in excess of the limits prescribed in Table 1.
6. Any Equipment/Vehicle contamination levels found in excess of the limits prescribed in Table 1 should be documented on Data Sheet 2, or a similar form.
7. If attempts to decontaminate vehicles to levels below the limits set forth in Table 1 are unsuccessful, contact the HP Foreman for further guidance.
8. Monitoring of all Equipment/Vehicles found below the contamination limits prescribed in Table 1 should be documented on Data Sheet 3, "Personnel and Equipment/Vehicle Survey Log" or similar form.
9. Collect, package, seal and label all radioactive material resulting from decontamination and return it to the site for processing and disposal.
10. Return all water, waste and other collected material to the site for normal radioactive waste processing and disposal.
11. Return all records to the HP Supervisor.

Approved By <b>W.L. Barger</b>	<b>Vogle Electric Generating Plant</b> 	Procedure Number <b>91401-C</b>	Rev <b>15</b>
Date Approved <b>01/29/2003</b>	<b>ASSEMBLY AND ACCOUNTABILITY</b>	Page Number <b>1 of 8</b>	

**REFERENCE USE PROCEDURE**

**PRB REVIEW REQUIRED**

**1.0 PURPOSE**

The purpose of this procedure is to provide instructions for performing assembly and accountability of all Protected Area (PA) personnel during emergency conditions.

**2.0 RESPONSIBILITIES**

**2.1** The Emergency Director (ED) shall have the following responsibilities:

**NOTE**

A security related emergency may delay the ordering of assembly and accountability in order to protect plant personnel from the security threat. The decision not to order assembly and accountability will be made by the Emergency Director.

**2.1.1** Ordering assembly and accountability of all PA personnel for an emergency classified as an Alert or higher.

**2.1.2** Directing the Technical Support Center (TSC) Manager (if TSC is activated) to dispatch a Search and Rescue Team if assembly and accountability reveals a missing person.

**2.2** The Operations Support Center (OSC) Manager (or the Health Physics/Chemistry Shared Foreman if OSC is not activated) shall be responsible for forming, briefing and dispatching Search and Rescue Teams.

**2.2.1** The OSC Manager shall be responsible for monitoring team activities and informing the TSC Manager of significant events.

**2.3** The Search and Rescue Team Leader shall be responsible for following instructions and maintaining communications with the OSC Manager or HP Foreman if the OSC is not activated.

**2.4** The Supervisor Nuclear Security (SNS) shall have the following responsibilities:

**2.4.1** Directing and coordinating all functions necessary to perform accountability of personnel within the PA.

**2.4.2** Assuring that accountability of all security personnel is conducted.

Approved By <b>W.L. Barger</b>	<b>Vogtle Electric Generating Plant</b> 	Procedure Number <b>91401-C</b>	Rev <b>15</b>
Date Approved <b>01/29/2003</b>	<b>ASSEMBLY AND ACCOUNTABILITY</b>		Page Number <b>2 of 8</b>

**2.5** The Technical Support Center (TSC) Security Coordinator shall have the following responsibilities:

**2.5.1** Assisting the SNS with accountability once the TSC is operational.

**2.5.2** Assessing accountability reports as they are received and reporting the information to the ED.

**2.6** Emergency Response Facility Managers of the Control Room (CR), Technical Support Center (TSC), Operations Support Center (OSC) have the following responsibilities:

**2.6.1** Assuring that accountability of all personnel assigned to their emergency facility is conducted.

**2.6.2** Maintaining accountability of assigned personnel for the duration of the emergency condition.

**3.0** **PREREQUISITES**

An emergency has been classified per Procedure 91001-C, "Emergency Classification and Implementing Instructions".

**4.0** **PRECAUTIONS**

**4.1** Exposures in excess of 10CFR20 limits shall be approved by the ED in accordance with Procedure 91301-C, "Emergency Exposure Guidelines".

**4.2** The movement of plant personnel during a security event could place these personnel in harms way. The Emergency Director and the Security Shift Captain must coordinate any onsite protective measures that involve the movement of plant personnel.

**5.0** **PROCEDURE**

**5.1** **EMERGENCY DIRECTOR (ED)**

**5.1.1** To initiate assembly and accountability for the PA, the ED shall have the emergency signal sounded and make the appropriate plant page public address system announcement.

**5.1.2** The ED shall receive a report from the SNS on accountability within approximately 30 minutes of initiation of assembly and accountability.

Approved By <b>W.L. Barger</b>	<b>Vogtle Electric Generating Plant</b> 	Procedure Number <b>91401-C</b>	Rev <b>15</b>
Date Approved <b>01/29/2003</b>	<b>ASSEMBLY AND ACCOUNTABILITY</b>	Page Number <b>3 of 8</b>	

5.1.3 The ED shall direct the TSC Manager (or HP Foreman if the TSC is not activated) to form a Search and Rescue Team as soon as he is made aware of a missing or disabled person.

**5.2 OSC MANAGER**

5.2.1 The OSC Manager (or HP Foreman if the OSC is not activated) shall form and dispatch a Search and Rescue Team(s). Each team member should be familiar with the plant and one must be first-aid trained. One must be a Health Physics Technician with a survey meter if radiological conditions warrant.

5.2.2 The OSC Manager should obtain information on the last known location from security via the security computer or other plant personnel and dispatch team to search likely areas.

**5.3 SUPERVISOR NUCLEAR SECURITY (SNS)**

5.3.1 The SNS shall direct the posting of required signs in the PESB and/or Alternate PESB. Signs will restrict access into the PA to ERO and NRC personnel during emergency conditions.

**NOTE**

Accountability should be completed within approximately 30 minutes of the initiating emergency signal and plant page public address system announcement and reported to the ED.

5.3.2 Approximately twenty (20) minutes after the Alert or higher emergency plant page public address system announcement:

5.3.2.1 The SNS will direct the Secondary Alarm Station (SAS) to generate a "Badge Accountability Report" from the Security computer. This report will contain the names of all personnel that are NOT badged into the CR, TSC, OSC, SAS or Central Alarm Station (CAS).

5.3.2.2 If any employee exits the PA after the "Badge Accountability Report" is generated, the Badge Island Officer will notify SAS to generate another "Badge Accountability Report". This will be done up to 30 minutes from the first emergency plant page public address system announcement. This process will assist SAS in removing exiting personnel from the report so they will not be reported as missing.

Approved By <b>W.L. Barger</b>	<b>Vogtle Electric Generating Plant</b> 	Procedure Number <b>91401-C</b>	Rev <b>15</b>
Date Approved <b>01/29/2003</b>	<b>ASSEMBLY AND ACCOUNTABILITY</b>	Page Number <b>4 of 8</b>	

5.3.2.3 SAS should obtain:

- a. The accountability list from the CR.
- b. The accountability list of the security department personnel not in the CAS or SAS.

5.3.3 SAS will make a cross check of the "Badge Accountability Report" with:

5.3.3.1 The accountability lists from the CR.

5.3.3.2 The accountability lists of the security department personnel not in CAS or SAS.

5.3.4 The following personnel are considered accounted for:

5.3.4.1 Personnel badged into the CR, TSC, OSC, CAS, or SAS.

5.3.4.2 Personnel on the CR or Security Department Accountability lists.

5.3.4.3 Personnel accounted for by other valid authority (OSC Manager, TSC Manager, ED, Shift Superintendent, SNS, etc.)

5.3.5 Unaccounted personnel should be listed on Data Sheet 1 or delineated on the computer printout and the ED informed that accountability has been completed.

5.3.6 The SNS should request that CR/SAS make a plant page public address system announcement requesting the unaccounted personnel to call Security.

#### 5.4 SECURITY COORDINATOR

Once the TSC becomes operational, the Security Coordinator shall determine if the SNS has performed the necessary actions to ensure protected area accountability. If not, the Security Coordinator shall assist per Subsection 5.3.

#### 5.5 EMERGENCY RESPONSE FACILITY MANAGERS

5.5.1 The Shift Superintendent shall conduct accountability and list all operations personnel that are assigned to the CR but have NOT badged into the CR. This accountability list will be provided to the SNS within approximately 20 minutes of the declaration of the emergency event. Data Sheet 2 or a similar type roster may be used to list those personnel within the CR.

Approved By <b>W.L. Barger</b>	<b>Vogle Electric Generating Plant</b> 	Procedure Number <b>91401-C</b>	Rev <b>15</b>
Date Approved <b>01/29/2003</b>	<b>ASSEMBLY AND ACCOUNTABILITY</b>	Page Number <b>5 of 8</b>	

5.5.2 Each ERF Manager shall be responsible for assuring that accountability of all personnel assigned to their facility is maintained for the duration of the event.

5.5.2.1 Accountability of facility personnel is accomplished by maintaining assignment logs and maintaining the required periodic communications between the facility and the emergency response team.

**5.6 PLANT PERSONNEL**

5.6.1 Personnel with primary or alternate responsibilities in the Emergency Response Organization (ERO) shall report to their assigned ERF for accountability prior to completing any emergency assignments unless otherwise directed by the plant page public address system announcement.

5.6.2 Personnel outside the PA who must enter the PA to assume their emergency positions shall follow normal PA entry procedures including proper use of the entry card reader.

5.6.3 All other PA personnel and visitors with no responsibility in the ERO shall exit the PA following use of the exit card reader, and shall report to designated assembly areas. A complete list of assembly areas is provided in Table 1.

5.6.4 Operators not badged into the CR, TSC or OSC should report to their location as soon as practical.

**6.0 REFERENCES**

**6.1 VEGP EMERGENCY PLAN**

**6.2 PROCEDURES**

6.2.1 91001-C, "Emergency Classification and Implementing Instructions"

6.2.2 91301-C, "Emergency Exposure Guidelines"

6.2.3 91403-C, "Site Dismissal"

6.3 NUREG-0654, FEMA-REP-1, Rev. 1 "Criteria for Preparation and Evaluation of Radiological Emergency Response Plans in Support of Nuclear Power Plants"

**END OF PROCEDURE TEXT**

**TABLE 1**

**DESIGNATED ASSEMBLY AREAS AND GROUPS**

	<b>ASSEMBLY GROUP</b>	<b>ASSEMBLY AREA</b>	<b>SUPERVISOR</b>
1.	Control Room Emergency Staff	Control Room	Shift Superintendent
2.	TSC Emergency Staff	TSC	TSC Manager
3.	OSC Emergency Staff	OSC	OSC Manager
4.	EOF Emergency Staff	EOF	EOF Manager
5.	Non-involved Protected Area Personnel and Visitors	Inside the Administration Building	First Reporting Supervisor Until Relieved
6.	Non-involved Personnel and Visitors outside the Protected Area	Remain at present location or assemble inside the Administration Building	First Reporting Supervisor Until Relieved
7.	Non-involved Outage Contractors inside the Protected Area	Inside the Administration Support Building	First Reporting Supervisor Until Relieved
8.	Non-involved Outage Contractors outside the Protected Area	Remain at present location or assemble inside the Administration Support Building	First Reporting Supervisor Until Relieved



