

NRC-03-013

10 CFR 50, App. E

February 18, 2003

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

KEWAUNEE NUCLEAR POWER PLANT  
DOCKET 50-305  
LICENSE No. DPR-43  
RADIOLOGICAL EMERGENCY RESPONSE PLAN IMPLEMENTING PROCEDURES

Pursuant to 10 CFR 50 Appendix E, attached is the latest revisions to the Kewaunee Nuclear Power Plant Radiological Emergency Response Plan Implementing Procedures (EIPs) These revised procedures supersede the previously submitted procedures.

Pursuant to 10 CFR 50.4, two additional copies of this letter and attachment are hereby submitted to the Regional Administrator, U. S. Nuclear Regulatory Commission, Region III, Lisle, Illinois. As required, one copy of this letter and attachment is also submitted to the Kewaunee Nuclear Power Plant NRC Senior Resident Inspector

*Thomas Coutu for*

Thomas Coutu  
Site Vice-President, Kewaunee Plant

SLC

Attachment

cc US NRC Senior Resident Inspector, w/attach.  
US NRC, Region III (2 copies), w/attach.  
Electric Division, PSCW, w/o attach.  
QA Vault, w/o attach.

*A045*

# DOCUMENT TRANSMITTAL

KEWAUNEE NUCLEAR POWER PLANT

FROM: DIANE FENCL - KNPP

TRANSMITTAL DATE 01-28-2003

## EMERGENCY PLAN IMPLEMENTING PROCEDURES TRANSMITTAL FORM

### OUTSIDE AGENCY COPIES (1-20)

S. Campion - NRC Document Control Desk (1)\*  
S. Campion - NRC Region III (2, 3)\*  
S. Campion - NRC Resident Inspector (4) (receives Appx. A phone numbers)\*  
S. Campion - State of Wisconsin (5)\*  
S. Campion - KNPP QA Vault (NRC Letter & Memo Only) (15)\*  
Krista Kappelman - PBNP - EP (10)\*  
Craig Weiss - Alliant Energy (11)\*  
Jill Stern - Nuclear Management Company (12)\*

PERSONAL COPIES (21-40) These copies are for the personal use of the listed individuals for reference or emergency response.

J. Bennett (33)

D. Seebart (24)

J. Ferris (13)

T. Coutu (28)

REFERENCE COPIES - CUSTODIAN (41-100) These copies are for general reference by anyone. They are distributed throughout the plant and corporate offices. The named individual is the responsible custodian for the procedures and shall insure they are properly maintained.

NO Library - KNPP (59)  
C. Sternitzky - ATF-2 (44)  
M. Daron - Security Building (46)  
C. Grant - EOF (81)  
C. Grant - OSF (52)  
LOREB - STF (62, 66, 67, 68, 70, 72, 73, 74)  
STF Library (43)  
Resource Center - Training (82)  
D. Krall - CR/SS Office (51, 56)  
C. Grant - TSC (50)  
W. Galarneau - RAF (53)  
W. Galarneau - SBF/EMT (54)  
W. Galarneau - RPO (55)  
STF (86, 87, 88)

WORKING COPIES (101-199) These copies of procedures are kept in the areas designated for use in response to an emergency.

W. Galarneau - RAF/RPO (106, 107)  
W. Galarneau - SBF/ENV (108, 109)  
W. Galarneau - SBF/EM Team (110, 111, 111A)  
W. Flint - Cold Chem/HR Sample Room (113)  
S. Zutz - SBF/SEC (114)  
D. Krall - CR/Communicator (116)(Partial Distribution)  
Simulator/Communicator (117)  
M. Fencl - Security (121)  
S. Zutz - Security Building (120)  
Ops Admin. (126)  
C. Grant - TSC Response Binder (Partial Distribution)  
C. Grant - EOF Response Binder (Partial Distribution)

Originals to KNPP QA Vault

Please follow the directions when updating your EPIP Manual. **WATCH FOR DELETIONS!!!** These are controlled procedures and random checks may be made to ensure the manuals are kept up-to-date.

**\*THIS IS NOT A CONTROLLED COPY. IT IS A COPY FOR INFORMATION ONLY.**

**KEWAUNEE NUCLEAR POWER PLANT  
 REVISION OF EMERGENCY PLAN IMPLEMENTING PROCEDURES  
 January 28, 2003**

Please follow the directions listed below.

EPIP Index, dated 01-28-2003.

REMOVE		INSERT	
PROCEDURE	REV.	PROCEDURE	REV.
EPIP-EOF-08	Y	EPIP-EOF-08	Z
EPIP-TSC-01	R	EPIP-TSC-01	S
Form EPIPF-EOF-02-02	M	Form EPIPF-EOF-02-02	N
Form EPIPF-TSC-01-01	B	Form EPIPF-TSC-01-01	C
Form EPIPF-TSC-02-05	B	Form EPIPF-TSC-02-05	C

Return a signed and dated copy of this transmittal letter, within 10 days of transmittal date, to the sender. If you have any questions or comments, please contact Jeanne Ferris ext. 8545.

I CERTIFY Copy No. \_\_\_\_\_ (WPSC No.) of the Kewaunee Nuclear Power Plant's EIPs has been updated.

\_\_\_\_\_  
 SIGNATURE DATE

Please return this sheet to *DIANE FENCL*.

Diane Fencl  
 Enclosure

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<b>EP-AD</b>			
EPIP-AD-01	Personnel Response to the Plant Emergency Siren	K	11-26-2002
EPIP-AD-02	Emergency Class Determination	AE	11-26-2002
EPIP-AD-03	KNPP Response to an Unusual Event	AG	01-20-2003
EPIP-AD-04	KNPP Response to Alert or Higher	AL	01-20-2003
EP-AD-5	Site Emergency	<b>Deleted</b>	04-27-87
EPIP-AD-05	Emergency Response Organization Shift Relief Guideline	D	05-09-2002
EP-AD-6	General Emergency	<b>Deleted</b>	04-24-87
EPIP-AD-07	Initial Emergency Notifications	AS	01-20-2003
EP-AD-8	Notification of Alert or Higher	<b>Deleted</b>	02-26-96
EP-AD-9	Notification of Site Emergency	<b>Deleted</b>	04-27-87
EP-AD-10	Notification of General Emergency	<b>Deleted</b>	04-27-87
EPIP-AD-11	Emergency Radiation Controls	S	12-19-2002
EP-AD-12	Personnel Assembly and Accountability	<b>Deleted</b>	03-26-94
EP-AD-13	Personnel Evacuation	<b>Deleted</b>	04-25-94
EP-AD-13A	Limited Area Evacuation	<b>Deleted</b>	03-01-83
EP-AD-13B	Emergency Assembly/Evacuation	<b>Deleted</b>	03-01-83
EP-AD-13C	Site Evacuation	<b>Deleted</b>	03-01-83
EP-AD-14	Search and Rescue	<b>Deleted</b>	05-25-94
EPIP-AD-15	Recovery Planning and Termination	P	09-12-2002
EP-AD-16	Occupational Injuries or Vehicle Accidents During Emergencies	<b>Deleted</b>	03-14-97
EP-AD-17	Communications	<b>Deleted</b>	03-05-84
EPIP-AD-18	Potassium Iodide Distribution	P	02-27-2002
EPIP-AD-19	Protective Action Guidelines	S	01-20-2003

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EPIP-AD-20	KNPP Response to a Security Threat	D	01-20-2003
<b>EP-ENV</b>			
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EPIP-ENV-02	Environmental Monitoring Team Activation	X	10-02-2001
EP-ENV-3A	Environmental Protection Director Actions and Directives	Deleted	09-26-84
EP-ENV-3B	EM Team Actions	Deleted	09-26-84
EPIP-ENV-03C	Dose Projection Using RASCAL Version 2.2 Software	W	08-20-2002
EP-ENV-3D	Revision and Control of ISODOSE II	Deleted	02-14-95
EP-ENV-3E	Manual Determination of X/Q	Deleted	04-24-87
EP-ENV-3F	Manual Determination of X/Q (Green Bay Meteorological Data)	Deleted	05-30-86
EP-ENV-3G	Manual Dose Projection Calculation	Deleted	06-02-89
EP-ENV-3H	Protective Action Recommendations	Deleted	04-13-90
EPIP-ENV-04A	Portable Survey Instrument Use	T	08-20-2002
EPIP-ENV-04B	Air Sampling and Analysis	X	08-20-2002
EP-ENV-4C	Environmental Monitoring Teams	Deleted	04-13-90
EPIP-ENV-04C	Ground Deposition Sampling and Analysis	X	08-20-2002
EPIP-ENV-04D	Plume Tracking for Environmental Monitoring Teams	O	08-20-2002
EP-ENV-5A	LCS-1 Operation	Deleted	04-14-86
EP-ENV-5B	MS-3 Operation	Deleted	04-14-86
EP-ENV-5C	SAM II Operation	Deleted	04-14-86
EP-ENV-5D	PAC-4G (Alpha Counter) Operation	Deleted	04-14-86
EP-ENV-5E	Reuter-Stokes Operation	Deleted	08-27-85

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EP-ENV-6	Data Analysis, Dose Projections and Protective Action Recommendations	Deleted	12-21-81
EP-ENV-6	Alternate Sample Analysis and Relocation of EM Team	Deleted	04-14-86
EP-ENV-6A	Relocation of Site Access Facility (Habitability)	Deleted	03-23-84
EP-ENV-6B	SAF Environmental Sample Analysis Relocation	Deleted	03-23-84
EP-ENV-7	Site Access Facility Communications	Deleted	09-26-84
EP-ENV-8	Total Population Dose Estimate Calculations	Deleted	04-14-86
<b>EP-EOF</b>			
EP-EOF-1	Corporate Emergency Response Organization	Deleted	03-11-94
EPIP-EOF-02	Emergency Operations Facility (EOF) Activation	AA	08-06-2002
EPIP-EOF-03	EOF Staff Action for Unusual Event	AD	01-20-2003
EPIP-EOF-04	EOF Staff Action for Alert or Higher	AK	01-20-2003
EP-EOF-5	Corporate Staff Action for Site Emergency	Deleted	04-24-87
EP-EOF-6	Corporate Staff Action for General Emergency	Deleted	04-24-87
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EP-EOF-8	Relocation of EOF	Deleted	03-01-83
EPIP-EOF-08	Continuing Emergency Notifications	Z	01-28-2003
EP-EOF-9	Interface with Support Organizations	Deleted	03-05-84
EP-EOF-9	Notification of Site Emergency	Deleted	04-24-87
EP-EOF-10	Notification of General Emergency	Deleted	04-24-87
EPIP-EOF-11	Internal Communication and Documentation Flow	V	11-07-2002
EPIP-EOF-12	Media Center/Emergency Operation Facility/Joint Public Information Center Security	Q	06-20-2002

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EP-OP-2	Emergency Control Room Activation for Emergency Response	Deleted	04-24-87
EP-OP-3	Control Room Communications	Deleted	04-24-87
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EPIP-OSF-02	Operational Support Facility Operations	V	11-26-2002
EPIP-OSF-03	Work Orders During an Emergency	P	05-09-2002
EP-OSF-4	Operational Support Facility Communications	Deleted	04-24-87
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EPIP-RET-02	In-Plant Radiation Emergency Team	V	05-23-2002
EPIP-RET-02A	Radiation Protection Office/Radiological Analysis Facility (RPO/RAF) Activation	U	11-07-2002
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EP-RET-2E	Handling of Injured Personnel	Deleted	04-16-96
EP-RET-2F	Personnel Decontamination	Deleted	04-13-90
EPIP-RET-03	Chemistry Emergency Team	O	02-01-2000
EPIP-RET-03A	Liquid Effluent Release Paths	L	11-29-2001
EP-RET-3B	Post-Accident Reactor Coolant Alternate Sampling Procedure	Deleted	01-25-88

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EPIP-RET-03D	Containment Air Sampling Analysis Using CASP	N	01-15-2002
EP-RET-3E	Post Accident Operation of High Rad Sample Room Inline Multiported Count Cave	Deleted	08-27-85
EPIP-RET-04	SBF Activation	T	10-17-2002
EP-RET-4A	EOF Radiological Monitoring	Deleted	03-10-83
EPIP-RET-04A	SBF Operation/Relocation	Deleted	10-02-2001
EP-RET-4B	Radiological Controls at Site Access Facility	Deleted	07-12-94
EP-RET-4C	Site Radiological Monitoring	Deleted	07-12-94
EP-RET-4D	SAM-II Operation	Deleted	07-12-94
EP-RET-5	Plume Projection	Deleted	09-26-84
EPIP-RET-05	Site Boundary Dose Rates During Controlled Plant Cooldown	H	10-09-2001
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EP-RET-7	Radiological Analysis Facility/Radiation Protection Office Communications	Deleted	04-24-87
EPIP-RET-08	Contamination Control of the Aurora Medical Center	Deleted	05-23-2002
EPIP-RET-09	Post-Accident Population Dose	L	04-16-2002
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EPIP-SEC-02	Security Force Response to Emergencies	Y	11-14-2002
EP-SEC-2A	Manual Activation of Emergency Sirens	Deleted	04-16-82
EPIP-SEC-03	Personnel Assembly and Accountability	AF	11-26-2002
EPIP-SEC-04	Security Force Actions for Dosimetry Issue	P	10-02-2001

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EPIP-TSC-02	Technical Support Center Activation	U	01-20-2003
EPIP-TSC-03	Plant Status Procedure	V	10-09-2001
EPIP-TSC-04	Emergency Physical Changes, Major Equipment Repair	N	05-09-2002
EP-TSC-5	Technical Support Center Communications Equipment	Deleted	04-24-87
EP-TSC-6	Assessment of Reactor Core Damage	Deleted	09-30-86
EPIP-TSC-07	RV Head Venting Time Calculation	J	06-20-2002
EPIP-TSC-08A	Calculations for Steam Release from Steam Generators	O	11-26-2002
EPIP-TSC-08B*	STMRLS Computer Program	G	06-20-2002
EP-TSC-8C*	See EP-TSC-8B	Deleted	04-16-92
* EP-TSC-8B was totally deleted; therefore, EP-TSC-8C was changed to EP-TSC-8B			
EP-TSC-9	Core Damage Assessment Using Released Radionuclides	Deleted	09-30-86
EPIP-TSC-09A*	Core Damage Assessment	J	05-16-2002
EPIP-TSC-09B*	CORE Computer Program	Deleted	05-16-2002
EP-TSC-9C*	See EP-TSC-9B	Deleted	04-16-92
* EP-TSC-9A, Rev. D was totally deleted; therefore, EP-TSC-9B became EP-TSC-9A. EP-TSC-9B was previously EP-TSC-9C.			
EPIP-TSC-10	Technical Support for IPEOPs	K	05-09-2002

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EPIP-APPX-A-06	EP-FIG-005	APPX-A-06-02	Site Boundary Facility - KNP Floor Plan	A	10-31-2000
EPIP-APPX-A-06	EP-FIG-008	APPX-A-06-01	Radiological Analysis Facility - KNP Floor Plan	A	10-31-2000
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EPIP-APPX-A-06	EP-FIG-013	APPX-A-06-09	NRC Work Area - WPSC D2-4 Floor Plan	A	10-31-2000
EPIP-AD-19	EP-FIG-014	AD-19-01	Population Distribution by Geographical Sub-Areas (with sectors)	A	10-31-2000
EPIP-APPX-A-06	EP-FIG-022	APPX-A-06-04	EOF - WPSC D2-3 Floor Plan	C	10-30-2001
EPIP-EOF-12	EP-FIG-024	EOF-12-02	Location of JPIC and Media Briefing Center Map	C	06-20-2002
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APPX-A-6	EP-FIG-034	---	Floor Plan - Media Briefing Center	Deleted	08-04-98
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EPIP-OSF-02	EP-FIG-039	OSF-02-01	High Priority Work	A	10-02-2001
EPIP-OSF-02	EP-FIG-039A	OSF-02-02	Lower Priority Work	A	10-02-2001
EPIP-APPX-A-06	EP-FIG-043	APPX-A-06-10	JPIC - Federal Work Area - WPSC D2-9	B	12-21-2001
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EPIP-APPX-A-03	Off-Site Telephone Numbers	Deleted	02-06-2002
EPIP-APPX-A-06	KNPP Emergency Response Facility Telephone Numbers	AA	12-21-2001

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AD-07-02	State Call-Back - Question Guideline	C	11-15-2001
AD-07-03	Fax Event Notice	A	01-20-2003
AD-07-04	ERO Event Notification	A	01-20-2003
AD-11-01	Emergency Radiation Work Permit	H	12-19-2002
AD-18-01	Airborne Radioiodine Dose Accountability and Potassium Iodide Distribution	B	08-06-2002
AD-18-02	Record of Known Allergy To or Voluntary Refusal to Take Potassium Iodide	A	02-27-2002
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ENV-01-02	EMT Status	B	10-31-2000
ENV-01-03	Meteorological and Plant Status Data	C	12-14-2001
ENV-01-04	EMT Orders/Field Data	B	10-31-2000
ENV-02-01	EMT Activation Checklist	N	08-20-2002
<b>EP-EOF</b>			
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EOF-02-02	EOF Deactivation Checklist	N	01-28-2003
EOF-04-01	SRCL Initial Action Checklist	D	01-20-2003
EOF-04-02	Telephone Communications Log Sheet	A	12-14-2001
EOF-08-03	Fax for Emergency Declaration or Status Updates	H	01-20-2003
EOF-08-05	Plant Emergency Status Report	A	11-27-2001
EOF-08-06	Radiological Status Report	E	01-20-2003
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EOF-12-01	I.D. Badge Registration Form	G	10-24-2000
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OSF 2.2	Maintenance Work in Progress	Deleted	07-08-98
OSF-03-01	Operational Support Facility Team Briefing	C	12-04-2001
<b>EP-RET</b>			
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RET-02B-01	Containment Stack Release (Grab Sample)	D	08-06-2002
RET-02B-02	Auxiliary Building Stack (Grab Sample)	D	08-06-2002
RET-02B-03	Auxiliary Building Stack (Sping Reading)	D	08-06-2002
RET-02B-04	Containment Stack (Sping Reading)	C	08-06-2002
RET-02B-05	Steam Release	D	08-06-2002
RET-02B-06	Field Reading (Grab Sample)	B	08-06-2002
RET-04-01	SAM-2 Counting Equipment Worksheet	E	06-12-2001
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RET 8.4	Hospital Survey 2	Deleted	07-25-97
RET 8.5	Hospital Survey 3	Deleted	07-25-97
RET-08-06	Hospital Survey 4	Deleted	05-23-2002
RET-09-01	Post-Accident TLD Record Sheet	D	04-16-2002
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SEC-04-01	Emergency Dosimeter Log	G	06-20-2002
<b>EP-TSC</b>			
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TSC-01.02	Severe Accident Management Summary and Strategy Recommendation	B	02-06-2002

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TSC-02-02	TSC Ventilation Checklist	I	01-20-2003
TSC-02-03	Emergency Response Data System (ERDS) Link Initiation Checklist	H	01-20-2003
TSC-02-04	TSC Chart Recorder Operation Checklist	E	01-20-2003
TSC-02-05	TSC and OSF De-Activation Checklist	C	01-28-2003
TSC-03-01	Plant System Status	L	06-12-2001
TSC-03-02	Plant Equipment Status	L	06-12-2001
TSC-03-03	Environmental Status Board	J	06-12-2001
TSC-03-04	Radiation Monitors	I	01-08-2002
TSC-04-01	Emergency Physical Change Request	G	05-09-2002
TSC-04-02	Emergency Physical Change Safety Review	Deleted	05-09-2002
TSC-04-03	Emergency Physical Change Index	F	08-29-2000
TSC-07-01	Head Venting Calculation	G	06-20-2002
TSC-08A-01	Steam Release Data Sheet (Energy Balance)	H	12-14-2001
TSC-08A-02	Steam Release Calculation Sheet (Energy Balance)	G	12-14-2001
TSC-08A-03	Steam Release Data/Calculation Sheet (Open Valve)	E	12-14-2001
TSC-08A-04	Steam Release Data/Calculation Sheet (STMRLS Program)	D	12-14-2001
TSC-09A-01	Core Exit Thermocouple Data	D	05-16-2002
TSC-09A-02	Fuel Rod Clad Damage Estimate	D	05-16-2002
TSC-09A-03	Fuel Rod Overtemperature Damage Estimate	E	05-16-2002
TSC 9A.4	Core Damage Based on Activity Ratios	Deleted	05-16-2002
TSC-09A-05	Core Damage Assessment (Monitoring Data)	E	05-16-2002
TSC 9A.6	Core Damage Summary	Deleted	05-16-2002

<b>WISCONSIN PUBLIC SERVICE CORP.</b>  <b>Kewaunee Nuclear Power Plant</b>  <i>Emergency Plan Implementing Procedure</i>	No. EPIP-EOF-08		Rev. Z
	Title Continuing Emergency Notifications		
	Date JAN 28 2003	Page 1 of 6	
Reviewed By <u>Bill Bartelme</u>		Approved By <u>Bill Bartelme</u>	
Nuclear Safety Related	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	PORC Review Required	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
		SRO Approval Of Temporary Changes Required	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

## 1.0 Purpose

- 1.1 This procedure provides instruction for the Security Notifier (SEC-N), ERF Communicator - Control Room (ERFCM-C), Operations crew members, or Off-Site Communicator (OFFCM) for notification of Off-Site Authorities of an emergency event escalation, de-escalation, change in Protective Action Recommendation (PAR), termination, or entry into recovery, as directed by the Shift Manager (SM), Emergency Director (ED), or Emergency Response Manager (ERM).

## 2.0 General Notes

- 2.1 IF approached by the media during a declared emergency, THEN refer them to the Joint Public Information Center (JPIC) at (920) 433-1400 or 1-(800) 838-6192 and tell them that this is their most accurate source for information.
- 2.2 IF more than one communicator is available, THEN it is preferred that Steps 5.1 and 5.2 be performed in parallel.

## 3.0 Precautions and Limitations

- 3.1 "Event Notice," Form EPIPF-AD-07-01, should be initiated and in progress to state and local emergency governments within 15 minutes of the emergency level being declared, or as soon as possible without further compromise to plant or public safety.
- 3.2 Verify the bell switch for the Emergency Government Verification Phone is ON.
- 3.3 If an emergency class escalation, de-escalation, change in PAR, termination, or entry into recovery occurs during these notifications, disregard any remaining steps and return to Step 5.1. Begin the appropriate actions and notifications for the new emergency level.

## 4.0 Initial Conditions

- 4.1 This procedure is initiated for the Initial event notifications and will continue to be used for event notifications until the State of Wisconsin Emergency Operations Center (State EOC) is activated. This procedure shall be implemented upon an event • **DECLARATION**, • **ESCALATION**, • **DE-ESCALATION**, • **CHANGE IN PAR**, • **TERMINATION**, or • **ENTRY INTO RECOVERY**, as directed by the SM/ED or ERM.

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**5.0 Procedure**

**Note**

*IF the State EOC is NOT activated, THEN go to "Initial Emergency Notifications," EPIP-AD-07.*

**5.1 Notify the State and County of the Event**

Check

5.1.1 Verify that any "Event Notice," Form EPIPF-AD-07-01, received from the SM/ED or ERM has their approval signature, date, and time. \_\_\_\_\_

5.1.2 Complete block 12 of "Event Notice," Form EPIPF-AD-07-01. \_\_\_\_\_

5.1.3 Complete Attachment A, "State and County Event Notification." \_\_\_\_\_

**5.2 Notify the ERO of the Event**

5.2.1 Verify that a pager access code has been selected on Form EPIPF-AD-07-04, "ERO Event Notification," Step 4, by the SM/ED or ERM. \_\_\_\_\_

5.2.2 Verify that a pager message code has been selected on Form EPIPF-AD-07-04, Step 5, by the SM/ED or ERM. \_\_\_\_\_

5.2.3 Complete Form EPIPF-AD-07-04. \_\_\_\_\_

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5.3 Fax Event Notice

**Note**

*You will receive a confirmation copy of your fax broadcast material and a summary of delivery status at the fax machine in Public Affairs (A2-South West).*

**Note**

*IF a confirmation fax is not received or other problems are encountered with the broadcast fax, THEN additional information on use can be found in the WPS Public Affairs Department Procedure No. 64.1, "Prairie Systems Fax Broadcasting."*

**Note**

*Detailed instructions for the use of the EOF fax machine are contained in "Communication System Description," EPIP-APPX-A-1, Section 5.10.*

Check

- 5.3.1 Obtain fax cover sheet, Form EPIPF-EOF-08-03, "Fax for Emergency Declaration or Status Updates." \_\_\_\_\_
- 5.3.2 Send fax broadcast of completed "Event Notice," Form EPIPF-AD-07-01, with fax cover sheet, by following instructions on Form EPIPF-AD-07-03, "Fax Event Notice." \_\_\_\_\_
- 5.3.3 Contact the Point Beach Duty Shift Manager at (920) 755-6247 and notify him that an "Event Notice" has been faxed to him. \_\_\_\_\_

5.4 Return Form EPIPF-AD-07-01 to the SM/ED or ERM who approved the Event Notice. \_\_\_\_\_

5.5 **WHEN** final conditions are met (Step 6.0), **THEN** return to EPIP-AD-03, "KNPP Response to an Unusual Event," **OR** EPIP-AD-04, "KNPP Response to Alert or Higher," **OR** EPIP-EOF-04, "EOF Staff Action for Alert or Higher," at the step you left the procedure. \_\_\_\_\_

6.0 **Final Conditions**

6.1 The off-site notification implemented upon declaration of an event • **ESCALATION**, • **DE-ESCALATION**, • **CHANGE IN PAR**, • **TERMINATION**, or • **ENTRY INTO RECOVERY**, is complete.

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## 7.0 References

- 7.1 Kewaunee Nuclear Power Plant Emergency Plan
- 7.2 EPIP-APPX-A-1, Communication System Description
- 7.3 KPB Emergency Telephone Directory
- 7.4 EPIP-AD-03, KNPP Response to an Unusual Event
- 7.5 EPIP-AD-04, KNPP Response to Alert or Higher
- 7.6 EPIP-AD-07, Initial Emergency Notifications
- 7.7 EPIP-EOF-04, EOF Staff Action for Alert or Higher
- 7.8 Form EPIPF-AD-07-01, Event Notice (Nuclear Accident Reporting System Form (NARS))
- 7.9 Form EPIPF-AD-07-03, Fax Event Notice
- 7.10 Form EPIPF-AD-07-04, ERO Event Notification
- 7.11 Form EPIPF-EOF-08-03, Fax for Emergency Declaration or Status Updates

## 8.0 Records

8.1 The following QA records and non-QA records are identified in this directive/procedure and are listed on the KNPP Records Retention Schedule. These records shall be maintained according to the KNPP Records Management Program.

### 8.1.1 QA Records

- Form EPIPF-AD-07-01, Event Notice (Nuclear Accident Reporting System Form (NARS))
- Attachment A, State and County Event Notification
- Form EPIPF-AD-07-03, Fax Event Notice
- Form EPIPF-AD-07-04, ERO Event Notification

### 8.1.2 Non-QA Records

None

# STATE AND COUNTY EVENT NOTIFICATION

Date and Time: \_\_\_\_\_

Check

1. Verify that any "Event Notice," Form EPIPF-AD-07-01, received from the SM/ED or ERM has their approval signature, date, and time. \_\_\_\_\_
2. Pick up the Dial Select phone and verify the line is clear. \_\_\_\_\_
  - a. IF someone is using the Dial Select line, THEN state that you have a "PRIORITY 2" notification. They will clear the line unless they have a "PRIORITY 1" call.
  - b. IF someone states they have a "PRIORITY 1" conversation, THEN acknowledge their priority and monitor the call until they finish.
3. WHEN the line is clear, Dial "83-43-53" (agencies to be notified). \_\_\_\_\_
  - a. IF the Dial Select system is not operating, THEN go to Step 8 (Using Secondary Method, Commercial Phone).
4. WHEN each party acknowledges:
  - a. Answer by stating: "This is the Kewaunee Nuclear Plant - Please stay on the line for a Nuclear Accident Reporting System (NARS) message." \_\_\_\_\_
  - b. Record the time each agency responds on top of Form EPIPF-AD-07-01 (NARS form). \_\_\_\_\_
  - c. After all agencies have answered press the # key to cancel the ringing. \_\_\_\_\_
    - IF after five (5) rings an agency has not answered, THEN press the individual's Dial Select number from the table below.

AGENCY	DIAL SELECT #
State EOC	83
Kewaunee County EOC	43
Manitowoc County EOC	53

- WAIT up to five (5) more rings, THEN press the "#" key to cancel ringing.
- IF unable to contact a specific agency, THEN continue with the notification of agencies on the line.

# STATE AND COUNTY EVENT NOTIFICATION

Check

5. Read the message on Form EPIPF-AD-07-01 text aloud, SLOWLY AND DELIBERATELY, using number and letter designations (Ref: "Phonetic Alphabet.") \_\_\_\_\_
6. Say: "State of Wisconsin EOC, please read back this message to verify accuracy." (Pause to allow message to be read back.) \_\_\_\_\_
7. Say: "Have all agencies received this message?" (Wait for Reply.) \_\_\_\_\_
8. IF any agencies did not respond to the Dial Select, THEN complete the State and County Event Notification using the secondary method, commercial phone. \_\_\_\_\_

AGENCY	COMMERCIAL #
State EOC	1 (800) 943-0003
Kewaunee County EOC	1 (920) 487-9791
Manitowoc County EOC	1 (920) 683-4916

- a. Call each applicable agency number in the order shown above.
  - b. WHEN the party answers, record the time on Form EPIPF-AD-07-01 (NARS form).
  - c. Read the message on Form EPIPF-AD-07-01 text aloud, SLOWLY AND DELIBERATELY, using number and letter designations (Ref: "Phonetic Alphabet").
  - d. Say: "(agency name), please read back this message to verify accuracy." (Pause to allow message to be read back.)
9. Inform SM/ED/ERM that notifications have been made. \_\_\_\_\_
  10. Return to procedure Step 5.2. \_\_\_\_\_

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Reviewed By		Bill Bartelme		Approved By		Bill Bartelme	
Nuclear Safety Related	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	PORC Review Required	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	SRO Approval Of Temporary Changes Required	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

## 1.0 Purpose

- 1.1 This procedure provides instruction for establishing the emergency response organization for the Technical Support Center (TSC) and describes the responsibilities of the organizations members.

## 2.0 General Notes

- 2.1 None

## 3.0 Precautions and Limitations

- 3.1 If a declared emergency is initiated due to a low or high security threat, core damage assessment and severe accident management assessment may be performed in the Emergency Operating Facility (per Emergency Plan, Section 6.2.5).

## 4.0 Initial Conditions

- 4.1 This procedure shall be implemented and the TSC staff formed during a Declared Emergency of Alert, Site Emergency, General Emergency, or whenever the need arises to activate the TSC.

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## 5.0 Procedure

### 5.1 Technical Support Center Director (TSCD) shall:

5.1.1 Supervise and coordinate the TSC staff actions as stated in EPIP-AD-04, "KNPP Response to Alert or Higher."

### 5.2 Severe Accident Management Team Leader (SAMTL) shall:

5.2.1 WHEN notified that an Emergency has been declared:

- a. Report to the Technical Support Center.
- b. IF a SAMTL has been designated, THEN until released,
  1. Assist in the activation of the TSC.
  2. If appropriate, plan a shift relief per EPIP-AD-05, "Emergency Response Organization Shift Relief Guideline."
  3. Assist the designated SAM Operations person.
- c. IF a SAMTL has NOT been designated, THEN notify the Technical Support Center Director (TSCD) of your intent to assume the responsibilities of the SAMTL and continue implementation of this procedure.

5.2.2 Obtain the SAMTL Response Binder from the TSC Material Locker.

#### Warning

*Implementation of SAMGs from the TSC prior to full activation of the TSC is NOT recommended without careful analysis. Information flow into the TSC must be adequate to support the SAM Teams ability to develop recommendations and the Emergency Director should be available in the TSC to support the decision making process on SAM Team recommendations.*

5.2.3 Ensure the following actions are completed prior to implementation of the SAM guidelines from the TSC:

- a. \_\_\_\_\_ The SAM Operations and SAM Core Hydraulics positions are filled.
- b. \_\_\_\_\_ The computers in the SAM Room are energized and signed on to the SAM data screens in accordance with Step 5.2.4 of this procedure.

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**Note**

*Obtain information needed in the next step from TSC status boards, PPCS computer terminal, the Data Coordinator, and/or the ERF Communicator - TSC:*

- c. \_\_\_\_\_ Using Form EPIPF-TSC-01-01, "Plant Status Summary for SAM Implementation," obtain as complete a picture of plant status as possible.

5.2.4 SAM data screen access method:

- a. Log into the KNPP Network using one of the 2 terminals in the SAM Room.

**Note**

*The SAM DATA Icon (shortcut) opens the Excel file "J:\ShareData\Ep(242)\Sam\Hnwltopc\Sam.xls."*

- b. Select the SAM DATA Icon from the Program Menu.

5.2.5 Determine if the Control Room staff is implementing SAM guidelines:

a. IF NO, THEN

1. Maintain plant status awareness using Form EPIPF-TSC-01-01, "Plant Status Summary for SAM Implementation," current with plant conditions.
2. Periodically check with the SAM Core Hydraulics and SAM Operations person to obtain knowledge of their individual activities.
3. Using Form EPIPF-TSC-01-03, "Severe Accident Management - Status," determine potential SAM guideline application.
4. Offer assistance to the TSCD with tasks that will allow you to keep abreast of plant conditions.

b. IF YES, THEN

1. Inform the SAM Core Hydraulics and SAM Operations person that they should go to the SAM Room and initiate a review of the Diagnostic Flow Chart (DFC) based on current plant conditions.
2. Inform the Emergency Director (ED) that the SAM Team has begun monitoring the DFC.

**Note**

*Form EPIPF-TSC-01-03 may be used as a tool during the analysis process.*

3. Facilitate a review of appropriate SAGs and SCGs with the SAM Team.

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4. Obtain and complete Form EPIPF-TSC-01-02, "Severe Accident Management Summary and Strategy Recommendation," for each SAM guideline analyzed that results in a needed strategy recommendation to the ED.
5. Interact with the TSC Directors to obtain information or alert them to pending anticipatory tasks.
6. Provide any or all strategy recommendation(s) to the ED using completed Form EPIPF-TSC-01-02 as soon as possible.
7. Ensure that the Severe Accident Management status board is maintained.
8. Ensure that the DFC is continuously monitored.
9. Ensure the Severe Challenge Status Tree (SCST) is monitored as appropriate for accident conditions.
10. Ensure Long Term Concerns are monitored per SAEG-1.

5.2.6 Review staffing requirements, AND

- a. Request additional assistance from the TSCD, OR
- b. Release any assistance no longer required back to the TSCD.

5.2.7 If appropriate, plan a shift relief for SAM Team Leader per EPIP-AD-05.

5.2.8 IF Final Conditions (Section 6.0) have NOT been met, THEN return to Step 5.2.5.

5.2.9 WHEN Final Conditions (Section 6.0) are met:

- a. Verify the SAM Room is returned to normal status and emergency procedures, forms, etc. are returned to their proper place.
- b. Collect all completed forms, notes, and other documentation and give them to the TSCD.

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5.3 Severe Accident Management Operations (SAMOP) shall:

5.3.1 WHEN notified that an Emergency has been declared:

- a. Report to the Technical Support Center.
- b. IF a SAMOP person has been designated, THEN until released,
  1. Assist in the activation of the TSC.
  2. If appropriate, plan a shift relief per EPIP-AD-05.
  3. Assist the designated SAMOP person.
- c. IF a SAMOP person has NOT been designated, THEN notify the Technical Support Center Director of your intent to assume the responsibilities of the SAMOP person and continue implementation of this procedure.

**Note**

*Pre-SAM activities should be performed from the TSC Directors table at SAM Team Leader locations.*

5.3.2 Initiate EPIP-TSC-10, "Technical Support for IPEOPs," and review against existing plant conditions, Control Room actions, and operating procedure implementation.

5.3.3 Advise the ED on the potential TSC actions and activities needed in support of operational situations and actions.

5.3.4 Inform the ED of any significant events.

5.3.5 Review staffing requirements with the SAM Team Leader, AND

- a. Request additional assistance from the TSCD, OR
- b. Release any assistance no longer required back to the TSCD.

5.3.6 If appropriate, plan a shift relief for the SAMOP person per EPIP-AD-05.

5.3.7 IF informed by the SAM Team Leader that SAM guidelines need to be implemented:

- a. Secure use of procedure EPIP-TSC-10.
- b. Move to the SAM Room and initiate a review of the Diagnostic Flow Chart.

5.3.8 IF Final Conditions (Section 6.0) have NOT been met or SAM Guidelines have NOT been implemented, THEN return to Step 5.3.2.

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5.3.9 WHEN Final Conditions are met (Section 6.0):

- a. Verify all work areas are returned to normal status and emergency procedures, forms, etc. are returned to their proper place.
- b. Collect all completed forms, notes, and other documentation and give them to the TSCD.

5.4 **Severe Accident Management Core Hydraulics (SAMCH)** shall:

5.4.1 WHEN notified that an Emergency has been declared:

- a. IF on-site at the time of declaration, THEN report to the TSC and go to step e.
- b. Report to the Emergency Operations Facility.
- c. IF an SRCL person has NOT been designated, THEN notify the Emergency Protection Director and Technical Support Center Director of your intent to provide Core Damage Assessment until relieved by an SRCL.
- d. IF an SRCL has been designated, THEN report to the Technical Support Center.
- e. IF a SAMCH person has been designated, THEN until released,
  1. Assist in the activation of the TSC.
  2. If appropriate, plan a shift relief per EPIP-AD-05.
  3. Assist the designated SAMCH person.
- f. IF a SAMCH person has NOT been designated, THEN notify the Technical Support Center Director of your intent to assume the responsibilities of the SAMCH person and continue implementation of this procedure.

5.4.2 Based on plant conditions, implement the following procedures:

- a. EPIP-TSC-07, "RV Head Venting Time Calculation"
- b. EPIP-TSC-08A, "Calculations for Steam Release from Steam Generators"
- c. EPIP-TSC-09A, "Core Damage Assessment"

5.4.3 Monitor core and reactor coolant parameters for indications of inadequate core cooling.

5.4.4 Assess for actual or potential reactor core damage.

5.4.5 Inform the TSCD of significant changes in core and reactor coolant parameters.

5.4.6 In conjunction with the SAM Team Leader, provide recommendations to the ED on mitigating actions that may be taken.

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- 5.4.7 Review staffing requirements with the SAM Team Leader, AND
- a. Request additional assistance from the TSCD, OR
  - b. Release any assistance no longer required back to the TSCD.
- 5.4.8 If appropriate, plan a shift relief for the SAMCH person per EPIP-AD-05.
- 5.4.9 IF informed by the SAM Team Leader that SAM guidelines need to be implemented:

**Note**

*It may be necessary to continue implementation of Procedures EPIP-TSC-07, EPIP-TSC-08A, and/or EPIP-TSC-09A as well as the SAGs and SCGs.*

- a. Move to the SAM Room and initiate a review of the Diagnostic Flow Chart.
- 5.4.10 IF Final Conditions (Section 6.0) have NOT been met, THEN return to Step 5.4.2.
- 5.4.11 WHEN Final Conditions are met (Section 6.0):
- a. Verify all work areas are returned to normal status and emergency procedures, forms, etc. are returned to their proper place.
  - b. Collect all completed forms, notes, and other documentation and give them to the TSCD.

**5.5 Engineering Coordinator shall:**

- 5.5.1 WHEN notified that an Emergency has been declared:
- a. Report to the Technical Support Center.
  - b. IF an Engineering Coordinator has been designated, THEN until released,
    1. Assist in the activation of the TSC.
    2. If appropriate, plan a shift relief per EPIP-AD-05.
    3. Assist the designated Engineering Coordinator.
  - c. IF an Engineering Coordinator has NOT been designated, THEN notify the Technical Support Center Director of your intent to assume the responsibilities of the Engineering Coordinator and continue implementation of this procedure.
- 5.5.2 Implement procedure EPIP-TSC-04, "Emergency Physical Changes, Major Equipment Repair."
- 5.5.3 When required, develop and issue work requests.

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- 5.5.4 When required, provide plant groups with revised and updated prints.
- 5.5.5 When requested, present emergency physical change information to the Plant Operations Review Committee (PORC).
- 5.5.6 When requested by the TSCD, coordinate engineering support.
- 5.5.7 When requested, provide engineering and technical assistance to the Support Activity Director.
- 5.5.8 Inform the TSCD of any significant events.
- 5.5.9 Review staffing requirements, AND
  - a. Request additional assistance from the TSCD, OR
  - b. Release any assistance no longer required back to the TSCD.
- 5.5.10 If appropriate, plan a shift relief for Engineering Coordinator per EPIP-AD-05.
- 5.5.11 IF Final Conditions (Section 6.0) have NOT been met, THEN return to Step 5.5.2.
- 5.5.12 WHEN Final Conditions are met (Section 6.0):
  - a. Verify all work areas are returned to normal status and emergency procedures, forms, etc. are returned to there proper place.
  - b. Collect all completed forms, notes, and other documentation and give them to the TSCD.

**5.6 Quality Programs Coordinator shall:**

- 5.6.1 WHEN notified that an Emergency has been declared:
  - a. Report to the Technical Support Center.
  - b. IF a Quality Programs Coordinator has been designated, THEN until released,
    - 1. Assist in the activation of the TSC.
    - 2. If appropriate, plan a shift relief per EPIP-AD-05.
    - 3. Assist the designated Quality Programs Coordinator.
  - c. IF a Quality Programs Coordinator has NOT been designated, THEN notify the Technical Support Center Director of your intent to assume the responsibilities of the Quality Programs Coordinator and continue implementation of this procedure.

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- 5.6.2 Alert the TSCD of any Quality Programs (QP) concerns which may impact any activity.
- 5.6.3 When appropriate, provide recommendations to the TSCD.
- 5.6.4 Maintain QP activities as close to normal as practical.
- 5.6.5 Coordinate necessary Warehouse activities for procurement and/or relative shipment of material.
- 5.6.6 Inform the TSCD of any significant events.
- 5.6.7 Review staffing requirements, AND
  - a. Request additional assistance from the TSCD, OR
  - b. Release any assistance no longer required back to the TSCD.
- 5.6.8 If appropriate, plan a shift relief for Quality Programs Coordinator per EPIP-AD-05.
- 5.6.9 IF Final Conditions (Section 6.0) have NOT been met, THEN return to Step 5.6.2.
- 5.6.10 WHEN Final Conditions are met (Section 6.0):
  - a. Verify all work areas are returned to normal status and emergency procedures, forms, etc. are returned to there proper place.
  - b. Collect all completed forms, notes, and other documentation and give them to the TSCD.

**5.7 Data Coordinator shall:**

- 5.7.1 WHEN notified that an Emergency has been declared:
  - a. Report to the Technical Support Center.
  - b. IF a Data Coordinator has been designated, THEN until released,
    1. Assist in the activation of the TSC.
    2. If appropriate, plan a shift relief per EPIP-AD-05.
    3. Assist the designated Data Coordinator.
  - c. IF a Data Coordinator has NOT been designated, THEN notify the Technical Support Center Director of your intent to assume the responsibilities of the Data Coordinator and continue implementation of this procedure.
- 5.7.2 Implement procedure EPIP-TSC-03, "Plant Status Procedure."

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- 5.7.3 Obtain information not available on the PPCS computer from the ERF Communicator - TSC.
- 5.7.4 Alert the TSCD or ED of significant changes in plant parameters or system status changes.
- 5.7.5 Assist TSC staff members to obtain plant data and information.
- 5.7.6 Ensures that data forms or messages are maintained for use in event analyses.
- 5.7.7 Inform the TSCD of any significant events.
- 5.7.8 Review staffing requirements, AND
  - a. Request additional assistance from the TSCD, OR
  - b. Release any assistance no longer required back to the TSCD.
- 5.7.9 If appropriate, plan a shift relief for Data Coordinator per EPIP-AD-05.
- 5.7.10 IF Final Conditions (Section 6.0) have NOT been met, THEN return to Step 5.7.2.
- 5.7.11 WHEN Final Conditions are met (Section 6.0):
  - a. Verify all work areas are returned to normal status and emergency procedures, forms, etc. are returned to there proper place.
  - b. Collect all completed forms, notes, and other documentation and give them to the TSCD.

**5.8 Off-Site Communicator shall:**

- 5.8.1 IF notified that an emergency has been declared during work-hours, THEN
  - a. Report to the TSC and ask for head-of-the-line privileges for accountability.
  - b. IF more than one off-site communicator arrives at the TSC, THEN promptly select one to stay in the TSC, others are to go to the EOF.
- 5.8.2 Verbally inform the TSCD or ED of your arrival and availability to perform off-site notifications.
- 5.8.3 If directed by the Emergency Director, accept formal turnover of responsibilities for off-site notifications from the Control Room.
- 5.8.4 When completed, verbally inform Emergency Director that off-site communication responsibility has been accepted in the TSC.

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5.8.5 Direct TSC Support Personnel to enter date and time in the TSC log for turnover of responsibilities for off-site notifications from the Control Room.

5.8.6 Perform off-site notifications as directed by the ED in accordance with EPIP-AD-07.

**Note**

*Before contacting the Engineering/Licensing Coordinator, become familiar with off-site PAR and evacuation restrictions.*

5.8.7 WHEN the EOF requests turnover of responsibility for off-site communication, THEN

- a. Update the Off-Site Communicator in the EOF on status of off-site communications.
- b. Formally release responsibility for off-site communications to the Off-Site Communicator in the EOF and note time.
- c. Verbally inform the ED that off-site communication has been transferred to the EOF.
- d. Direct the TSC support person to enter the date and time in the TSC log for turnover of responsibility for off-site notifications to the EOF.
- e. Contact the Eng/Lic. Coordinator and ask how you can best support the EOF.

5.8.8 IF the EOF requests you to leave the site and PARs allow it, THEN inform the TSCD or ED you are leaving the site to follow EOF instructions.

5.8.9 WHEN Final Conditions are met (Step 6.0):

- a. IF off-site communications are being performed from the TSC, ensure that termination communications have been completed in accordance with EPIP-EOF-08.
- b. Verify that the bell switch on the emergency government verification line is in the ON position.
- c. Verify all work areas are returned to normal status and Emergency Procedures, Forms, etc., are returned to their proper place.
- d. Collect all completed Forms, Notes and Other Documentation and give them to the TSCD.

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5.9 NRC Communicator (NRCCM) shall:

5.9.1 WHEN notified that an Emergency has been declared:

- a. Report to the Control Room.
- b. IF a NRCCM has been designated, THEN until released,
  1. Provide assistance to the designated NRCCM as required.
  2. When appropriate, relocate to the TSC and monitor the communications of the NRCCM in the Control Room.
  3. When the TSC is capable of supporting NRC communications, transfer NRC communications from the Control Room to the TSC.
- c. IF a NRC Communicator has NOT been designated, THEN notify the Shift Technical Advisor (STA) or Event Operations Director of your intent to assume the responsibilities of the NRCCM and continue implementation of this procedure.

**Note**

*The Emergency Response Data System shall be activated within one hour of declaration of an Alert or higher.*

1. Ensure the Emergency Response Data System has been activated per Form EPIPF-TSC-02-03.
2. Relieve the STA of NRC Communications responsibility.
3. Maintain a continuous line of communication with NRC headquarters.
4. WHEN the TSC is considered ready for activation, turn over NRC communications or relocate to the Technical Support Center.

5.9.2 Notify the TSCD that you have assumed responsibility for the NRC Communicator position.

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5.9.3 The following issues are of interest to the NRC:

- a. \_\_\_\_\_ Is there any change to the classification of the event? If so, what is the reason?
- b. \_\_\_\_\_ What is the ongoing/imminent damage to the facility, including affected equipment and safety features?
- c. \_\_\_\_\_ Have toxic or radiological releases occurred or been projected, including changes in the release rate? If so, what is the projected on-site and off-site releases, and what is the basis of assessment?
- d. \_\_\_\_\_ What are the health effect/consequences to on-site/off-site people? How may on-site/off-site people are/will be affected and to what extent?
- e. \_\_\_\_\_ Is the event under control? When was control established, or what is the planned action to bring the event under control? What is the mitigative action underway or planned?
- f. \_\_\_\_\_ What on-site protective measures have been taken or planned?
- g. \_\_\_\_\_ What off-site protective actions have been recommended to State/Local officials?
- h. \_\_\_\_\_ What is the status of State/Local/other Federal agencies' responses, if known?
- i. \_\_\_\_\_ If applicable, what is the status of public information activities, such as alarm, broadcast, or press releases (regulatee/State/Local/other Federal agencies)? Has a Joint Information Center been activated?

5.9.4 Continue to maintain a continuous line of communication with NRC headquarters.

5.9.5 Record all incoming and outgoing information on the Telephone Communications Log Sheet located in the TSC reference shelf.

5.9.6 Provide notifications and status updates to the NRC.

- a. Fax "NRC Form 361," Figure 2 of GNP-11.04.04 to NRC for each classification upgrade.
- b. Notify NRC of PAR changes.

5.9.7 Notify the ED or TSCD of NRC concerns.

5.9.8 Inform the TSCD of any significant events.



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- 5.10.6 Inform the TSCD of any significant events.
- 5.10.7 Review staffing requirements, AND
  - a. Request additional assistance from the TSCD, OR
  - b. Release any assistance no longer required back to the TSCD.
- 5.10.8 If appropriate, plan a shift relief for ERF Communicator - TSC per EPIP-AD-05.
- 5.10.9 IF Final Conditions (Step 6.0) have NOT been met, THEN return to Step 5.10.3.
- 5.10.10 WHEN Final Conditions are met (Step 6.0):
  - a. Verify all work areas are returned to normal status and emergency procedures, forms, etc., are returned to their proper place.
  - b. Collect all completed forms, notes, and other documentation and give them to the TSCD.

**5.11 TSC Support Person shall:**

- 5.11.1 WHEN notified that an Emergency has been declared:
  - a. Report to the Technical Support Center.
  - b. IF a TSC Support person has been designated, THEN until released,
    - 1. Assist in the activation of the TSC.
    - 2. If appropriate, plan a shift relief per EPIP-AD-05.
    - 3. Assist the designated TSC Support person.
  - c. IF a Recorder has NOT been designated, THEN notify the Technical Support Center Director of your intent to assume the responsibilities of the TSC Support person and continue implementation of this procedure.
- 5.11.2 Maintain a "Chronological TSC Log" of significant events, announcements, and TSCD priorities.
- 5.11.3 When requested, make document copies.
- 5.11.4 Inform the TSCD of any significant events.
- 5.11.5 Review staffing requirements, AND
  - a. Request additional assistance from the TSCD, OR
  - b. Release any assistance no longer required back to the TSCD.
- 5.11.6 If appropriate, plan a shift relief for the TSC Support person per EPIP-AD-05.

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5.11.7 IF final conditions (Step 6.0) have NOT been met, THEN return to Step 5.11.2.

5.11.8 WHEN Final Conditions are met (Step 6.0):

- a. Verify all work areas are returned to normal status and emergency procedures, forms, etc., are returned to their proper place.
- b. Collect all completed forms, notes, and other documentation and give them to the TSCD.
- c. Ensure documents and forms generated in the TSC during the event are retained according to the KNPP Records Retention Schedule.

## 6.0 Final Conditions

6.1 Plant Emergency has been terminated or Recovery actions have begun and the Emergency Response Manager has suspended the use of EPIPs.

## 7.0 References

- 7.1 EPIP-AD-04, KNPP Response to Alert or Higher
- 7.2 EPIP-AD-05, Emergency Response Organization Shift Relief Guideline
- 7.3 EPIP-AD-07, Initial Emergency Notifications
- 7.4 Kewaunee Nuclear Power Plant Emergency Plan
- 7.5 EPIP-EOF-08, Continuing Emergency Notifications
- 7.6 EPIP-TSC-03, Plant Status Procedure
- 7.7 EPIP-TSC-04, Emergency Physical Change, Major Equipment Repair
- 7.8 EPIP-TSC-07, RV Head Venting Time Calculation
- 7.9 EPIP-TSC-08A, Calculations for Steam Release from Steam Generators
- 7.10 EPIP-TSC-09A, Core Damage Assessment
- 7.11 EPIP-TSC-10, Technical Support for IPEOPs

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## 8.0 Records

8.1 The following QA records and non-QA records are identified in this directive/procedure and are listed on the KNPP Records Retention Schedule. These records shall be maintained according to the KNPP Records Management Program.

### 8.1.1 QA Records

- Telephone Communications Log Sheet, Form EPIPF-EOF-04-02
- Chronological TSC Log
- Severe Accident Management Summary and Strategy Recommendation, Form EPIPF-TSC-01-02

### 8.1.2 Non-QA Records

- Plant Status Summary for SAM Implementation, Form EPIPF-TSC-01-01
- Severe Accident Management - Status, Form EPIPF-TSC-01-03

## EOF DEACTIVATION CHECKLIST

ITEM	ACTION	INITIAL WHEN COMPLETED
1	Termination notifications have been completed in accordance with EPIP-EOF-08 as appropriate.	_____
2	<p>Ensure the designated* emergency telephones are unplugged and returned to the blue storage containers in the EOF.</p> <p>* Remove ONLY the following phones <u>AND</u> store them in the EP storage closet in the storage box listed. All other phones shall remain permanently installed.</p> <ul style="list-style-type: none"> <li>• SRCL/EPD Area (Storage Box A) - Phones 15, 16, 17, 18, and 22 (Figure EPIPFG-APPX-A-06-04)</li> <li>• ALD/NRC Area (Storage Box B) - Phones 5 and 6 (Figure EPIPFG-APPX-A-06-04)</li> <li>• ENV Work Area (Storage Box C) - Phones 19, 20, 21, and 23 (Figure EPIPFG-APPX-A-06-04)</li> <li>• NRC Conference Room (Storage Box D) - Phones 26, 27, 28, 29, and 30 (Figure EPIPFG-APPX-A-06-09)</li> <li>• State/County Conference Room (Storage Box E) - Phones 32 and 33 (Figure EPIPFG-APPX-A-06-08)</li> </ul>	_____
3	Ensure all work spaces are returned to their As-Found office configuration.	_____
4	Ensure deactivation of security measures in accordance with EPIP-EOF-12.	_____
5	Ensure EOF Inventory is performed per Form EPMPF-10.01-02, "EOF Inventory Checklist."	_____
6	Ensure inventory sheet for each ERO response binder used, has been signed, dated, and returned to the ALD.	_____
7	Notify Emergency Director that deactivation of the EOF is complete.	(ERM) _____

ERM SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

TIME \_\_\_\_\_

# PLANT STATUS SUMMARY FOR SAM IMPLEMENTATION

DATE: \_\_\_\_\_

TIME: \_\_\_\_\_

CORE COOLING STATUS			
		TRAIN A	TRAIN B
SI Trains in Operation:			
RHR Trains in Operation:			
SI Accumulator Injected:			
		PR-1A	PR-1B
PRZR PORVs in Use:			
RXCPs Bumped:			
	A	B	C
Charging Pumps in Operation:			
CONTAINMENT SYSTEMS STATUS			
		TRAIN A	TRAIN B
Containment Spray Trains in Operation:			
Containment Fan Coil Units in Operation:		A	B
		C	D
Containment Dome Fans in Operation:			
SHIELD BUILDING SYSTEMS STATUS			
		TRAIN A	TRAIN B
SBV Recirculation Fans in Operation:			
AUXILIARY BUILDING SYSTEMS STATUS			
		TRAIN A	TRAIN B
Zone SV Exhaust Fans in Operation:			

# PLANT STATUS SUMMARY FOR SAM IMPLEMENTATION

SECONDARY COOLING STATUS						
AFW Pumps in Operation:	A	B	C			
FW Pumps in Operation:	A	B				
CD Pumps in Operation:	A	B				
SGF PORV in Use:			SD-3A	SD-3B		
Condenser Dump in Use:			SD-11A1	SD-11B1		
SUPPORT SYSTEM STATUS						
AC Buses Energized:	1	2	3	4	5	6
SWS Pumps in Operation:	A1	A2	B1		B2	
CCW Pumps in Operation:	A		B			
Instrument Air Available:	YES / NO					

# TSC AND OSF DE-ACTIVATION CHECKLIST

- 1.0 \_\_\_\_\_ Collect all unused office supplies and place them in one location in the TSC.
- 2.0 \_\_\_\_\_ Collect all forms, records, and logs generated during the event and give them to the Technical Support Director.
- 3.0 \_\_\_\_\_ Return the radiation survey instrument to the RAF.
- 4.0 \_\_\_\_\_ Place the DAROME system on-off switch to the "OFF" position.
- 5.0 \_\_\_\_\_ Place the TSC Reader/Printer on-off switch to the "OFF" position
- 6.0 \_\_\_\_\_ Shut down all programs and turn off all computers and monitors in the:
  - 6.1 OSF
  - 6.2 SAM Team Room
- 7.0 \_\_\_\_\_ Contact the Control Room and request that the TSC Ventilation System be secured.
- 8.0 \_\_\_\_\_ Secure the ERDS as follows:
  - 8.1 AT THE ERDS COMPUTER
    - a. Position the arrow, using the mouse, on "STOP TRANSMISSION."
    - b. Depress the left mouse button.
    - c. Verify the ERDS Status number has returned to "ERDS LINK NOT CONNECTED."
  - 8.2 AT THE PPCS COMPUTER TERMINAL (KBN02)
    - a. Use the tab key to tab to "STOP THE DATA FLOW TO THE EMERGENCY SEND SYSTEM."
    - b. Depress the execute button.
    - c. Turn off the monitor by pushing the power button on the front right-hand side of the monitor.

## TSC AND OSF DE-ACTIVATION CHECKLIST

9.0 \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Secure the three PPCS Computer trend recorders (85020, 85021, and 85022) as follows:

- a. Open the front cover to access key pad.
- b. Press the greater than (>) button. (Display = Pri Chart Spd 20 MM/HR).
- c. Press the advance button twice. (Display = Chart Hold Off).
- d. Press the up arrow once. (Display = Chart Hold Off).
- e. Press the enter key. (Display = Chart Hold On).
- f. Press the "C" key (Display = 1PCT X.XX, 2PCT X.XX Off).
- g. Close the front cover.

10.0 \_\_\_\_\_  
\_\_\_\_\_

Secure the two meteorological recorders (58012-backup and 58010-primary) as follows:

- a. Open the recorder cover (latch located bottom left side of cover).
- b. Press the chart "ON-OFF" button (right side) to place the switch in the "off" (button out) position.
- c. Open the chart door (latch located middle right).
- d. Place the power switch (lower right) in the "OFF" position.
- e. Close the chart door.
- f. Close the recorder cover.

11.0 \_\_\_\_\_  
\_\_\_\_\_

Secure the three wind recorders (58008-60m, 58009-10, and 58011-backup) as follows:

- a. Open the recorder cover (latch located middle right).
- b. Place the main power switch (lower left) to the "OFF" position.
- c. Place the chart drive switch (right side) in the "OFF" position.
- d. Close recorder cover (avoid pinching wires lower left corner).

## TSC AND OSF DE-ACTIVATION CHECKLIST

- 12.0 \_\_\_\_\_ Secure the TSC Public Address system as follows:
- a. Place the amplifier power switch in the "OFF" position.
  - b. Place the microphone mixer power switch in the "OFF" position.
  - c. Place all director table microphone power switches in the "OFF" position.
- 13.0 \_\_\_\_\_ Secure the Emergency Notification System (ENS) cordless phone as follows:
- a. Replace the handset battery with the battery from the charging unit (See EPIP Appendix A-1).
  - b. Place the handset on the base unit (charging light may or may not come on).
  - c. Place the battery from the handset on the charging unit (charging light should come on).
- 14.0 \_\_\_\_\_ IF the PC Printer 70 in the OSF was turned on, secure it by placing the on-off switch to the "OFF" position.
- 15.0 \_\_\_\_\_ Ensure TSC Inventory is performed per Form EPMPF-10.01-01, "TSC Inventory Checklist."
- 16.0 \_\_\_\_\_ Ensure inventory sheet for each ERO response binder used, has been signed, dated, and returned to the TSCD.
- 17.0 \_\_\_\_\_ Write your name in the "Completed By" space and add the "Date" and "Time" this checklist was completed.
- 18.0 \_\_\_\_\_ Report the completion of this checklist to the Technical Support Center Director.

COMPLETED BY: \_\_\_\_\_ DATE: \_\_\_\_\_ TIME: \_\_\_\_\_