



Tennessee Valley Authority, Post Office Box 2000, Soddy-Daisy, Tennessee 37384-2000

March 18, 2003

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

Gentlemen:

In the Matter of) Docket Nos. 50-327
Tennessee Valley Authority) 50-328

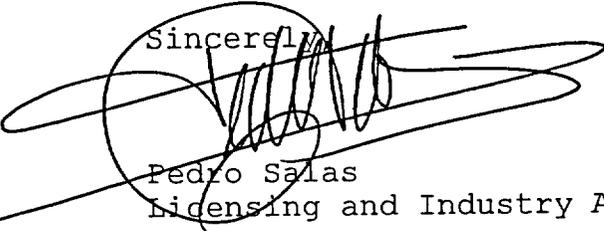
**SEQUOYAH NUCLEAR PLANT - UNITS 1 AND 2 - EMERGENCY PLAN
IMPLEMENTING PROCEDURE (EPIP) REVISIONS**

In accordance with the requirements of 10 CFR 50, Appendix E,
Section V, the enclosure provides the following EPIP:

<u>EPIP</u>	<u>Revision</u>	<u>Title</u>
EPIP-8	12	Personnel Accountability and Evacuation
EPIP-10	20	Medical Emergency Response
EPIP-12	1	Emergency Equipment and Supplies

This letter is being sent in accordance with NRC RIS 2001-05.
If you have any questions concerning this matter, please
telephone me at (423) 843-7170 or J. D. Smith at
(423) 843-6672.

Sincerely,


Pedro Salas
Licensing and Industry Affairs Manager

Enclosure

cc (Enclosure):

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U.S. Nuclear Regulatory Commission
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ENCLOSURE

TENNESSEE VALLEY AUTHORITY
SEQUOYAH NUCLEAR PLANT (SQN)
UNITS 1 and 2
DOCKET NOS. 50-327 and 50-328

EMERGENCY PLAN IMPLEMENTING PROCEDURE

TENNESSEE VALLEY AUTHORITY
SEQUOYAH NUCLEAR PLANT
EMERGENCY PLAN IMPLEMENTING PROCEDURE

EPIP-8

PERSONNEL ACCOUNTABILITY AND EVACUATION

REVISION 12

PREPARED BY: BILL PEGGRAM

RESPONSIBLE ORGANIZATION: EMERGENCY PREPAREDNESS

APPROVED BY: RANDY FORD

EFFECTIVE DATE: March 17, 2003

LEVEL OF USE: REFERENCE USE

QUALITY-RELATED

SEQUOYAH	PERSONNEL ACCOUNTABILITY AND EVACUATION	EPIP-8
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Revision History

<u>Rev NO.</u>	<u>DATE</u>	<u>REVISED PAGES</u>	<u>REASON FOR CURRENT REVISION</u>
9	1/27/1998		Non-Intent-Revision--Updated Site Security telephone number, more clearly stated operations, fire brigade, and MERT response. Updated Appendix B
10	7/10/01		Added checklists that the SED may use during site accountability and site evacuations; and other minor clarifications and grammatical enhancements. Deleted Appendix A (Accountability Reader Graphic) and renumbered remaining Appendices. Added Revision History page. Section 3.7A clarified to indicate that personnel only had to swipe at gatehouse exit if exiting through gatehouse. Exit via alternate paths would not require swiping at gatehouse. Clarified where AUOs report during radiological emergencies (not just accountability) and the protocol for maintaining continuous accountability of AUOs.
11	7/30/02		General Revision: Revised to implement actions to support NRC Security Order including adding "Line-of-Sight" process and use of Accountability in non-REP related situations. Substantial modification for content standardization with BFN/WBN and format standardization. This is an intent revision.
12	03/17/03	7, 8, 12-26	Included Lessons Learned from 9/13/02 Assembly and Accountability. Added Temporary Contractor Facility to Assembly locations. Editorial changes. This is a intent revision.

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1.0 INTRODUCTION

1.1 Purpose

The purpose of this procedure is to provide a means for administering a protective action response such as the capability to account for all individuals within the Protected Area (PA), the evacuation of all non-emergency personnel within the Owner Controlled Area and PA, in addition to the evacuation of personnel in specific affected plant area(s). The scope of this procedure includes emergency and non-emergency response personnel, visitors, contractor/construction personnel and other persons who may be within the owner controlled Area during an emergency situation.

This procedure will be initiated ordinarily by way of an emergency classification procedure step (i.e. EPIP-2, -3, -4, and -5). If situations were to exist, where in the judgment of the Shift Manager/Site Emergency Director (SED) it becomes prudent to initiate the process of assembly and accountability and/or evacuation, this procedure can be entered and initiated through that judgment.

2.0 REFERENCES

2.1 Industry Documents

- A. NUREG-0654, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants
- B. 10 CFR 50.47, Code of Federal Regulations
- C. NRC Information Notice 2002-14, Ensuring a Capability to Evacuate Individuals, Including Members of the Public, from the Owner-Controlled Area

2.2 Plant Instructions

- A. TVA Radiological Emergency Plan
- B. EPIP - 2, Notification of Unusual Event
- C. EPIP - 3, Alert
- D. EPIP - 4, Site Area Emergency
- E. EPIP - 5, General Emergency
- F. EPIP - 14, Radiological Control Response

3.0 INSTRUCTIONS

3.1 Activating the Assembly and Accountability Process

A. Shift Manager/Site Emergency Director (SM/SED)

- 1. The Shift Manager or Site Emergency Director shall initiate the activation of the assembly and accountability process.
 - a. The Shift Manager or Site Emergency Director can delegate a designee to carry out the actions of this process, but can not delegate the decision to activate the process.
- 2. Refer to Appendix C for activation.

3.2 General Personnel Information

A. Normal Entering and Exiting the Plant Protected Area

1. Individuals entering the plant Protected Area shall:
 - Swipe their badge into the entry card reader,
 - Enter the Protected Area in accordance with security procedures.
2. Individuals exiting the Protected Area shall:
 - Swipe their badge into the exit card reader in the appropriate exit portals.
 - Exit the protected area in accordance with security procedures.
3. Access Control Portal entry and exit card readers function as accountability card readers for personnel exiting the PA.
4. **NOTIFY** Nuclear Security at extension 6144, 6184, or 6568 of any problems with equipment.

B. Exiting Contamination Areas

If individuals are wearing protective clothing and working in a contaminated area, they should remove their protective clothing at the step-off pad, survey as conditions allow, and proceed to the 690' RADCON Lab assembly area and swipe the accountability reader. To prevent the spread of contamination, these individuals should:

- Walk at the outer edge of a normal passage route
- Avoid contact with other individuals
- Request RADCON surveillance as soon as possible.

3.3 Particular Area Evacuation

Plant conditions delegate operations to evacuate or request through the TSC the evacuation of particular plant areas.

- A. The Shift Manager/Site Emergency Director (SED) or designee shall make a public address (PA) announcement similar to;

"Attention all personnel. Conditions in the (area to be evacuated) require an evacuation of the area. Leave the (area to be evacuated) immediately."

- B. Personnel in the affected area(s), upon hearing the public address announcement or being notified of the particular area evacuation by any means shall do the following:
1. If working in a contaminated zone, exit the zone in accordance with Radiological Control (RADCON) procedures, unless instructed otherwise by RADCON.
 2. Exit the affected area in an orderly manner.
- C. Personnel not in the affected area(s), should continue assigned tasks if not instructed otherwise and should not enter the affected area(s) until the "All Clear" has been announced or directed through emergency response processes.

3.4 Site Assembly and Accountability

A three-minute undulating siren (a siren that raises and lowers in volume and pitch), strobe lights, or public address announcements are the general methods for notifying personnel that emergency conditions exist requiring the assembly and accountability of site personnel. Upon recognition that the assembly and accountability process has been activated, all personnel shall begin immediately to take applicable actions.

A. Non-Emergency Responders With Assigned Assembly Areas

1. Upon recognition of the assembly and accountability process, non-emergency responders with assigned assembly areas, shall proceed immediately to their designated assembly areas as listed on Appendix A.
2. Arriving at the assembly area, personnel shall:
 - a. Swipe their badge into the accountability card reader (applies only to those assembly areas within the protected area),
 - b. Remain in the designated assembly area until released by the Site Emergency Director (SED) or a plant evacuation is ordered, following the instructions of Nuclear Security.
3. Nuclear Security may release non-emergency responders with assigned assembly areas from the Gatehouse to go directly to their assembly areas. They are to be directed to card in upon arrival at the new assembly area and to remain in that area until released.

B. Non-Emergency Responders With No Assigned Assembly Area

1. Non-Emergency Responders with no assigned assembly area represent unescorted visitors, contractors/construction personnel, and others persons in public access areas on or passing within the Owner Controlled Area.
2. Upon recognition of the assembly and accountability process, non-emergency responders with no assigned assembly area, shall proceed immediately to their vehicle and exit the Owner Controlled Area.

C. Emergency Responders

1. Upon recognition of the assembly and accountability process, emergency responders, shall proceed immediately to their designated assembly area as listed on Appendix B.
2. Nuclear Security will allow ingress of personnel on Emergency Access List. Personnel are to be released from the Gatehouse to go directly to their Emergency Response Facilities. They are to be directed to card in upon arrival at the new assembly area and to remain in that area until released.

(Section 3.4.C Continued)

3. Arriving at the designated assembly area, personnel shall:
 - a. Swipe their badge into the accountability card reader,
 - b. Sign the Accountability Roster Form, Appendix I,
 - c. Review their emergency responsibilities and begin work,
 - d. If a plant evacuation is ordered, all emergency responders will remain in their designated assembly area.
4. If emergency responders are already dispatched for response activities when accountability is initiated, they should contact the OSC for instructions. The OSC should consider if continued response is necessary to mitigate the emergency, best actions to protect the health and safety of the public, and whether the response team is threatened. If continued response is necessary, the OSC should account for the individual.

D. Emergency Responders Having Escort Responsibilities

Emergency Responders, will take the applicable steps to have their visitor transferred to a non-emergency responder for relocation to an appropriate assembly area.

E. Visitors

Visitors shall remain with escorts and swipe their badge into the appropriate accountability card reader.

F. Special Conditions Concerning Assembly and Accountability

1. If a person cannot reach his designated assembly area within 15 minutes, he should go to the nearest designated area and swipe his badge into the card reader. He should remain in that assembly area. Review Appendix A and B list assembly area locations.
2. If the accountability card reader will not accept a badge, Nuclear Security should be contacted immediately at extension 6144, 6184, or 6568.
3. If a card reader or assembly area cannot be accessed, Nuclear Security should be contacted immediately at extension 6144, 6184, or 6568.
4. Personnel may be released to transfer from one assembly area to another. The TSC will notify Nuclear Security of such transfer of personnel when approved by the SED or his designee. They are to be directed to swipe their badge into the accountability card reader upon arrival at the new assembly area and to remain in that area until released.
5. Personnel may be released from their Emergency Response Facilities to exit the site by the SED or his designee on a case by case basis. The TSC will notify Nuclear Security of such egress of personnel when approved by the SED or his designee. They are to be directed to card out upon exiting the site and to immediately leave the TVA property.

(Section 3.4 Continued)

G. Shift Manager/Site Emergency Director

When conditions have been met that require the activation of the assembly and accountability process, the Shift Manager/Site Emergency Director will implement Appendix C of this procedure.

H. Nuclear Security

When notified that conditions have been met that require the activation of the assembly and accountability process, or upon indications that assembly and accountability has been initiated, Nuclear Security will implement Appendix D of this procedure.

I. Radiological Control (RADCON)

When notified that entry conditions have been met that require the activation of the assembly and accountability process, or upon indication that assembly and accountability has been initiated, Radiological Control will implement Appendix E of this procedure.

3.5 Evacuation of Non-Emergency Response Personnel

A site evacuation will be conducted upon an order issued by the Shift Manager/Site Emergency Director. This order will be issued to the TSC Nuclear Security Manager or the Nuclear Security Shift Supervisor or their designee, following the completion of assembly and accountability.

A. Non-Emergency Responders Within the Plant Protected Area.

1. All personnel assembled in designated assembly areas within the protected area shall remain in those areas until released for the purpose of evacuation. Visitors shall remain with escorts until they have exited the protected area.
2. Nuclear Security will by public address announcement or dispatching security personnel, brief and release persons in assembly areas.
3. Once released, personnel shall go immediately the protected area exit portal. Personnel shall swipe their badge into the exit card reader or as instructed by Nuclear Security. The protected area shall be exited in accordance with security procedures unless otherwise instructed.
 - a. If for any reason personnel can not go directly to the Protected Area exit portal, Nuclear Security should be contacted immediately.
 - b. If for any reason the exit card reader will not properly acknowledge a badge, Nuclear Security should be contacted immediately.

(Section 3.5.A Continued)

4. Personnel shall proceed to their vehicle and evacuate from the site to the place specified in the instructions to evacuate (ie: Chickamauga Dam Power Service Center, Watts Bar Nuclear Plant, Residence, etc), following all briefing information provided to you by Nuclear Security. Exit routes leading away from the plant may be suggested by Nuclear Security.

5. All personnel evacuating should anticipate that Owner Controlled Area road blocks will be established and if conditions require, RADCON will be monitoring vehicles and personnel as they exit.

6. Upon exiting the Owner Controlled Area, personnel shall follow all guidance of state and local authorities.

B. Non-Emergency Responders Within the Owner Controlled Area Excluding the Plant Protected Area.

1. All personnel assembled in designated assembly areas within Owner Controlled Area excluding the Protected Area shall remain in those areas until released for the purpose of evacuation.
2. Nuclear Security will dispatch security personnel directly to Owner Controlled Area Assembly Areas, brief and release assembled personnel.
3. Once released personnel shall proceed to their vehicle and evacuate from the site to the place specified in the instructions to evacuate (ie: Chickamauga Dam Power Service Center, Watts Bar Nuclear Plant, Residence, etc), following all briefing information provided to you by Nuclear Security. Exit routes leading away from the plant may be suggested by Nuclear Security. If for any reason personnel can not proceed directly to their vehicle and evacuate the site Nuclear Security shall be contacted immediately.
4. All personnel exiting the site Protected Area should anticipate that Owner Controlled Area road blocks will be established and if conditions require, RADCON will be monitoring vehicles and personnel as they exit.
5. Upon exiting the Owner Controlled Area, personnel shall follow all guidance of state and local authorities.

C. Emergency Responders

Emergency Responders shall remain in Emergency Centers and shall not evacuate from the site.

D. Shift Manager/Site Emergency Director

When conditions have been met that require an order to evacuate non-emergency response personnel, the Shift Manager/Site Emergency Director will implement Appendix F of this procedure.

(Section 3.5 Continued)

E. Nuclear Security

When notified that an order to evacuate site non-emergency response personnel has been issued by the Shift Manager/Site Emergency Director, Nuclear Security will implement Appendix G of this procedure.

F. Radiological Control

When notified that an order to evacuate site non-emergency response personnel has been issued by the Shift Manager/Site Emergency Director, Radiological Control will implement Appendix H of this procedure.

4.0 DOCUMENTATION

4.1 Records of Classified Emergencies

The materials generated in support of key actions during an actual emergency classified as NOUE or higher are considered Lifetime retention Non-QA records. Materials shall be forwarded to the EP Manager who shall submit any records deemed necessary to demonstrate performance to the Corporate EP Manager for storage.

4.2 Drill and Exercise Records

The materials deemed necessary to demonstrate performance of key actions during drills are considered Non-QA records. These records shall be forwarded to the EP Manager who shall retain records deemed necessary to demonstrate six-year plan performance for six years. The EP Manager shall retain other records in this category for three years.

5.0 ILLUSTRATIONS /APPENDICES

- Appendix A - Non-Emergency Responder Assembly Areas
- Appendix B - Emergency Responder Emergency Facility/Assembly Areas
- Appendix C - Shift Manager/Site Emergency Director - Assembly and Accountability Actions
- Appendix D - Nuclear Security - Assembly and Accountability Actions
- Appendix E - Radiological Control - Assembly and Accountability Actions
- Appendix F - Shift Manager/Site Emergency Director - Evacuation Actions
- Appendix G - Nuclear Security - Evacuation Actions
- Appendix H - Radiological Control - Evacuation Actions
- Appendix I - Accountability Roster

NON-EMERGENCY RESPONDERS ASSEMBLY AREAS

NOTE: In the event an individual cannot report to his designated card reader within 15 minutes he/she should swipe the nearest card reader and remain in that area.

Designated Assembly Areas within the Plant Protected Area	Reporting Organizations
O&PS	All employees located in O&PS assemble by floor
Solar Building - Lunchroom	MODs Craftsman, insulators, painters, shop personnel, carpenters.
Solar Building - Main Entrance	Information Services and other employees located on SB-1.
Solar Building - South Hallway	Employees located in SB-2S.
Solar Building - North Hallway	Employees located in SB-2N.
Service Bldg - RADCON Lab	Potentially Contaminated Personnel
Service Bldg - Instrument Shop	Instrument Maintenance Employees
Service Bldg - Mechanical Shop	Mechanical Maintenance Employees
Service Bldg - Electrical Shop	Electrical Maintenance Employees
Onsite Contractor Complex	Bechtel Contract Employees
POB - Cafeteria Entrance	Cafeteria workers and all other groups located in the POB, MPB, or Service Building not specifically assigned.

Designated Assembly Areas within Owner Controlled Area (Outside the Plant Protected Area)	Reporting Organizations
Sequoyah Training Center Design Services Building	All personnel within the Owner Controlled Area not within the Protected Area

EMERGENCY RESPONDERS EMERGENCY FACILITY/ASSEMBLY AREAS

Designated Assembly Area	Reporting Organizations
Unit 1 and 2 Control Rooms	All operations personnel in Control Rooms, AUOs not assigned to OSC
Technical Support Center	TSC staff
Operations Support Center	OSC staff Maintenance personnel assigned to staging area Fire Protection personnel (gear and equipment to 706' fire cages) Tool Room personnel AUO Operations personnel assigned to Staging Area RADCON personnel assigned to Staging Area
Radiological Control Lab (RADCON)	RADCON Field Operations personnel
Radiochemistry Laboratory	Chemistry personnel (Use RADCON Accountability Reader)

APPENDIX C
Page 1 of 3

SM/SED - ASSEMBLY AND ACCOUNTABILITY ACTIONS

The following appendix shall be utilized by the Shift Manager/Site Emergency Director (SM/SED) or designee for the purpose of conducting site assembly and accountability actions.

- | | | |
|----|--|---------------------------------|
| 1. | <p>VERIFY the SM/SED has determined that assembly and accountability is required.</p> | <p>_____
Initials Time</p> |
| 2. | <p>NOTIFY... Nuclear Security at extension 6144, 6184, or 6568 that:</p> <p style="margin-left: 40px;">A. The assembly and accountability sirens will be activated immediately.</p> <p style="text-align: center;">AND</p> <p style="margin-left: 40px;">B. Nuclear Security should implement EPIP-8, Appendix D.</p> | <p><input type="checkbox"/></p> |
| 3. | <p>NOTIFY... Radiological Control (RADCON) at extension 7865 that:</p> <p style="margin-left: 40px;">A. The assembly and accountability sirens will be activated immediately.</p> <p style="text-align: center;">AND</p> <p style="margin-left: 40px;">B. RADCON should implement EPIP-8, Appendix E</p> | <p><input type="checkbox"/></p> |
| 4. | <p>ACTIVATE... the assembly and accountability sirens.</p> | <p>_____
Initials Time</p> |
| 5. | <p>WHEN... the assembly and accountability sirens have completed the 3-minute cycle and silenced,</p> <p>THEN... MAKE a PA announcement similar to:</p> <p style="margin-left: 40px;">"Attention all plant personnel, site assembly and accountability has been initiated. All personnel report immediately to your assigned assembly areas."</p> <p style="margin-left: 40px;">(REPEAT)</p> | <p><input type="checkbox"/></p> |

(Continued on next page)

SM/SED - ASSEMBLY AND ACCOUNTABILITY ACTIONS

~~NOTE: If at any time during the assembly and accountability process RADCON determines that radiation guidelines for an assembly area(s) have been exceeded, direct Nuclear Security to re-locate affected personnel to another assembly area or evacuate affected personnel off-site.~~

6. **NOTIFY...** Central Emergency Control Center (CECC) Director either by the direct ring-down telephone in the TSC or at extension 751-1614.

OR

If the CECC Director can not be reached, notify the Operations Duty Specialist (ODS) at extension 751-1700 that:

- A. The assembly and accountability sirens have been activated.

AND

- B. SQN EPIP-8 is currently being implemented for assembly and accountability.

7. **WHEN...** Notified by Nuclear Security that the assembly and accountability process has been completed,

THEN.... MAKE a public address announcement similar to:
(Accountability area PA is accessible at x4900 from selected TSC and MCR phones)

"Attention all plant personnel, the site assembly and accountability process has been completed. All personnel remain in your assigned assembly areas."

(REPEAT)

NOTE: Remaining Steps should be delegated to first available management personnel (preferably TSC personnel - regardless of TSC activation status).

8. **MONITOR** conditions requiring evacuation. Re-enter this procedure at Appendix F when it has been determined by the SM/SED that conditions require an order to evacuate all non-emergency response personnel.

SM/SED - ASSEMBLY AND ACCOUNTABILITY ACTIONS

NOTE: Steps 9-11 should be performed in parallel.

- 9. **EVALUATE** what personnel should be retained onsite should evacuation become necessary. Consider whether technical and maintenance support should be held onsite and/or support to be staged at an offsite location. Delegate as necessary to the OSC Manager, TAM, and other impacted personnel.

- 10. **PROVIDE** periodic briefings to the personnel in assembly areas, (Accountability area PA is accessible at x4900 from selected TSC and MCR phones)

- 11. **EVALUATE** the long term needs of personnel in assembly areas. (Delegate as necessary)
 - Food and Water (especially diet controlled Diabetics)
 - Medication

NUCLEAR SECURITY - ASSEMBLY AND ACCOUNTABILITY ACTIONS

The following appendix shall be utilized by the TSC Security Manager or if unavailable the Security Shift Supervisor or designee for the purpose of conducting a Site Assembly and Accountability actions.

- | | Initials | Time |
|--|--------------------------|------|
| 1. VERIFY that activation of the assembly and accountability process and actions have been initiated by the SM/SED or designee. | | |
| 2. CONTROL and RESTRICT access to the Protected Area, except for those individuals designated for emergency response, per the Emergency Access List or as authorized for emergency response by the Shift Manager/Site Emergency Director. | <input type="checkbox"/> | |
| 3. ESTABLISH Owner Controlled Area road blocks and on-site traffic controls. | <input type="checkbox"/> | |
| 4. NOTIFY... RADCON at extension 7865 that Owner Controlled Area road blocks and on-site traffic control actions are in progress. | <input type="checkbox"/> | |
| 5. CONTROL and RESTRICT access to the Owner Controlled Area, except for those individuals designated for emergency response, per the Emergency Access List or as authorized for emergency response by the Shift Manager/Site Emergency Director. | <input type="checkbox"/> | |
| 6. DISPATCH officer(s) to search the following high noise areas within Protected Area and direct personnel to report to their accountability/assembly areas. | <input type="checkbox"/> | |
| <input type="checkbox"/> Turbine Building | | |
| <input type="checkbox"/> ERCW Building | | |
| <input type="checkbox"/> Diesel Generator Building | | |
| <input type="checkbox"/> New Makeup Water Building | | |
| <input type="checkbox"/> Fire Pump Building | | |
| <input type="checkbox"/> Dry Active Waste Building | | |

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NUCLEAR SECURITY - ASSEMBLY AND ACCOUNTABILITY ACTIONS

7. DISPATCH officer(s) to search areas within the Owner Controlled Area outside the Protected Area.	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border-bottom: 1px solid black; width: 50%;"></td> <td style="border-bottom: 1px solid black; width: 50%;"></td> </tr> <tr> <td style="text-align: center;">Initials</td> <td style="text-align: center;">Time</td> </tr> </table>			Initials	Time
Initials	Time				

A. **IF...** Non-employees (visitors, contractors/construction personnel, and other persons) in public access areas on or passing within the Owner Controlled Area and not assigned a designated assembly areas are located;

THEN... NUCLEAR SECURITY will:

- Warn and advise individuals of current actions to conduct assembly and accountability.
- Advise individuals on exit routes and request that they immediately exit the Owner Controlled Area (OCA).
- Send potentially contaminated persons to the RadCon survey point.

B. **IF...** Non-employees (visitors, contractors/construction personnel, and other persons) in public access areas on or passing within the Owner Controlled Area and assigned a designated OCA assembly areas are located;

THEN... NUCLEAR SECURITY will:

- Warn and advise individuals of current actions to conduct assembly and accountability.
- Advise personnel to report immediately to the nearest OCA assembly area (Example: Sequoyah Training Center).

C. **IF...** Employees having emergency response assignments are located

THEN... NUCLEAR SECURITY will:

- Warn and advise individuals of current actions to conduct assembly and accountability,
- Advise personnel to report immediately to their designated emergency response center.

D. **IF...** Employees not having emergency response assignments are located

THEN... NUCLEAR SECURITY will:

- Warn and advise individuals of current actions to conduct assembly and accountability.
- Advise personnel to report immediately to a designated assembly and accountability location outside the Protected Area. See Appendix A.

APPENDIX D
Page 3 of 3

NUCLEAR SECURITY - ASSEMBLY AND ACCOUNTABILITY ACTIONS

8. REPORT the results of accountability to the SM/SED within 30 minutes after the assembly and accountability sirens have sounded: Accountability is considered complete when all personnel have been accounted for or are known by name if not accounted for.

9. Unaccounted Individuals

IF... Individuals remain unaccounted, 45 minutes following the activation of the assembly and accountability sirens,

THEN...REQUEST permission from the SM/SED to form search teams to locate the missing individual(s),

AND

NOTIFY RADCON and request that they accompany all search teams.

10. Two Person (Line of Sight) Rule, Public Address Announcement _____
Initials Time

A. WHEN...Assembly and Accountability have been completed,

AND

Nuclear Security has determined that the Two Person (Line of Sight) Rule is required.

THEN...REQUEST permission from the SM/SED to make the following Public Address Announcement: (Accountability area PA is accessible at x4900 from selected TSC and MCR phones

"Attention all personnel. A credible insider threat exists. Effective immediately, all personnel entering the Vital Areas must observe the 2-person rule. This rule requires that all persons in a vital area must remain in visual contact with another person unless personnel or plant safety would be adversely impacted. This does not require that the two persons possess similar skills or knowledge. I repeat. The 2-person rule is being implemented immediately."

(REPEAT)

APPENDIX E
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RADIOLOGICAL CONTROL - ASSEMBLY AND ACCOUNTABILITY ACTIONS

The following Appendix shall be utilized by the TSC Radiological Control Manager or if he is unavailable the Radiological Control Shift Supervisor or designee, for the purpose of conducting a site assembly and accountability.

- | | | | |
|----|--|--------------------------|-------|
| 1. | Notified that activation of the assembly and accountability process and actions has been initiated by the SM/SED or designee. | _____ | _____ |
| | | Initials | Time |
| 2. | IF... Radiological conditions require,

THEN... ESTABLISH a survey routine for all assembly areas, including the Emergency Centers. | <input type="checkbox"/> | |
| 3. | IF... Radiological conditions in any assembly area(s) meet or exceed either of the listed guidelines

<ul style="list-style-type: none"> • Radiation levels that would result in a radiation dose of 100 mrem in one hour • Airborne radioactivity above 10CFR 20.1201 DAC limits. THEN... NOTIFY the SM/SED and recommend that the personnel within the affected area be re-located to another assembly area or evacuated from the site. | <input type="checkbox"/> | |
| 4. | EVALUATE radiological conditions to determine if a RADCON survey checkpoint at the Owner Controlled Area road block should be established. | _____ | _____ |
| | | Initials | Time |
| 5. | IF... Radiological conditions require that a RADCON survey checkpoint be established,

THEN... DISPATCH RADCON personnel to the Owner Controlled Area road block.

AND

ESTABLISH a RADCON survey checkpoint. | <input type="checkbox"/> | |
| 6. | WHEN... Notified by Nuclear Security that assembly and accountability search teams are required.

THEN... DISPATCH RADCON personnel to assist search teams | <input type="checkbox"/> | |

APPENDIX F

Page 1 of 1

SM/SED - EVACUATION ACTIONS

The following appendix shall be utilized by the designee of the Shift Manager/Site Emergency Director for the purpose of maintaining accountability, preparing for an evacuation, and then conducting an evacuation of site non-emergency response personnel if and when authorized by the SM/SED.

- | | | ____ | ____ |
|----|--|--------------------------|------|
| | | Initials | Time |
| 1. | VERIFY with the SM/SED, that conditions at this time require an order to evacuate the Owner Controlled Area of all non-emergency response personnel. | | |
| 2. | VERIFY that Accountability is complete. | <input type="checkbox"/> | |
| 3. | NOTIFY... Nuclear Security at extension 6144, 6184, or 6568 that: | <input type="checkbox"/> | |
| | A. An order to evacuate site non-emergency response personnel has been issued. | | |
| | AND | | |
| | B. NUCLEAR SECURITY Should implement EPIP-8, Appendix G. | | |
| 4. | NOTIFY... Radiological Control at extension 7865 that: | <input type="checkbox"/> | |
| | A. An order to evacuate site non-emergency response personnel has been issued, | | |
| | AND | | |
| | B. RADCON should implement EPIP-8, Appendix H. | | |
| 5. | NOTIFY... Central Emergency Control Center (CECC) Director either by the direct ring-down telephone in the TSC or at extension 751-1614, | <input type="checkbox"/> | |
| | OR | | |
| | IF the CECC Director can not be reached, THEN NOTIFY the Operations Duty Specialist (ODS) at extension 751-1700 that: | | |
| | A. An order to evacuate site non-emergency response personnel has been issued, | | |
| | AND | | |
| | B. SQN EPIP-8 is currently being implemented for evacuation of site non-emergency response personnel. | | |

NUCLEAR SECURITY - EVACUATION ACTIONS

The following appendix shall be utilized by the TSC Security Manager or if unavailable the Security Shift Supervisor or designee for the purpose of conducting a evacuation of site non-emergency response personnel.

- | | Initials | Time |
|---|--------------------------|-------|
| 1. VERIFY that an order to evacuate site non-emergency response personnel has been initiated by the SM /SED. | _____ | _____ |
| 2. CONTINUE to control and restrict access to the Plant Protected Area, except for those individuals designated for emergency response, using the Emergency Access List or as authorized for emergency response by the Shift Manager/Site Emergency Director. | <input type="checkbox"/> | |
| 3. CONTINUE to maintain Owner Controlled Area road blocks and on-site traffic controls | <input type="checkbox"/> | |
| 4. CONTINUE to control and restrict access to the Owner Controlled Area, except for those individuals designated for emergency response, using the Emergency Access List or as authorized for emergency response by the Shift Manager/Site Emergency Director. | <input type="checkbox"/> | |
| 5. NOTIFY RADCON at extension 7865 that Owner Controlled Area road blocks and on-site traffic control actions are in place. | <input type="checkbox"/> | |
| 6. EVALUATE evacuation route: | _____ | _____ |
| A. Consult with RADCON information concerning off-site environmental radiological hazards (potential plume pathways). | | |
| B. Consider local weather information to determine if hazardous weather conditions exist. | | |
| C. Consider, all information concerning terrorist activity within a 10 mile radius of the site. | | |

NUCLEAR SECURITY - EVACUATION ACTIONS

7. **DETERMINE** evacuation route based upon information obtained in step 6 of this appendix: Route traffic along
- Hixson Pike South
 - Hixson Pike North
 - Sequoyah Access Road
- By best available route to:
- Chickamauga Power Service Shop (North side of Chickamauga Dam)
 - Watts Bar Nuclear Plant
 - Residence
 - Other: (Specify) _____
8. **ENSURE** CECC has coordinated imminent evacuation and evacuation route with State/Local Governments.
9. **VERIFY** that all prior listed items are complete before continuing in this action list.
10. **DISPATCH** Nuclear Security personnel to evacuate the following areas: _____
Initials Time
- SQN Training Center
 - Design Services Complex (Alpine Village)
 - LiveWell Facility
 - Warehouse Complex
 - Security Training Facility
 - Recreation Area (Ball field)
 - Met Tower
11. **ENSURE** personnel designated to remain onsite have been contacted and told in which Assembly Area to remain.
12. **ENSURE** Appendix H (RadCon) is complete before proceeding. **OBTAIN** information on which office areas (if any) that cannot be re-entered from RadCon.

(Continued on next page)

NUCLEAR SECURITY - EVACUATION ACTIONS

13. Read the following message to all assembly areas using PA (x4900). Note Access to these numbers is limited to certain phones in the MCR and TSC.

We are preparing to release personnel from the site in an orderly manner. Please do not take unnecessary materials with you as clearing these items may delay everyone's release from the site. Those persons that need to return to office areas to get car keys, etc...

- will be allowed to return to their office for these materials.
- will be allowed to return to their offices except for the following restricted areas...

If you are impacted by this restriction, please make arrangements with another person in your assembly area to provide transportation for you.

Once out of the gatehouse, please leave the property immediately and go

- Hixson Pike South
- Hixson Pike North
- Sequoyah Access Road

by best available route to:

- Chickamauga Power Service Shop (North side of Chickamauga Dam)
- Watts Bar Nuclear Plant Training Center
- Your Residence
- Other: (Specify) _____

Certain personnel have been identified as needing to stay to support ongoing efforts. Those persons have been contacted and given an Assembly area in which to remain. Please remain in those areas unless otherwise instructed by the TSC.

Thank You.

NUCLEAR SECURITY - EVACUATION ACTIONS

NOTE: The order in which assembly areas are evacuated is discretionary. The list of assembly areas is not intended to suggest an order for completion.

14. **NOTIFY...** the desired Assembly Area to leave the site. Obtain frequent feedback as to any bottleneck at the egress points (Gatehouse or perimeter checkpoint). Base rate of release on bottleneck at checkpoints.

A. **CONTACT** the Assembly Area(s) using the PA system phone numbers from the list below. Access to these numbers is limited to certain phones in the MCR and TSC.

Assembly Area	Access Number	Time
O&PS 1st floor	X4810	
O&PS 2nd floor	X4811	
O&PS 3rd floor	X4812	
O&PS 4th floor	X4813	
TEACP	X4814	
DSC Building West	X4815	
DSC Building East	X4816	
Solar Building 1st Floor	X4817	
Solar Building 2nd Floor	X4818	
Solar Building Craft Shop	X4819	
MPB	X4820	
Training Center 1st Floor	X4821	
Training Center 2nd Floor	X4822	
Temporary Contractor Facility	X4824	

B. **READ** the a message similar to the following to each area being released.

Please immediately leave the site in an orderly manner. Please do not take unnecessary materials with you as clearing these items may delay everyone's release from the site. Those persons that need to return to unrestricted office areas to get car keys, coats, etc – please identify yourselves to the Manager or Nuclear Security Officer in charge of your assembly area. Arrangements will be made to let you get those items before exiting the site. As always, obey all directions by local law enforcement personnel.

APPENDIX G
Page 5 of 5

NUCLEAR SECURITY - EVACUATION ACTIONS

15. Once all areas have been released, read message similar to the following to all plant areas via PA (x4900).

We have completed the release of personnel not needed to respond to the event. Please remain in your assembly area unless otherwise instructed by the TSC.

16. Notify the SED that evacuation is complete.

Initials Time

RADIOLOGICAL CONTROL - EVACUATION ACTIONS

The following appendix shall be utilized by the TSC Radiological Control Manager, or if he is unavailable the Radiological Control Shift Supervisor or designee, for the purpose of conducting a site evacuation.

- | | _____
Initials | _____
Time |
|--|--------------------------|---------------|
| 1. Notified of order to evacuate site non-emergency response personnel has been initiated by the SM /SED. | | |
| 2. NOTIFY the SED of areas onsite that personnel may NOT re-enter to obtain belongings before exiting the site. | <input type="checkbox"/> | |
| 3. IF... a radiological survey checkpoint has not been established at the Owner Controlled Area Roadblock: | <input type="checkbox"/> | |
| THEN... DISPATCH RADCON personnel to the Owner Controlled Area road block . | | |
| AND | | |
| ESTABLISH a RADCON survey checkpoint. | | |
| 4. IF... Radiological concerns merit the activation of the off-site decontamination facility, | _____
Initials | _____
Time |
| THEN... Contact WBN and activate the WBN Personnel Decontamination Facility. | | |

TENNESSEE VALLEY AUTHORITY

~~SEQUOYAH NUCLEAR PLANT~~

EMERGENCY PLAN IMPLEMENTING PROCEDURE

EPIP-10

EMERGENCY MEDICAL RESPONSE

REVISION 20

PREPARED BY: BILL PEGGRAM

PHONE: 8360

RESPONSIBLE ORGANIZATION: EMERGENCY PREPAREDNESS

APPROVED BY: J. RANDY FORD

DATE: 03/03/03

EFFECTIVE DATE: 03/07/03

LEVEL OF USE: REFERENCE USE

QUALITY-RELATED

Revision History

<u>REV</u>	<u>DATE</u>	<u>REVISED PAGES</u>	<u>REASON FOR CURRENT REVISION</u>
15	05/08/2001		Intent Change - Quarterly review of phone numbers. Revised Fire Ops with new pager number in Section 4.3. Revised the Nursing Staff list which has gone down to two instead of three in Att. 1, Section B. Also, corrected SSP to SPP in Att. 1.
16	06/11/2001		Non-Intent change. Change Fire Ops pager number on Pages 5 and 20 to 90333 due to replacement of pager.
17	08/20/2001		Intent Change - Changed maps to Erlanger and Emergency Room Layout in Appendix D, Maps. Added second MEDCOM phone number to Att. 1, Quarterly review of phone numbers, revised physicians contact from REND to Medical Services.
18	07/05/2002	2, 20	Intent Change - New standardized phone numbers for all three sites required a change for the SM, and Radcon Lab phone numbers.
19	09/05/2002	ALL	Reformatted for standardization purposes. Changed EPIP-17 to EPIP-12, changed records section for standardization. Made Attachment 1 into Appendix E. Changed Erlanger phone number in App.E from (423) 778-7664 to (423) 778-4343. This is an Intent change.
20	03/07/03	2, 16, 19	Updated App, D Map, Erlanger Medical Center Emergency Dept. Preparation. Corrected Memorial NorthPark Telephone numbers (PER 03-002079-000) This is an Intent change.

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1.0 INTRODUCTION

This procedure outlines the actions to be followed by the Medical Emergency Response Team (MERT) during medical emergencies. The Medical Emergency Response Team (MERT) shall consist of:

- Incident Commander [Unit Supervisor (US) Team Leader]
- Fire Operations Personnel (EMT and MERT Leader)
- Level I and/or II Responders.
- RADCON technician(s) if responding inside the RCA or if requested.
- Site Security Officer(s).
- Health Services - as requested

The activation of the MERT and the medical alarm (extension 3911) is not required if the patient needs only minor treatment of cuts, scrapes, or illness and the following conditions are met:

- Medical or EMT personnel are immediately available to attend to the patient and no additional assistance needs to be summoned to assist in that treatment.
- Assistance is not required from Radcon, Operations, or Security.
- The patient is not in medical distress and
- Patient will not be transported offsite by TVA or HCEMS ambulance.

2.0 REFERENCES

- 2.1 EPIP-7, "Activation and Operation of the Operations Support Center"
- 2.2 EPIP-12, "Emergency Equipment and Supplies"
- 2.3 EPIP-15, "Emergency Exposure Guidelines"
- 2.4 SPP-3.5, "Regulatory Reporting Requirements"

3.0 INSTRUCTIONS

3.1 Initial Response

Upon discovering an ill or injured person, personnel shall:

- A. Administer aid for any life threatening situation if trained.
- B. Summon assistance from available personnel in the immediate area.
- C. Notify the Control Room of the medical emergency by calling ext 3911.
- D. Patients known or suspected of being in medical distress shall not be allowed to walk, especially when the cause of distress may be aggravated by exertion.

3.2 Control Room Response

The Control Room will obtain:

- Name of caller,
- Location (building, elevation, column),
- Type of medical emergency,
- Number of personnel involved,
- Immediate area hazards (radiological, safety), and
- Telephone number of caller.

3.3 Activation of the Medical Emergency Response Team

Upon receipt of the emergency call (code call), the Control Room will:

- A. Notify the Shift Manager and the Incident Commander of the emergency.
- B. Verify Fire Operations is notified by:
 1. Ringdown line to Fire Operations or
 2. Operations radio (channel F-3) or
 3. Call extension 7447 or 7448 or,
 4. Page Fire Operations by pushing the "FPU Page" button on the emergency phone (or pager #90333 if autodial is non-functional).
- C. Perform a plant-wide PA announcement that a medical emergency has been reported to alert the MERT to respond to the location.
- D. Confirm/coordinate MERT response (via radio or phone) until Incident Commander assumes control.
- E. If the Operations Support Center (OSC) has been activated under EPIP-7, the MERT will coordinate the emergency by radio or telephone through the OSC Fire Operations Advisor, who shall ensure a Team Tracking Number is assigned for tracking and debriefing purposes

3.4 Responsibilities of the Shift Manager

Shift Manager shall:

- A. Establish and maintain communications with the Incident Commander.
- B. Ensure the Health Services Station (if staffed) has been notified to standby and monitor the radio.
- C. Notify Site Security to escort the ambulance onsite as required or establish access control at the helicopter landing zone.
- D. If an ambulance is requested by Health Services and the MERT is not activated, alert the Incident Commander and MERT leader to coordinate support activities.
- E. Notify industrial safety as time permits.
- F. If transporting to an agreement hospital, the Shift Manager shall complete Appendix E and provide the information to the receiving hospital. Appendix E will be forwarded to the SQN Emergency Preparedness Manager for retention for two years.
- G. Consider dispatching an Environmental Monitoring to assist in analyzing the samples taken by the plant RADCON group at the hospital. The van should be dispatched prior to ambulance departure from the site to ensure timely arrival at the hospital.
- H. The Shift Manager is responsible for any further notifications in accordance with SQN SPP-3.5 and applicable site procedures.
- I. The Shift Manager should verify that the patient's emergency contact has been notified in accordance with applicable site procedures.

3.5 Responsibilities of the Incident Commander

Incident Commander/Unit Supervisor (US) will:

- A. Provide direction on the scene until relieved by the MERT Leader.
- B. Coordinate and direct plant personnel in support of medical response activities provided by the MERT, (i.e., Radiological Control or Security, as conditions warrant).
- ~~C. Determine from RADCON if patient was irradiated in excess of 5 Rem or is contaminated.~~
- D. With the MERT Leader, determine the number of patients, appropriate hospital, and mode of transport for each and notify the Shift Manager.
- E. Notify the Shift Manager of any TVA or Offsite emergency vehicle use.
- F. Determine from the MERT Leader if the Health Services Nurse is needed and if needed, notify the Shift Manager to have Health Services respond.
- G. With the MERT Leader, determine if RadCon support is needed and request support through the Shift Manager as needed.

3.6 Responsibilities of the Fire Operations MERT Leader

MERT Leader will:

- A. Direct the on-scene medical response and rescue activities and determine mode of patient off site transport.
- B. With the Incident Commander, determine if RadCon support is needed and request support through the Shift Manager as needed.
- C. Lead the MERT in and out by best route.
- D. Direct Site Security to secure the Triage area if needed.
- E. With the Incident Commander, determine the number of patients, appropriate hospital, and mode of transport for each (See Appendix B).
- F. Ensure that necessary medical treatment will take precedence over decontamination efforts.
- G. Determine from RADCON if each patient was irradiated >5 Rem or is contaminated.
- H. Request the HCEMS Paramedic or Supervisor become a member of the Command Post Organization upon arrival to ensure that patients are handled as quickly as possible and in the appropriate order based on their injuries.
- I. Keep Shift Manager advised (through the Incident Commander) of the situation and request additional aid as needed.

3.6 Responsibilities of the Fire Operations MERT Leader (Continued)

- J. When Lifeforce is called, contact Lifeforce on the TN EMS Frequency 155.205 MHz (TN EMS Mutual Aid frequency).
- K. Establish and assume responsibility for the Helicopter Landing Zone.
- ~~L. Request that the HCEMS medical attendant inform the Shift Manager if the ambulance is diverted to a different hospital after leaving site.~~
- M. Request that the HCEMS medical attendant in the transporting vehicle follow-up with the receiving hospital and provide Estimated Time of Arrival (ETA), medical conditions, radiological conditions, and any pertinent patient information via radio or cellular phone immediately upon site departure.
- N. If communication difficulties arise, the onsite Operations Fire Foreman or Shift Manager shall perform the follow-up notification by telephone. As a minimum, an updated ETA and confirmation of medical and radiological conditions shall be conveyed.

3.7 Responsibilities of the Fire Ops. EMT

The EMT will:

- A. Assist in delivery of necessary medical and rescue equipment to the scene.
- B. Provide emergency medical care as trained.
- C. If needed, perform patient rescue and extrication from hazardous areas and assist in relocation to the Triage area (e.g.: elevation 706' breezeway outside the Work Coordination Center).
- D. Provide ambulance transport and care as required.

3.8 Responsibilities of Health Services

Health Services (Nurse) will:

- A. Remain at the Health Services Station while monitoring the patient's status via radio communications.
- B. Prepare to assist with patient care in the event the patient is brought to the site Health Services Station.
- C. Respond to the accident scene or triage area when requested (e.g., triage or multiple casualty incidents) by the Incident Commander through the SM. Security will arrange escort per 4.10.E.
- D. As requested, coordinate radiological assessment and decontamination efforts with RADCON while onsite as the medical status permits. (See Appendix A.)
- E. Perform follow-up notifications and provide the hospital with a medical history.
- F. As required and as available, the plant nurse will provide any relevant medical information requested by the patient's attending physician.

3.9 Responsibilities of Radiological Control (RADCON)

Radiological Control (RADCON) will:

- A. Determine if the response location is inside the RCA or if a potential exists for contamination or irradiation. If a potential exists, respond to the scene otherwise remain ready to subsequently respond if the Incident Commander or MERT Team Leader determine RadCon support is necessary.
- B. Advise the MERT of radiological conditions and protective actions including ALARA considerations and exposure control.
- C. Provide contamination control and monitoring assistance during patient handling, transport, and decontamination. (Appendix A)
- D. Determine if each patient was irradiated > 5 Rem or is contaminated. Personnel exceeding 5 Rem will be considered as "irradiated" under Section 2.0 of Appendix A.
- E. If personnel contamination with injury has occurred, necessary medical treatment will take precedence over decontamination efforts.
- F. Provide area and equipment contamination control during emergency and recovery phase activities.
- G. Provide support to plant/ambulance/hospital personnel as necessary. Support may include activities deemed necessary by the MERT Leader or Incident Commander, such as establishing control zones to limit the spread of contamination from chemicals or radioactive materials.
- H. If contamination or irradiation is suspected or confirmed, RADCON personnel (as available) will accompany the patient and provide radiological services as required. (See Appendix A)
- I. As medical conditions allow, if internal contamination is suspected, RADCON shall initiate an isotopic analysis on a sample of the contamination involved and provide data to the receiving hospital as requested.
- J. RADCON will provide the receiving hospital with radiological information upon arrival. As required, further information such as patient exposures by processed TLDs and isotopic analyses through gamma-ID results may be conveyed to the hospital's Radiation Safety Officer by telephone at first opportunity.
- K. At the first opportunity and as information becomes available, RADCON will notify TVA Health Services anytime TVA personnel receive radiation doses in excess of the TVA occupational dose limits.

3.10 Responsibilities of Site Security

Site Security will:

- A. Facilitate emergency personnel and equipment movement through security areas.
- ~~B. Provide crowd control at the accident scene, triage area, and ambulance and provide assistance as requested.~~
- C. Provide access control to the Helicopter Landing Zone limiting access to those directly involved in patient care and transport.
- D. Escort offsite ambulances to the accident scene or point of patient transfer, as required.
- E. Escort Health Services personnel from the health station to the accident scene as required.
- F. Badge out at the vehicle gate the ambulance crew and personnel being transported in a TVA ambulance as non-emergency traffic.

3.11 Supplies

- A. As needed, Corporate Emergency Preparedness shall restock and inventory the Radiological Emergency Supply Cabinets located at the agreement hospitals in accordance with EPIP-12.
- B. Specialized replacement items can be obtained in coordination with the SQN Emergency Preparedness Manager as required.

4.0 RECORD RETENTION

4.1 Records of Classified Emergencies

The materials generated in support of key actions during an actual emergency classified a an Alert or higher are considered Lifetime retention Non-QA records. Materials shall be forwarded to the EP Manager who shall submit any records deemed necessary to demonstrate performance to the Corporate EP Manager for storage.

4.2 Drill and Exercise Records

The materials deemed necessary to demonstrate performance of key actions during drills are considered Non-QA records. These records shall be forwarded to the EP Manager who shall retain records deemed necessary to demonstrate six-year plan performance for six years. The EP Manager shall retain other records in this category for three years.

4.3 Hospital and Personnel Notification Report

The Hospital and Personnel Notification Report in this Instruction will be retained by the SQN Emergency Preparedness Manager for three years.

5.0 ILLUSTRATIONS AND APPENDICES

- 5.1 Appendix A, Patient Care and RADCON Assistance Guidelines
- 5.2 Appendix B, Determination of Best Method of Patient Transport
- 5.3 Appendix C. Procedure For Cytogenetics Blood Studies by REAC/TS

- 5.4 Appendix D, Maps

- 5.5 Appendix E, Hospital and Personnel Notification Report

Appendix A, Patient Care and RADCON Assistance Guidelines
Page 1 of 2

1.0 GENERAL PATIENT CARE GUIDELINES

- 1.1 ~~First aid and emergency medical care should be provided onsite to preserve life and to minimize injury and suffering.~~
- 1.2 The medical emergency response team will take appropriate medical action as directed by the EMT trained in emergency medical care until the patient is transferred to a higher medical authority.
- 1.3 The Medical Director at the Emergency Room should be consulted when in the EMTs judgment further professional attention is needed.
- 1.4 If no work related trauma, life-threatening conditions, contamination, or excessive exposure are involved or suspected and the patient is informed and capable, then the patient may have the choice of hospital when offsite medical attention is necessary.
- 1.5 The care of persons known or suspected to be associated with radiation exposure or contamination will be coordinated with RADCON. The essential aims of the medical-RADCON team are:
 - Minimize the injury and further radiation exposure to the victim.
 - Protect attending personnel from excessive and unnecessary radiation exposure.
 - Control spread of radioactive contamination.
 - Assess and document the patient's radiological exposure.
 - Immediate lifesaving and disability limiting procedures will take precedence over noncritical decontamination and dosimetry assessment procedures.
- 1.6 As medical conditions allow, inform the patient of his/her radiological status.

2.0 IRRADIATED-NONCONTAMINATED

- 2.1 Remove the victim from further exposure providing only essential first aid in the process, then direct attention to medical care of other physical injuries.
- 2.2 Medical care of the radiation exposure is governed by the medical status of the patient and the findings of RADCON. In most cases the treatment of illness or physical injury takes precedence over treatment for radiation exposure.
- 2.3 Individuals who have received an acute whole body dose of less than 5 rem usually require no medical examination or treatment for the radiation exposure.
- 2.4 Individuals who have received an acute whole body dose greater than 5 Rem should have hematological studies performed to detect chromosomal aberrations or other changes in blood constituents, under the direction of a TVA physician representative.
- 2.5 Any personnel known or suspected of receiving radiation exposure in excess of the TVA occupational dose limits should be reported by RADCON personnel to TVA medical and the area medical chief as soon as possible. RADCON should document the amount and type of radiation and assist MEDICAL SERVICES in follow-up by supplying them with this information.

3.0 CONTAMINATED PATIENTS

- 3.1 The patient should be given initial emergency care by the MERT. All decontamination that the medical status of the patient will allow should be accomplished. The appropriate sequence of care must be determined on an individual basis by the medical-RADCON team. The injured person will be transported and treated in one of two ways:

Appendix A, Patient Care and RADCON Assistance Guidelines

Page 2 of 2

3.1 CONTAMINATED PATIENTS (Continued)

- A. If the person is severely injured, they may be transported directly to an agreement hospital. ~~Every reasonable effort should be made to reduce the radioactive contamination level to less than 500 mRem per hour at one foot. Spread of~~ contamination may be minimized by removing the patient's excess clothing and wrapping him in a sheet, as his injuries permit.
- B. If cases of less severe injuries, the patient will be sent to the personnel decontamination facility to remove as much contamination as possible before being treated in the emergency treatment area or transferred to an agreement hospital.
- 3.2 The RADCON group will collect, identify, label, and analyze all biological specimens as required and deemed necessary. The RADCON Group will obtain the injured person's personal dosimetry and replace with equivalent dosimetry if appropriate.
- 3.3 The RADCON group will control contamination as necessary during transportation to the receiving hospital.
- 3.4 At the hospital, a RADCON representative will furnish radiological services as necessary to attending physicians and hospital personnel as requested.

4.0 GENERAL RADCON ASSISTANCE GUIDELINES

- 4.1 RADCON personnel will assist emergency room personnel in instituting contamination control procedures at the time of the radiation emergency admission.
- 4.2 Upon arrival at the hospital the lead RADCON person from the plant should report the radiological status to the hospital medical team leader.
- 4.3 If requested by the hospital, provide this assistance:
- Establish a checkpoint and monitoring station for entry and exit from the contamination control area.
 - Survey patients and advise physician in charge of external radiation levels to personnel and of patient contamination.
 - Survey personnel, equipment and facilities and designate those that must be restricted for decontamination.
 - Supervise decontamination of personnel and facilities and release areas that are not contaminated.
 - Direct handling of radioactive waste.
 - Request the medical staff collect samples of nasal swabs, clothing, gauze, and materials used in cleansing for analysis. Place in plastic bags and label.
- 4.4 Survey the ambulance and its contents. Supervise decontamination if required. If the ambulance cannot be surveyed immediately it should be locked to prevent spread of contamination.
- 4.5 If deemed necessary, an Environmental Monitoring Van will be dispatched to assist in analyzing the samples taken by the plant RADCON group. The van should be dispatched prior to ambulance departure to ensure timely arrival at the hospital.
- 4.6 Collect contaminated material from hospital and return to site for disposal. Transport of this material will be in accordance with TVA Radiological Material Shipping Manual.

Appendix B, Determination of Best Method of Patient Transport

Page 1 of 1

- A. If the patient is suspected or known to have been irradiated (< 5 Rem) or contaminated with radioactive material, utilize an agreement hospital and ambulance, listed on Appendix E.
- B. All Sequoyah employees with service related traumatic injuries should be transported to an agreement facility, listed on Appendix E.
-
- C. If in shock or the condition is life threatening, he or she should be transported to the nearest facility, Memorial North Park Hospital if by ambulance or to Erlanger if by Lifeforce.
- D. The selection of the Lifeforce helicopter or the transporting ambulance (SQN versus offsite ambulance) shall be primarily based upon the medical needs of the victim. Since the Fire Operations MERT Leader is responsible for the management of fire/EMT personnel onsite, he/she shall have the final responsibility for selection of the transportation vehicle. Considerations in making the selection include:
- The capabilities of the ambulance service shall be considered according to the medical needs of the patient (Advanced Life Support versus Basic Life Support services). The recommendations of the EMT or nurse should be considered in the decision process.
 - The reduction in onsite response capabilities if the TVA ambulance is utilized.
 - **Offsite ambulances shall be used as the primary means of transport unless the medical emergency is life threatening ("load and go"), and the estimated arrival time for an offsite ambulance is unacceptable (adverse impact on patient's condition).** To avoid these delays, requests for local ambulance or Lifeforce helicopter support shall be made as soon as the need for transport is identified.

Examples of "Load and go" or life-threatening conditions:

- severe airway obstructions not alleviated by manual means,
- respiratory emergencies (tension pneumothorax),
- uncontrolled severe bleeding,
- head injury with unilateral blown or dilated pupils,
- open chest or abdominal wounds,
- severe burns,
- deteriorating level of consciousness or unconsciousness from any cause,
- cardiac arrest, and
- severe medical problems including heart attack, stroke, heatstroke, poisoning, abnormal childbirth, and signs or symptoms of shock.

Appendix C, Procedure For Cytogenetics Blood Studies by REAC/TS
Page 1 of 1

VA has an agreement with the Radiation Emergency Assistance Center/Training Site (REAC/TS) Cytogenetics Laboratory for support services including a white blood cell lymphocyte culture for dose assessment of TEDE exposures to ionizing radiation.

~~Upon the order of a physician, and in coordination with a health physicist, REAC/TS shall be contacted to request and coordinate the shipment and return of a blood sample kit. This kit contains all necessary collection, shipping, and instruction materials. The kit is provided by REAC/TS to promote optimal test results by use of controlled sample handling materials.~~

KEY INFORMATION ON CYTOGENETIC BLOOD STUDIES:

WHEN:

Upon the order of a responsible physician, with verification that known or suspected ionizing radiation exposure (acute TEDE) exceeds 5 REM.

FREQUENCY:

Once, unless directed otherwise by REAC/TS or physician.

TO REQUEST KIT:

Attending physician should contact:

REAC/TS, (865) 576-3131 - day time phone number

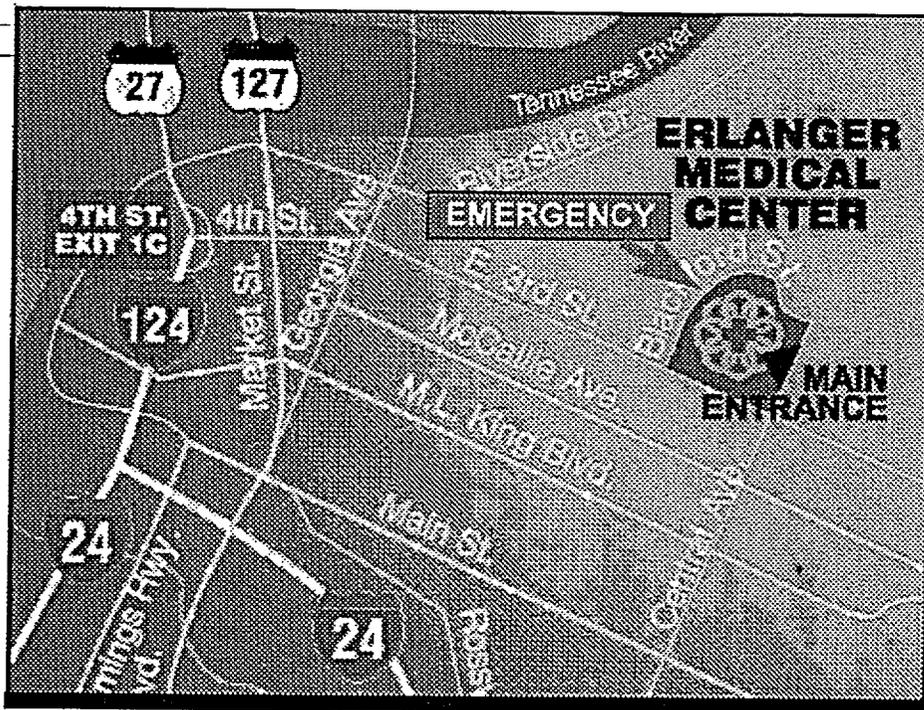
(865) 576-1005 - after hours.

REPORT RESULTS TO:

Attending Physician, Site Medical Office

Appendix D, Maps
Page 1 of 4

SQN TO CHATTANOOGA

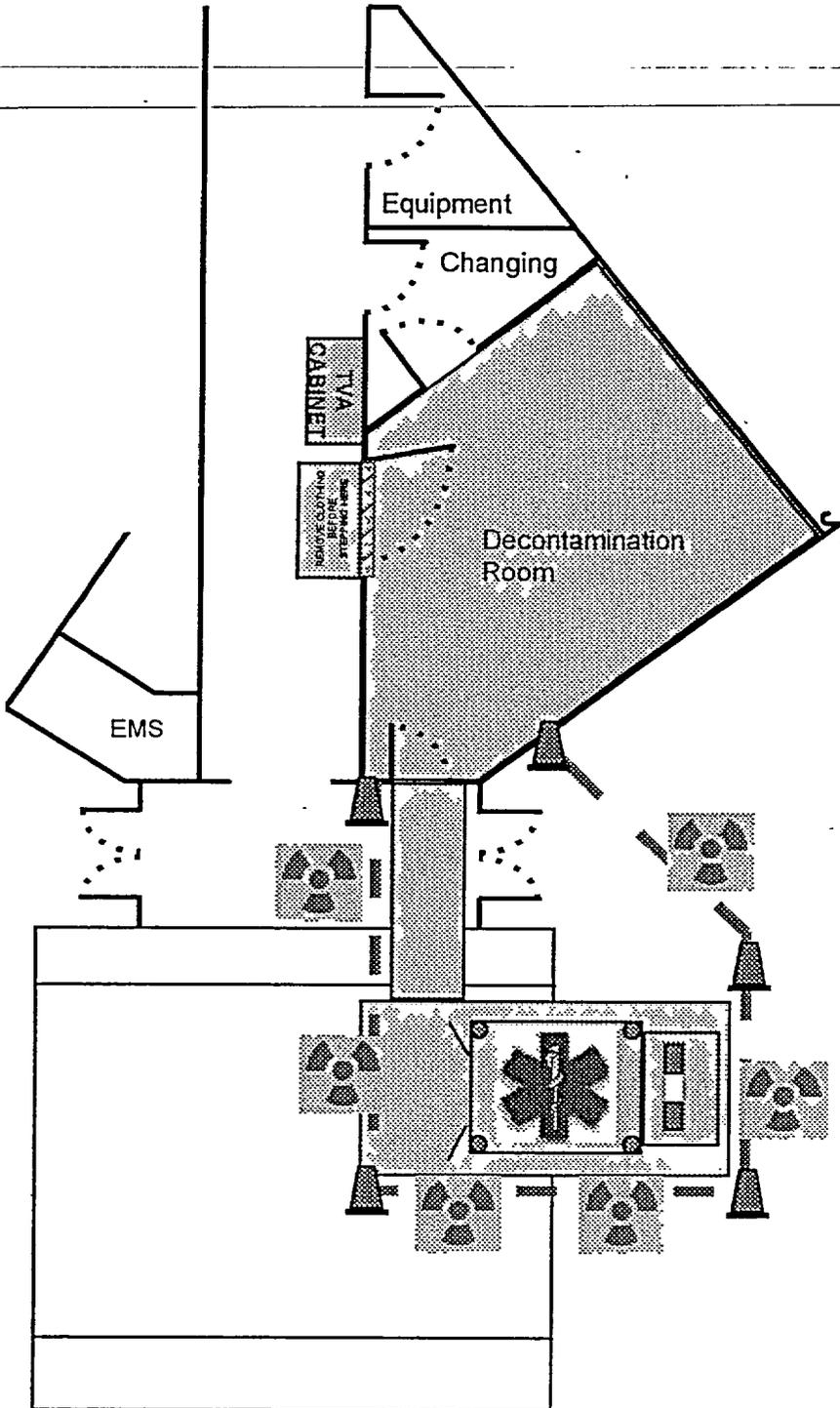


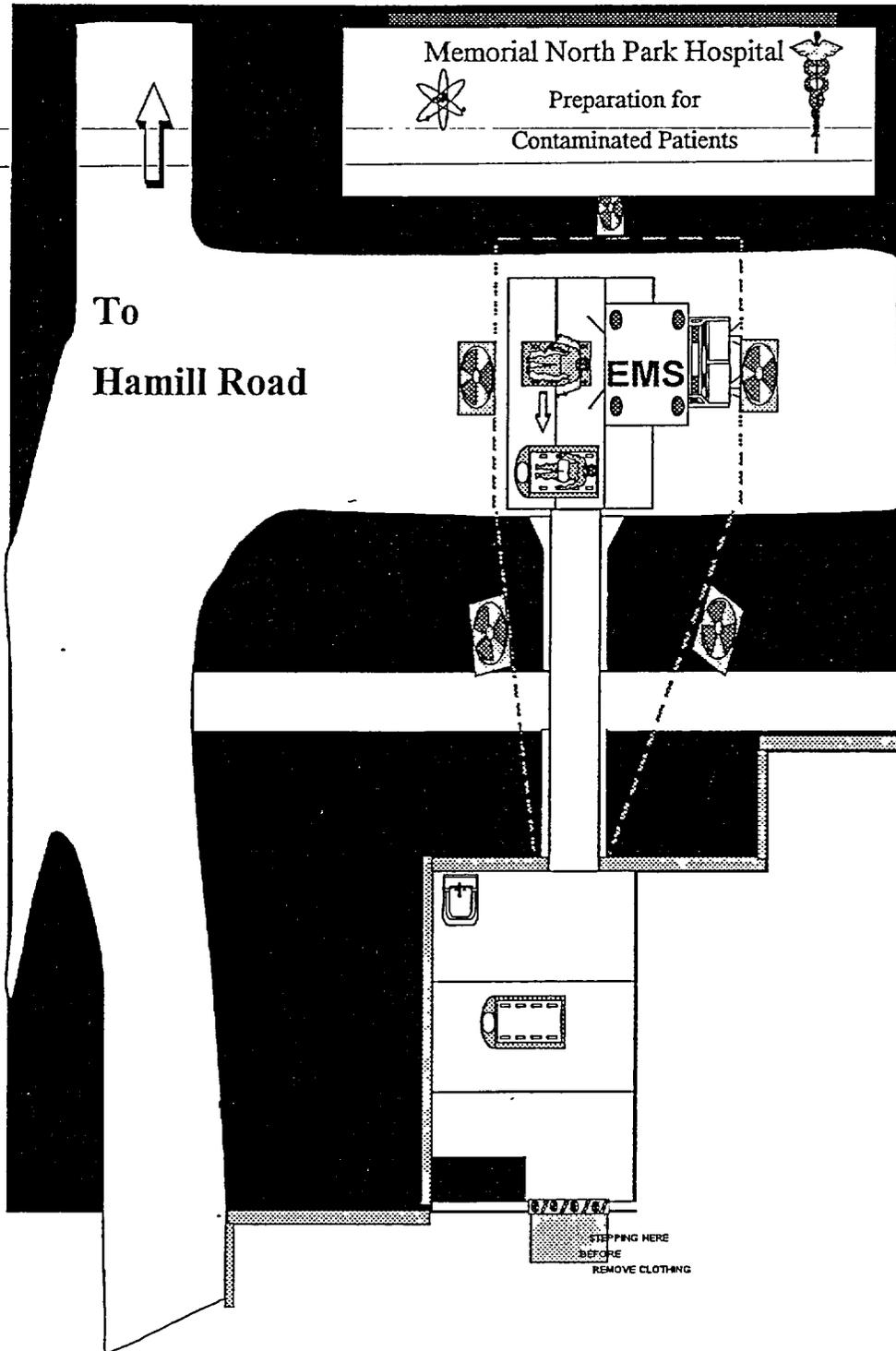
PRIMARY ROUTE:

- Leave SQN via Sequoyah Road to Highway 27 (~6.3 miles)
- Turn **LEFT** onto Highway 27 South towards Chattanooga
- Follow Highway 27 South for ~17.2 miles
- Exit at Exit No. 1C 4th Street - Downtown
- Follow 4th Street east for ~ 1.2 miles (becomes 3rd Street)
- Turn **LEFT** onto Blackford Street (follow EMERGENCY signs)

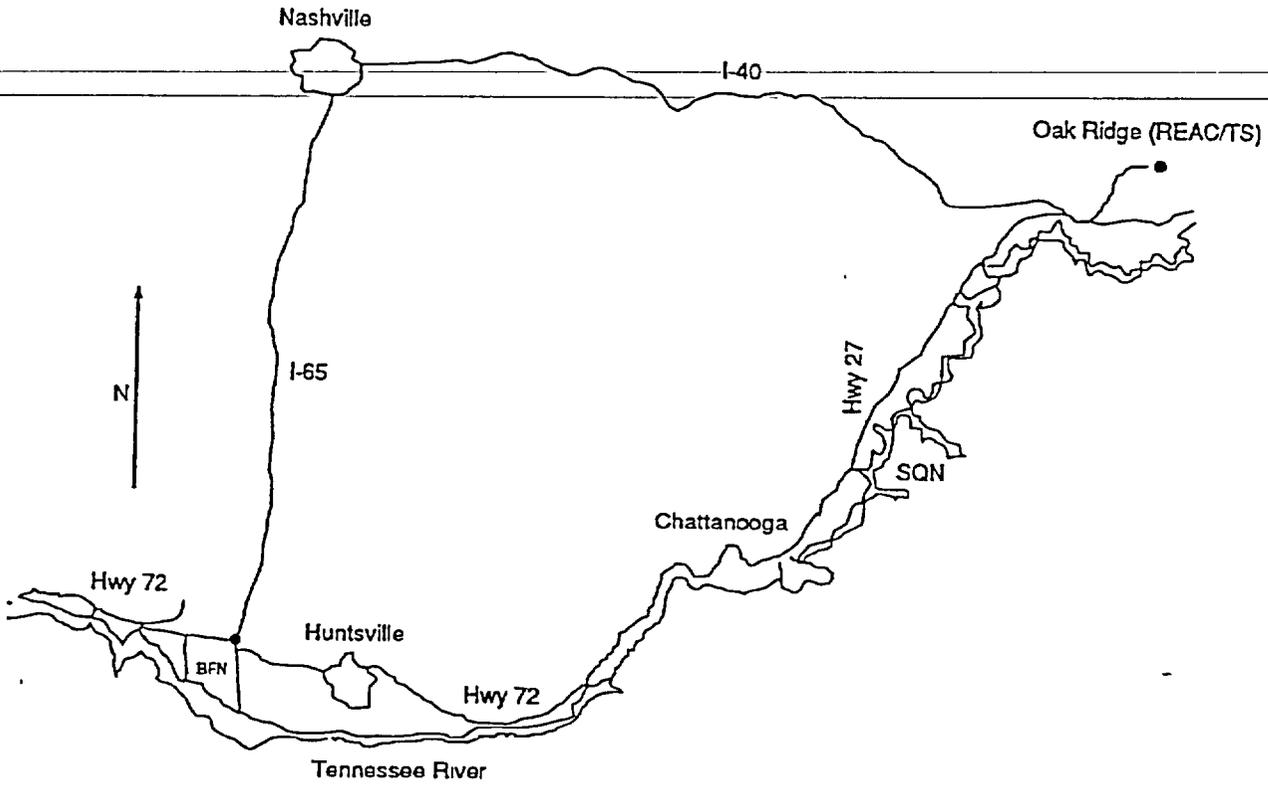
Appendix D, Maps
Page 2 of 4

ERLANGER MEDICAL CENTER AREA





Appendix D, Maps
Page 4 of 4



Sequoyah Nuclear Plant to REAC/TS
Via Hwy 27: Travel distance 110 Mi.
Travel time 1.5 Hrs at 70 mph

Appendix E, Hospital and Personnel Notification Report
Page 1 of 2

HOSPITAL AND PERSONNEL NOTIFICATION REPORT

The Shift Manager shall complete this form for individuals being transported to an agreement hospital (Memorial-Northpark or Erlanger). He shall notify the destination hospital as soon as the need for off site transportation is determined.

Shift Manager _____

Date ____/____/____ Time _____ Hospital _____

Person Contacted _____ Title _____

MESSAGE TO THE HOSPITAL

Sequoyah Nuclear Plant will be sending _____ (number) injured person(s) to your hospital Emergency Department by _____ Ambulance _____ Lifeforce.

The victim(s) is:

- Confirmed, NOT a radiation accident victim - no radiological hazards exist (NOT contaminated and NOT irradiated).
- Radiological conditions are **unknown** at this time. (survey incomplete due to injuries or location)
- Contaminated with radioactive material
 ____ Externally at _____ CPM or _____ mrad.
 ____ Internally
- Irradiated in excess of 5 rem - Expected Exposure of _____ Rem.

Medical condition and ETA should be provided by the EMT upon departure from the site.

- Confirmation call- back from the Hospital received.
- SQN Plant Management notified.
- SQN Industrial Safety notified.
- Employee's Manager Notified.
- SPP 3.5 Notifications Complete.

ROUTE COMPLETED FORM TO EP MANAGER FOR RETENTION

Appendix E, Hospital and Personnel Notification Report
Page 2 of 2

HOSPITAL AND PERSONNEL NOTIFICATION LIST

A. SEQUOYAH EMERGENCY NUMBERS

Fire/Medical Emergency	- 3911
Fire-Operation-Unit	- 7447 or 7448, Pager #90333
Health Station (DS/N)	- 8026 or 8027
Nuclear Security	- 6144 or 6184
Shift Manager	- 7860 or 7211
Radiological Control	- 7865 or 6160
Industrial Safety	- 6647

B. SEQUOYAH NURSING STAFF (Home Telephone Numbers)

Andy Miller, RN, ONP (Supervisor)	842-7005	Hixson, TN
Carolyn O'Brien, RN	842-5470	Hixson, TN

C. SN AMBULANCE

7447 or Cellular Telephone 667-6274

D. LOCAL AGREEMENT AMBULANCE SERVICE

Hamilton County Ambulance (423) 622-7777	Erlanger Lifeforce (423) 778-5433
Alternate: 911	Alternate: 1-800-523-6723

MEDCOM - #633 (from Cell Phone)
OR 778-9633

NOTE: Inform Lifeforce that communications
will be via the TN EMS Mutual Aid
Frequency 155.205MHz

E. AGREEMENT HOSPITALS

Memorial North Park Hospital 2051 Hamill Road Chattanooga, TN 37343 (423) 495-7164 (24 hours) or (423) 495-7100	Erlanger Medical Center 975 East Third Street Chattanooga, TN 37403 (423) 778-7296 (24 hours) (423) 778-4343
---	--

F. REAC/TS, OAK RIDGE, TENNESSEE

Commercial (0800-1630)	(865) 576-3131
24 hour Emergency - DOE EOCC	(865) 576-1005
NP Radiological Emergency Plan (NP-REP)	

TENNESSEE VALLEY AUTHORITY
SEQUOYAH NUCLEAR PLANT

~~EMERGENCY PLAN IMPLEMENTING PROCEDURE~~

EPIP-12

EMERGENCY EQUIPMENT AND SUPPLIES

REVISION 1

PREPARED BY: BILL PEGGRAM

RESPONSIBLE ORGANIZATION: EMERGENCY PREPAREDNESS

APPROVED BY: J. RANDY FORD

EFFECTIVE DATE: 03/05/2003

LEVEL OF USE: REFERENCE USE

QUALITY-RELATED

Revision History

<u>REV</u>	<u>DATE</u>	<u>REVISED PAGES</u>	<u>REASON FOR CURRENT REVISION</u>
0	08/30/2002	ALL	<p>Renumbered procedure which was EPIP-17 to EPIP-12, changed records section for standardization purposes. Moved the flashlight bulbs from App. D to App. I so spare flashlight bulbs and batteries would be on the same inventory. Removed FRED Manuals and CECC Information Systems Manuals and replaced SQN and TVA phone directories with TVA phone list for more current listings from the TSC & OSC Inventories, App. H & I respectively. Changed NOMS to eSOMS and added WWM to MSS slot on OSC Inventory, App. I. Changed the number of the Team Tracking Status Boards to from one to two to reflect physical layout. Added 2 flashlights to Appendix I. Changed the location of the 12 SCBAs and associated equipment from the Relay Room outside the TSC to the Main Control Room Area on App. K. Changed titles of appendices to match the Table of Contents. Other small format editorials were made.</p>
1	03/05/2003	All	<p>Standardized retention of records in Sect. 4.2 from two to three years. Added misc. supplies and expiration date for Zeolite Cartridges to App C. Added portions of communications tests and inventories from 0-PI-REM-244-002.Q Quarterly Testing Of Emer. Response Facility Communications Equip. and all of 0-PI-REM-244-001.0 Monthly Testing Of Emergency Response Facility Communications Equipment to EPIP-12 for standardization forming Appendices L & M and removed of 0-PI-REM-244-001.0 from App. K. Moved portable Satellite phone from App. I to App. H. Added Sample Map in App. H. In App. H&I changed to verify revisions with EPIL-1 instead of CECC EPIP-9. Added office supplies and procedures to App. H&I. Added items to LRC App J. Added App.N for Quarterly Administrative Reviews. This is a intent revision.</p>

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1.0 INTRODUCTION

The purpose of this instruction is to comply with the requirements of the Radiological Emergency Plan for periodic inspection and maintenance of equipment and supplies.

2.0 REFERENCES

2.1 Industry Documents

2.1.1 NRC Regulatory Issue Summary 2000-11: NRC Emergency Telecommunications System

2.1.2 10CFR50, Appendix E, Emergency Planning and Preparedness for Production and Utilization Facilities Part IV.E.9.d

2.1.2 NUREG 0654, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants

2.1.4 NUREG-0696, Functional Criteria for Emergency Response Facilities

2.2 Plant Instructions

2.1.2 CECC EPIP-9, Emergency Environmental Radiological Monitoring Procedures

2.1.3 O-PI-FPU-317-301.M, Monthly Ambulance Functional Inventory

2.1.4 O-PI-FPU-049-401.M, Self Contained Breathing Apparatus

2.1.5 TVA Nuclear Radiological Emergency Plan

2.1.6 O-PI-REM-244-002.Q, Quarterly Testing Of Emergency Response Facility Communications Equipment

2.1.7 O-PI-REM-000001.Q, Quarterly Tool Kit Inventory

3.0 INSTRUCTIONS

3.1 General Instructions

3.1.1 Responsible Organizations (as designated below) shall conduct inventories at the specified frequencies. For the purposes of these inventories, monthly is defined as once per calendar month, quarterly is defined as once per calendar quarter, and annual is defined as once per calendar year.

Appendix	Frequency	Description	Responsible Org
A	Annual	Main Control Room - Corridor Cabinet - Table A	RadCon
A	Quarterly	Main Control Room - Corridor Cabinet - Table B	RadCon
B	Annual	Communications Room - Control Building - Table A	RadCon
B	Quarterly	Communications Room - Control Building - Table B	RadCon
C	Quarterly	Radiological Control Lab - Service Building	RadCon
D	Quarterly	OSC Response Team Equipment	RadCon
E	Quarterly	480V Rx MOV Board - Aux Building Room EL 734	RadCon
F	Quarterly	Decon Room Facility - Service Building EL 690	RadCon
G	Quarterly	Agreement Hospital Emergency Room	Corporate EP
H	Quarterly	Technical Support Center	EP Manager
I	Quarterly	Operations Support Center	EP Manager
J	Quarterly	Local Recovery Center	EP Manager
K	Quarterly	Inventories Performed in other Procedures	EP Manager
L	Quarterly	Quarterly Testing Of Emergency Response Facility Communications Equipment	EP Manager
M	Monthly	Monthly Testing Of Emergency Response Facility Communications Equipment	EP Manager
N	Quarterly	Quarterly Administrative Checks And Reviews	EP Manager

3.1 General Instructions

3.1.2 The individuals performing the inspection shall complete the appendices as indicated and make arrangements to correct deficiencies. The Emergency Preparedness Manager shall review the results of the appendices being performed.

3.1.3 List any deviations and the disposition on the appropriate Appendix Data Sheet. Deficient, outdated or missing items shall be replaced as soon as possible

3.1.4 Special checks of certain material in the cabinets shall be performed. The following checks shall be made where applicable:

- A. The protective clothing and heat/moisture sensitive materials shall be checked for deterioration.
- B. The smoke tubes and aspirator bulbs shall be checked for deterioration and that the tubes have not been broken or used.
- C. Replace all flashlight batteries at the end of shelf -life with fresh batteries. (Do not discard batteries. Return them to the tool room.)
- D. Check to determine that flashlights are operable.

3.2 Detailed Instructions

- 3.2.1 The emergency equipment, listed in Appendices A and B, are stored in cabinets provided with a lock or plastic seal. This provides a means of controlling access or determining that the cabinet has not been opened. An inventory list of the equipment may be posted on the outside of the cabinet. The two cabinets are located in the Main Control Room corridor, and Communications Room.
- 3.2.2 Each cabinet and storage location, including the medical treatment area, shall be inventoried and required equipment inspected and checked for operation and/or condition. Equipment in certain cabinets is separated into Table A and Table B. Table A is a list of all non-perishable items stored in a small metal box equipped with a security seal within the cabinet itself. These items will be inventoried annually (preferably in January) and whenever a security seal has been found to be violated. Those items listed in Table B of these attachments are inventoried on a quarterly basis.
- 3.2.3 The radiation monitoring instruments, which are in normal plant use, are located in the RADCON laboratory as listed in Appendix C.
- 3.2.4 Protective clothing for use by the OSC response teams is located in the Operations Support Center storage room and is listed in Appendix D.
- 3.2.5 Protective clothing for use in contamination controls from affected plant areas in the Control Building are listed in Appendix E and is located in the 480 V Reactor MOV Board Room, Elevation 734.
- 3.2.6 Supplies for decontamination of personnel are stored in the El.690' Decon. Room near the RadCon lab and are listed in Appendix F.
- 3.2.7 The emergency room supplies furnished by TVA for use of the agreement hospital(s) in case of injury involving radioactive materials are listed in Appendix G.
- 3.2.8 References and supplies for use during an emergency stored in the Technical Support Center (TSC) are listed in Appendix H.
- 3.2.9 References and supplies for use during an emergency stored in the Operations Support Center (OSC) are listed in Appendices I and D.
- 3.2.10 References and supplies for use during an emergency stored in the Local Recovery Center (LRC) are listed in Appendix J.
- 3.2.11 The emergency equipment referenced in Appendix K is inventoried by other procedures and reviewed by the Emergency Preparedness Manager for acceptability.
- 3.2.12 The emergency communications equipment referenced in Appendix L is inventoried on a quarterly basis and reviewed by the Emergency Preparedness Manager for acceptability.

3.2 Detailed Instructions (Continued)

3.2.13 The emergency communications equipment referenced in Appendix M is on a monthly basis and reviewed by the Emergency Preparedness Manager for acceptability.

~~3.2.14 The accuracy of the REP Call List, the Access List and phone numbers in the SQN EIPs in Appendix N is on a quarterly basis and reviewed by the Emergency Preparedness Manager for acceptability.~~

3.3 Completion of Appendices

3.3.1 If the particular items are present and in sufficient quantities and, when applicable, in good working condition, then check the "Yes" column.

3.3.2 If a deficiency is noted, then check the "No" column and replace deficient items. All deficiencies must be corrected as soon as possible. If circumstances do not allow deficiencies to be corrected, then the appropriate supervisor shall be notified.

3.3.3 Under the "Remarks" column, explain the corrective actions taken.

3.3.4 All comments in the "Remarks" column should be detailed enough to leave no doubt as to the actions taken. Comments to the effect - "batteries missing" will not suffice. A simple check in the "No" column will represent that a deficiency exists. Such comments do not allow a person to determine what, if any, action has been taken. Comments should read for example: "Batteries missing, replaced on February 5, 2004".

4.0 RECORD RETENTION

4.1 Records of Classified Emergencies

The materials generated in support of key actions during an actual emergency classified as an Alert or higher are considered Lifetime retention Non-QA records. Materials shall be forwarded to the EP Manager who shall submit any records deemed necessary to demonstrate performance to the Corporate EP Manager for storage.

4.2 Drill and Exercise Records

The materials deemed necessary to demonstrate performance of key actions during drills are considered Non-QA records. These records shall be forwarded to the EP Manager who shall retain records deemed necessary to demonstrate six-year plan performance for six years. The EP Manager shall retain other records in this category for three years. The Appendices/Checklists in this Instruction are NON-QA documents and will be retained by the SQN Emergency Planning (EP) Manager for at least three years.

APPENDIX A
Page 1 of 1

MAIN CONTROL ROOM CORRIDOR CABINET - CONTROL BUILDING

TABLE A

Quantity	Description	Yes	No	Remarks
----------	-------------	-----	----	---------

Security seal intact:..... _____

NOTE: Table A will be inventoried annually (preferably in January) and whenever a security seal has been found to be violated.

12 pr.	Rubber overshoes - Various sizes	<input type="checkbox"/>	<input type="checkbox"/>	_____
6 pr.	Canvas gloves	<input type="checkbox"/>	<input type="checkbox"/>	_____
12 pr.	Rubber gloves- Various sizes	<input type="checkbox"/>	<input type="checkbox"/>	_____
6	Hoods	<input type="checkbox"/>	<input type="checkbox"/>	_____
2	Pencils	<input type="checkbox"/>	<input type="checkbox"/>	_____
2	Clipboards with paper	<input type="checkbox"/>	<input type="checkbox"/>	_____
2	Boxes smoke tubes	<input type="checkbox"/>	<input type="checkbox"/>	_____
2	Aspirator bulbs	<input type="checkbox"/>	<input type="checkbox"/>	_____
1	Log Book	<input type="checkbox"/>	<input type="checkbox"/>	_____
4 rolls	Duct tape and/or masking tape	<input type="checkbox"/>	<input type="checkbox"/>	_____
Security seal	replaced	<input type="checkbox"/>	<input type="checkbox"/>	_____

TABLE B

Quantity	Description	Yes	No	Remarks
----------	-------------	-----	----	---------

12	Pairs of paper overalls - Various sizes.....	<input type="checkbox"/>	<input type="checkbox"/>	_____
2	Hardhats	<input type="checkbox"/>	<input type="checkbox"/>	_____
2	Flashlights	<input type="checkbox"/>	<input type="checkbox"/>	_____
12	Spare flashlight batteries Expires: <u> </u> / <u> </u>	<input type="checkbox"/>	<input type="checkbox"/>	_____
2	Spare flashlight bulbs	<input type="checkbox"/>	<input type="checkbox"/>	_____
1	First-aid kit	<input type="checkbox"/>	<input type="checkbox"/>	_____
12	Face Goggles	<input type="checkbox"/>	<input type="checkbox"/>	_____
1	Radiation Survey Meter	<input type="checkbox"/>	<input type="checkbox"/>	_____

Cabinet Relocked or Resealed

Inspection performed by:
RADCON Representative _____ Date _____

Review and Approval:
Emergency Preparedness Manager _____ Date _____

APPENDIX B
Page 1 of 1

COMMUNICATIONS ROOM - CONTROL BUILDING

TABLE A

<u>Quantity</u>	<u>Description</u>	<u>Yes</u>	<u>No</u>	<u>Remarks</u>
Security seal intact:..... <u> </u> <u> </u> <u> </u>				
NOTE: Table A will be inventoried annually (preferably in January) and whenever a security seal has been found to be violated.				
6	Pairs of rubber overshoes	<u> </u>	<u> </u>	<u> </u>
6	Pairs canvas gloves.....	<u> </u>	<u> </u>	<u> </u>
6	Pairs rubber gloves.....	<u> </u>	<u> </u>	<u> </u>
6	Hoods	<u> </u>	<u> </u>	<u> </u>
2	Pencils.....	<u> </u>	<u> </u>	<u> </u>
2	Clipboards with paper.....	<u> </u>	<u> </u>	<u> </u>
2	Boxes smoke tubes	<u> </u>	<u> </u>	<u> </u>
2	Aspirator bulbs.....	<u> </u>	<u> </u>	<u> </u>
1	Log Book	<u> </u>	<u> </u>	<u> </u>
Security seal replaced				

TABLE B

<u>Quantity</u>	<u>Description</u>	<u>Yes</u>	<u>No</u>	<u>Remarks</u>
6	Pairs of coveralls - various sizes	<u> </u>	<u> </u>	<u> </u>
2	Hardhats.....	<u> </u>	<u> </u>	<u> </u>
2	Flashlights	<u> </u>	<u> </u>	<u> </u>
12	Spare flashlight batteries Expires: <u> </u> / <u> </u>	<u> </u>	<u> </u>	<u> </u>
2	Spare flashlight bulbs	<u> </u>	<u> </u>	<u> </u>
1	First-aid kit.....	<u> </u>	<u> </u>	<u> </u>
Cabinet Relocked or Resealed				

Inspection performed by:
 RADCON Representative _____ Date _____

Review and Approval:
 Emergency Preparedness Manager _____ Date _____

APPENDIX C
Page 1 of 1

RADIOLOGICAL CONTROL LABORATORY - SERVICE BUILDING

<u>Quantity</u>	<u>Description</u>	<u>Yes</u>	<u>No</u>	<u>Remarks</u>
1	Alpha Survey Meter (500,000 cpm).....	_	_	_
1	Neutron dose rate survey meter (.025 eV - 10 MeV/5,000 mR/hr)	_	_	_
2	High Range Survey Instrument (1,000 R/hr with extendible probe)	_	_	_
6	ION Chamber Survey Meters (50 R/h).....	_	_	_
1	ION Chamber Survey Meter (20,000 R/h)	_	_	_
5	High volume Air Samplers (and support equipment) ...	_	_	_
5	Low-volume air samplers (and support equipment)	_	_	_
10	Frisker Type Survey Meters (0-50,000 cpm)	_	_	_
1	Portable Scaler.....	_	_	_
5	Calculators	_	_	_
2	Cal/Response Check Sources.....	_	_	_
5	Noble Gas Sampling Syringes.....	_	_	_
10	Silver Zeolite Cartridges Expires: ___ / ___ ..	_	_	_
NOTE:	10 year shelf life if packaging is unopened .(list manufacture date)			
5	Marinelli Beakers	_	_	_
1	Shielded Detector	_	_	_
16	Batteries (D-Cell) Expires: ___ / ___	_	_	_
1	Logbook	_	_	_
8	Flashlights	_	_	_
1	Box of pens	_	_	_
1	Box of smears	_	_	_

Inspection performed by:
RADCON Representative _____ Date _____

Review and Approval:
Emergency Preparedness Manager _____ Date _____

APPENDIX D
Page 1 of 1

OSC RESPONSE TEAM EQUIPMENT - OSC EQUIPMENT STORAGE ROOM

<u>Quantity</u>	<u>Description</u>	<u>Yes</u>	<u>No</u>	<u>Remarks</u>
40 pr.	Cotton liners.....	_	_	_____
40 pr.	Rubber gloves - Various sizes	_	_	_____
40 pr.	Plastic booties.....	_	_	_____
40 pr.	Rubber overshoes - Various sizes	_	_	_____
30 pr.	Coveralls - Various sizes.....	_	_	_____
30	Surgeon caps.....	_	_	_____
30	Hoods	_	_	_____
4 rolls	Duct Tape and/or Masking Tape	_	_	_____
2	Hardhats	_	_	_____
6 pr.	Canvas gloves	_	_	_____
2000 doses	KI (Expires ____/____) (#Pkgs * #Tablets/pkg = #doses)	_	_	_____
	Door Relocked.....	_	_	_____

Inspection performed by:
 RADCON Representative _____ Date _____

Review and Approval:
 Emergency Preparedness Manager _____ Date _____

APPENDIX E
Page 1 of 1

480V REACTOR BOARD ROOM - AUXILIARY BUILDING (EL. 734)

<u>Quantity</u>	<u>Description</u>	<u>Yes</u>	<u>No</u>	<u>Remarks</u>
40 pr.	Cotton liners.....	___	___	_____
40 pr.	Rubber gloves - Various sizes	___	___	_____
40 pr.	Plastic booties.....	___	___	_____
40 pr.	Rubber overshoes - Various sizes	___	___	_____
30 pr.	Paper coveralls	___	___	_____
30	Surgeon caps.....	___	___	_____
1	Box of vinyl gloves	___	___	_____
4 rolls	Duct Tape and/or Masking Tape	___	___	_____
6 pr.	Canvas gloves	___	___	_____
2	Flashlights.....	___	___	_____
2	Spare flashlight bulbs	___	___	_____
12	Spare flashlight batteries Expires <u> </u> / <u> </u>	___	___	_____
	Cabinet Relocked or Resealed	___	___	_____

Inspection performed by:
RADCON Representative _____ Date _____

Review and Approval:
Emergency Preparedness Manager _____ Date _____

APPENDIX F
Page 1 of 1

EL. 690' DECONTAMINATION ROOM

<u>Quantity</u>	<u>Description</u>	<u>Yes</u>	<u>No</u>	<u>Remarks</u>
2 boxes	Disposable Gloves	_	_	_
2 boxes	Gauze Pads	_	_	_
1 pkg	Cotton Swabs	_	_	_
2 bottles	Saline Solution	_	_	_
12 each	Surgical Brushes	_	_	_
2 bottles	Shampoo	_	_	_
5 bars	Soap	_	_	_
1 box	Laundry detergent	_	_	_
1 bottle	Soap (liquid abrasive)	_	_	_
2 can	Mechanic's Hand Cleaner	_	_	_
1 can	Shaving Cream	_	_	_
5 each	Razors	_	_	_
1 box	Paper Bath Towels	_	_	_
25 each	Towels	_	_	_
1 pair	Scissors	_	_	_
5 each	Petri Dishes	_	_	_
2 rolls	Duct Tape	_	_	_
10 pair	Paper Coveralls	_	_	_
one pair each	Tennis Shoes (Sizes 7-12) half sizes are OK	_	_	_

Inspection Performed By: _____ Date: _____
 RADCON Representative: _____

Reviewed By: _____ Date: _____
 RADCON Shift Supervisor: _____

Reviewed By: _____ Date: _____
 EP Manager: _____

APPENDIX G
Page 1 of 1

HOSPITAL CABINET INVENTORY

Erlanger

North Park

SAT	Quantity	Description	Remarks
Protective Clothing			
	10 pair	Shoe covers	
	10 pkgs	Dress-out packages (coveralls, booties, gloves)	
	3	Surgical gowns	
	2 boxes	Surgical gloves	
	4 rolls	Surgical tape for dressout - 2 inch	

Facility Preparation			
	1 set	Floor coverings (hospital specific)	
	1 roll	Heavy duty paper (3 foot wide)	
	2 rolls	2 inch duct tape	
	1 roll	Radiation Warning symbol tape (2 inch)	
	2	Step off pads	
	8	Radiological barrier posting signs	
	1 Spool	Radiological barrier rope or ribbon	
	5	Traffic cones	
	10	Large rad waste plastic bags (trash can size)	
	10	Medium rad waste plastic bags (x-ray cassette size)	
	2 copies	Hospital specific booklet (1 at desk, 1 in cabinet)	Last Update:
	1	Radioactive material label tape	

Decontamination Supplies			
	1	Decontamination table, backboard and bottles (min. total capacity of 10 gallons)	
	1	Flexible funnel with drain hose - optional	
	1	Decontamination media /soap product	
	1	NCRP # 65 Reference Handbook	
	12	Cotton swabs	
	20	Zip lock bags for sample collection	
	10	Labels for sample bags	
	2	Scissors	
	1	Wall poster with decontamination steps	

Health Physics Supplies				
		Serial Number	Calibration Due	Remarks
	1	Bicron Surveyor 50		
	1	Bicron Surveyor 50		
	1	Bicron ISM (RSO-5 or 50)		
	10	TLDs	Expire:	
	1	Wound probe with cable		
	10	Electronic dosimeters and tray		
	200	Smears		
	12	Radioactive Material tags		
	1	Masslin mop and 20 cloths		

Inspection Performed By: _____ Date _____

Review and Approval: Emergency Preparedness Manager _____ Date _____

APPENDIX H
Page 1 of 3

TECHNICAL SUPPORT CENTER (TSC)

Qty	Description	Yes	No	Remarks
5	Logbooks.....	—	—	_____
2	Staplers.....	—	—	_____
2 boxes	Staples.....	—	—	_____
2	Tape dispensers.....	—	—	_____
2 roles	Tape.....	—	—	_____
2	Logbooks.....	—	—	_____
1 dozen	Pens.....	—	—	_____
1 dozen	Pencils.....	—	—	_____
2	Personal Pagers.....	—	—	_____
4	Dryboard Erasers.....	—	—	_____
12	Dryboard markers.....	—	—	_____
2	FAX machines.....	—	—	_____
1	Zetron Radio System.....	—	—	_____
1	Control Room Conference Bridge Headset.....	—	—	_____
1	Met Data Terminal & Printer.....	—	—	_____
1	Accountability Roster.....	—	—	_____
9	ICS Terminals.....	—	—	_____
6	Calculators, (Scientific).....	—	—	_____
12	Flashlights.....	—	—	_____
24	Batteries (D-Cells) Expires <u> / </u>	—	—	_____
24	Batteries (AA) Expires <u> / </u>	—	—	_____
3	Telephone Headsets (Spares).....	—	—	_____
3	Staplers.....	—	—	_____
1	Box of Staples.....	—	—	_____
12	Pens (Black Ink).....	—	—	_____
12	Pencils.....	—	—	_____
12	Tape Dispensers w/tape.....	—	—	_____
2	"Post-it-notes" Pads.....	—	—	_____
2	Message Pads.....	—	—	_____
3	Note Pads (8.5"x 11").....	—	—	_____
1	Board Cleaner (Bottle).....	—	—	_____
1	Paper Towels (Roll).....	—	—	_____
12	Grease Pencils.....	—	—	_____
12	Dry Erase Markers.....	—	—	_____
4	Erasers.....	—	—	_____
4	Copier Paper (Packs).....	—	—	_____
6	Spare Phones for NRC ETS.....	—	—	_____
1	Spare Roll of Thermal Paper for Tracking Board.....	—	—	_____
2	ASME Steam Tables.....	—	—	_____
4	Communications Head Sets.....	—	—	_____
6	TVA Phone Lists.....	—	—	_____
3	Chattanooga Phone Directories (latest edition).....	—	—	_____
5	Electronic Display Projectors.....	—	—	_____
1 each	TSC Position Notebooks.....	—	—	_____
Check for uncontrolled/out-of-date materials (in Position notebooks TSC areas)_____				

(Continued on Next Page)

APPENDIX H
Page 2 of 3

TECHNICAL SUPPORT CENTER (TSC)

(NOTE: Retain marked up REND pages or printouts as documentation)

Verify Key-Phones for TSC are functional by calling each number listed in the REND and checking on a copy of the REND page

Verify CECC ring-down is functional by calling CECC Director Position

Verify Fixed Satellite Phone is functional by calling known good phone

Verify Portable Satellite Phone is functional by calling known good phone

Verify CECC Terminal/Printer is functional by printing current Met Data

Verify copier is functional by copying a page

Verify clocks are functional by checking current time

Verify signs are functional by changing to one or more classifications and observing

Verify all ICS/Wide Area Network Terminals are functional

Position	✓	Position	✓	Position	✓
Operations Mgr.		Ops Comm. #1		TAT 1 ICS	
Chemistry Mgr		Ops Comm. #2		TAT 2 ICS	
RadCon ICS		Maintenance Manager		TAT 3 ICS	
RadCon WAN		Site Vice Pres.		TAT 4 ICS	
NRC Room		Logkeeper		TAT TEC ICS	
				TAT DSPL	

Check Unit 1 and Unit 2 ICS or WAN access to EP Website as appropriate.

<u>Qty</u>	<u>Description</u>	<u>Yes</u>	<u>No</u>	<u>Remarks</u>
Verify presence only (DCU controls contents)				
4	REP (Radiological Emergency Plan)	—	—	—
2	REND (Radiological Emergency Notification Directory)	—	—	—
2	Central Emergency Control Center EPIPs (CECC EPIPs)	—	—	—
4	SQN EPIPs	—	—	—
4	Severe Accident Management Guidance (SAMGs)	—	—	—
1	SAMG Lesson Plans, Vol. 1	—	—	—
3	SAMG Lesson Plans, Vol. 2	—	—	—

(Continued on Next Page)

APPENDIX H
Page 3 of 3

TECHNICAL SUPPORT CENTER (TSC)

Verify wall maps are latest revision (see EPIL-1)

1	2 Mile Map.....	Latest Rev. _____
1	10 Mile Evacuation Sect Map	Latest Rev. _____
1	10 Mile Sample Point Map	Latest Rev. _____
2	50 Mile Sample Point Map	Latest Rev. _____
1	50 Mile Map	Latest Rev. _____

Qty	Description	Yes	No	Remarks
1	Updated SQN FSAR.....	—	—	_____
2	Unit 1 Technical Specifications	—	—	_____
2	Unit 2 Technical Specifications	—	—	_____
1	Site Health and Safety Manual	—	—	_____
1	State of Tennessee Multijurisdictional REP Response Plan.....	—	—	_____
1	System Operating Manual/System Operating Instructions (SO/SOI)	—	—	_____
1	Annunciator Response Manuals (AR)	—	—	_____
1	Periodic Instructions (PI).....	—	—	_____
2	Abnormal Operating Procedures (AOP)	—	—	_____
1	Technical Instructions (TI).....	—	—	_____
1	General Operating Instructions (GO)	—	—	_____
1	SQN Offsite Dose Calculation Manual (ODCM).....	—	—	_____
1	SQN Process Control Program (PCP)	—	—	_____
1	Radiological Control Instructions (RCI)	—	—	_____
1	Radwaste Handling/Shipping Index (RHSI)	—	—	_____
2	Functional Restoration Guidelines	—	—	_____
2	Emergency Instructions	—	—	_____
2	Emergency Abnormal Procedures (EAPs).....	—	—	_____
2	Emergency Contingency Actions (ECAs)	—	—	_____
1	Fire Protection Report.....	—	—	_____
2	WOG, ERG Maintenance Direct Work Item DW-97-002 Response (Emergency Response Guidelines, Background Information)	—	—	_____
1	Users Manual - Emergency Paging System	—	—	_____
2	Users Manuals - Meteorological Data Print Program	—	—	_____
1	Users Manual - Meteorological Data Display	—	—	_____
1	Users Manual - ICS.....	—	—	_____
1	Zetron Radio Manual	—	—	_____

Inspection Performed By: _____ Date _____

Review and Approval: Emergency Preparedness Manager _____ Date _____

APPENDIX I
Page 1 of 3

OPERATIONS SUPPORT CENTER (OSC)

<u>Quantity</u>	<u>Description</u>	<u>Yes</u>	<u>No</u>	<u>Remarks</u>
1	SQN EPIPs			
1	Emergency Instructions	—	—	_____
1	Emergency Abnormal Procedures (EAPs)	—	—	_____
1	Radiological Emergency Notification Directory (REND).....	—	—	_____
1	Severe Accident Management Guidelines (SAMG)	—	—	_____
1	Emergency Contingency Actions (ECAs)	—	—	_____
1	AOP-P.01 Loss of Offsite Power	—	—	_____
4	TVA Telephone Lists	—	—	_____
1	User Manual - ICS	—	—	_____
4	Communication Headsets	—	—	_____
1	Team Tracking Status Board	—	—	_____
1	Operations Tracking Status Board	—	—	_____
1	RadCon/Chemistry Tracking Status Board	—	—	_____
2	Flashlights	—	—	_____
2	Spare flashlight bulbs	—	—	_____
1	Battery Charger	—	—	_____
12	Spare flashlight batteries Expires <u> / </u>	—	—	_____
6	Spare Pager batteries Expires <u> / </u>	—	—	_____
6	Charged portable phone batteries	—	—	_____
2	Electronic Display Projectors	—	—	_____
1	Digital Camera.....	—	—	_____
2	Staplers	—	—	_____
2 boxes	Staples	—	—	_____
2	Tape dispensers	—	—	_____
2 roles	Tape	—	—	_____
2	Logbooks.....	—	—	_____
1 dozen	Pens	—	—	_____
1 dozen	Pencils.....	—	—	_____
2	Personal Pagers	—	—	_____
4	Dryboard Erasers	—	—	_____
12	Dryboard markers.....	—	—	_____
2	Spare Rolls of thermal Paper for Tracking Board	—	—	_____
1 each	OSC Position Notebooks	—	—	_____
Check for uncontrolled/out-of-date materials in Position notebooks OSC areas		—	—	_____
Verify wall maps are latest revision (see Emergency Preparedness Instruction Letter EPIL-1 for latest map revision levels)				
1	2 Mile Map	Latest Rev. _____	—	_____
1	10 Mile Evacuation Sector Map	Latest Rev. _____	—	_____
1	10 Mile Sampling Point Map	Latest Rev. _____	—	_____

(Continued on Next Page)

APPENDIX I
Page 2 of 3

OPERATIONS SUPPORT CENTER (OSC)

Yes No Remarks

(NOTE: Retain marked up REND pages or printouts as documentation)

-
- Verify Key Phones for OSC are functional by calling each number listed in the REND and checking on a copy of the REND page ..
- Verify copier is functional by copying a page ..
- Verify clocks are functional by checking current time ..
- Verify signs are functional by changing to all classes and observing ..
- Verify Plant Drawing Racks are present (Contents controlled by DCU) ..
- Verify HIS-20 Terminal functional and HIS-20 loads ..
- Verify all ICS/Wide Area Network Terminals are functional ..

Position	✓	Position	✓	Position	✓
Ops Advisor #1	<input type="checkbox"/>	DCRM	<input type="checkbox"/>	Fire Ops	<input type="checkbox"/>
Ops Advisor #2	<input type="checkbox"/>	Materials Coordinator	<input type="checkbox"/>	Maint. Shift Super./Work Week Mgr.	<input type="checkbox"/>
eSOMS	<input type="checkbox"/>	RadCon	<input type="checkbox"/>		<input type="checkbox"/>

Check Unit 1 and Unit 2 ICS or WAN access to EP Website as appropriate

Yes No Remarks

- Verify wide area printer is working by printing a page ..
- Verify OSC printer is working by printing a page ..
- Verify all conference Bridges are functional ..

Bridge	Number	✓	Bridge	Number	✓
Ops Bridge - Talk	101	<input type="checkbox"/>	Maintenance Bridge	104	<input type="checkbox"/>
Ops Bridge - Listen	102	<input type="checkbox"/>	OSC Teams Hotline-(must dial and wait)	6406	<input type="checkbox"/>
RadCon Bridge	103	<input type="checkbox"/>			<input type="checkbox"/>

(Continued on Next Page)

APPENDIX I
Page 3 of 3

OPERATIONS SUPPORT CENTER (OSC)

OSC Radios:

Quantity	Description	Yes	No	Remarks
10	Hand held radios	—	—	—
10	Radio batteries	—	—	—
1	Radio charger	—	—	—

Step	Action	Completed ✓	Comments
A.	Rotate batteries from radios to the battery conditioner ensuring that batteries moved on to the radios from the conditioner are fully charged.	<input type="checkbox"/>	
B.	Reset conditioner to "Auto-recondition" and place batteries from radios in receptacles.	<input type="checkbox"/>	
C.	After charging cycle is complete (8-24 hours), analyze each battery in the conditioner by ensuring that both "Service Display" lights are flashing simultaneously.	<input type="checkbox"/>	
D.	Remove all batteries from the conditioner and reset conditioner to "Standby" Replace the batteries in the conditioner.	<input type="checkbox"/>	
E.	Perform functional check of each radio by keying each radio on Daily Work channel and ensuring that signal is transmitted (if not marked as non-transmitting) or will not transmit (if marked as non-transmitting).	<input type="checkbox"/>	

Inspection Performed By: _____ Date _____

Review and Approval:
Emergency Preparedness Manager _____ Date _____

APPENDIX J
Page 1 of 1

Local Recovery Center (LRC)

Quantity	Description	Yes	No	Remarks
1	CECC Terminal.....	—	—	_____
1	Printer	—	—	_____
1	ICS Computer Terminal.....	—	—	_____
4	Calculators, (Scientific)	—	—	_____
12	Flashlights.....	—	—	_____
24	Batteries (D-Cells) Expires <u> / </u>	—	—	_____
1	Stapler	—	—	_____
24	Pens (Black Ink).....	—	—	_____
12	Pencils	—	—	_____
1	Tape Dispenser.....	—	—	_____
12	"Post-it-notes" Pads	—	—	_____
12	Message Pads	—	—	_____
12	Note Pads (8.5"x 11").....	—	—	_____
2	Board Cleaner (Bottles).....	—	—	_____
1	Roll of Paper Towels	—	—	_____
12	Dry Erase Markers	—	—	_____
Retain printouts as documentation				
	Verify CECC Terminal/Printer is functional by printing current Met Data	—	—	_____
	Verify ICS Terminal is function by printing copy of REP Overview ICS screen ..	—	—	_____
	Verify Key Phones for LRC are functional by calling each number	—	—	_____

Number	Functional ✓	Number	Functional ✓
8995		8984	
8983		8980	

Inspection Performed By: _____ Date _____

Review and Approval: EP Manager _____ Date _____

APPENDIX K
Page 1 of 1

Review of Inventories Performed by Other Procedures

Ambulance Medical Supplies: (Fire Operations)

0-PI-FPU-317-301.M performed on Date _____

SCBA Inventories: (Fire Operations)

0-PI-FPU-049-401.M performed on Date _____

Review 0-PI-FPU-049-401.M to ensure the following equipment is available:

Main Control Room Area (EL 732) :

- 12 Self-contained breathing apparatus
- 12 Additional air cylinders
- 2 Small MSA face pieces
- 2 Large MSA face pieces

SERVICE BUILDING EL 690 (PASF Units):

- 8 Dual Purpose self-contained breathing apparatus
- 4 Dual Purpose Airline Hoses
- 3 Small MSA face pieces
- 3 Large MSA face pieces

SERVICE BUILDING EL 690 (RADCON AND RADCHEM LABS):

- 16 Self-contained breathing apparatus

SERVICE BUILDING (EL. 706) FIRE EQUIPMENT CAGE

- 6 Self-contained breathing apparatus
- 12 Additional cylinders

Emergency Van Supplies: (Radcon) at least one per van per quarter

CECC-EPIP Appendix J based inventory performed Date _____
Date _____

Quarterly Communications Equipment: (EP Manager)

0-PI-REM-244-002.Q based inventory performed on Date _____

Quarterly Tool Room Tool Kits: (Tool Room) 0-PI-REM-000.001.Q Date: _____

- Mechanical tool kits #1, #2, #4, #5, #6
- Electrical tool kits #3, #7
- I & C tool kit #8

Quarterly Testing Of Diesel Generator/Battery Power Supply For The Node Building Date: _____

Emergency Preparedness Review of Results:

Emergency Preparedness Manager _____ Date _____

APPENDIX L
Page 1 of 4

Quarterly Testing Of Emergency Response Facility Communications Equipment

1. REP PUBLIC ADDRESS SYSTEM IN THE TECHNICAL SUPPORT CENTER

VERIFY operability REP Public Address System by completing the following steps:

Step	Action	Completed ✓	Comments
A.	ACTIVATE the system from the TSC by turning on PA system amplifier on the podium.	<input type="checkbox"/>	
B.	SWITCH toggle to "All locations".	<input type="checkbox"/>	
C.	BROADCAST the following message to the OSC and to other locations listed below from the podium. "This is a test of the REP PA system". Repeat message.	<input type="checkbox"/>	
D.	CALL each remote location at the phone numbers indicated to confirm that message was heard.	<input type="checkbox"/>	
E.	SWITCH toggle to "TSC Only", move to the microphone at the SED's position and broadcast the above message within the TSC.	<input type="checkbox"/>	
F.	Turn off the PA system when finished test	<input type="checkbox"/>	

PA Location	Phone #	Function ✓		Comments
		Yes	No	
TSC		<input type="checkbox"/>	<input type="checkbox"/>	
OSC	x6436	<input type="checkbox"/>	<input type="checkbox"/>	
Radcon Lab	x7865	<input type="checkbox"/>	<input type="checkbox"/>	
Chem. Lab	x6348	<input type="checkbox"/>	<input type="checkbox"/>	
Ops Field Off	x7771	<input type="checkbox"/>	<input type="checkbox"/>	

Completed By _____

Date: _____

(Continued on Next Page)

APPENDIX L
Page 2 of 4

Quarterly Testing Of Emergency Response Facility Communications Equipment

2. SITE WIDE PUBLIC ADDRESS SYSTEM IN THE TECHNICAL SUPPORT CENTER OR MAIN CONTROL ROOM

VERIFY operability of the Site Wide Public Address System:

Step	Action	Completed ✓	Comments
A.	DIAL x4900 from either the Main Control Room (from x7211) or TSC EP Manager's telephone.	<input type="checkbox"/>	
B.	BROADCAST the following message to the site locations listed below: "This is a test of the Site Wide Public Address System". Repeat message.	<input type="checkbox"/>	
C.	CONTACT plant personnel at a minimum of three of the specified locations below (each quarter) to confirm that the message was heard.	<input type="checkbox"/>	
D.	INDICATE that the Site Wide Public Address system is functional by checking yes or no in "Function" column and specify date of test.	<input type="checkbox"/>	

NOTE: VERIFY operability of A, B, C, D, below during the January through March Quarter by checking with personnel in these areas during the test. Verify operability of E, F, G, below during the April through June Quarter; H, I, and randomly choose others below during the July through September Quarter; and J, K, L & M during the October through December Quarter.

	Site Wide PA Speakers Location	Function ✓		Comments
		Yes	No	
A.	O&PS 1	<input type="checkbox"/>	<input type="checkbox"/>	
B.	O&PS 2	<input type="checkbox"/>	<input type="checkbox"/>	
C.	O&PS 3	<input type="checkbox"/>	<input type="checkbox"/>	
D.	O&PS 4	<input type="checkbox"/>	<input type="checkbox"/>	
E.	Solar Building - MODs Lunchroom	<input type="checkbox"/>	<input type="checkbox"/>	
F.	Solar Building - 1 st Floor	<input type="checkbox"/>	<input type="checkbox"/>	
G.	Solar Building - 2 nd Floor	<input type="checkbox"/>	<input type="checkbox"/>	
H.	Multi-Purpose Building	<input type="checkbox"/>	<input type="checkbox"/>	
I.	TEACP	<input type="checkbox"/>	<input type="checkbox"/>	
J.	Design Services Building - West	<input type="checkbox"/>	<input type="checkbox"/>	
K.	Design Services Building - East	<input type="checkbox"/>	<input type="checkbox"/>	
L.	Sequoyah Training Center (Upper Level)	<input type="checkbox"/>	<input type="checkbox"/>	
M.	Sequoyah Training Center (Lower Level)	<input type="checkbox"/>	<input type="checkbox"/>	

Completed By _____

Date: _____

(Continued on Next Page)

APPENDIX L
Page 3 of 4

Quarterly Testing Of Emergency Response Facility Communications Equipment

3. COMMUNICATIONS EQUIPMENT TESTING IN THE MAIN CONTROL ROOM

VERIFY operability of the following emergency communication devices:

	Communication Devices	Functional ✓		Comments
		Yes	No	
A.	Verify that Main Control Room fax machine will operate by sending a fax to the OSC fax machine (x6439). Keep copy for records.	<input type="checkbox"/>	<input type="checkbox"/>	
B.	Test the Control Room Communicator portable phone by dialing X101. From another phone in the main control room dial X101 and confirm operability.	<input type="checkbox"/>	<input type="checkbox"/>	
C.	Emergency Paging System (EPS) Terminal: Touch terminal screen and verify main menu display. The previous weekly pager test will suffice as an adequate test.	<input type="checkbox"/>	<input type="checkbox"/>	Date of test taking credit for: ___/___/___
D.	Operations Duty Specialist (ODS) Ringdown Line: Pickup receiver to the "ODS Ringdown" telephone. When the ODS answers tell him that this is a test and confirm clarity.	<input type="checkbox"/>	<input type="checkbox"/>	
E.	Main Control Room/SM EP Satellite Phone Link: Verify operability by pressing the "Satellite" programmed button on the Shift Manager's telephone. Once the dial tone is established, call Corporate EP Secretary @ 1-423-751-8580.	<input type="checkbox"/>	<input type="checkbox"/>	

Completed By _____

Date: _____

(Continued on Next Page)

APPENDIX L
Page 4 of 4

Quarterly Testing Of Emergency Response Facility Communications Equipment

4. OPERATIONS SUPPORT CENTER (OSC)

Indicate fully functional by providing initials and specify date of test.

Communication Devices	Functional ✓		Comments
	Yes	No	
OSC Manager's Public Address System: Verify operability by using the microphone in the OSC. Check clarity and volume.	<input type="checkbox"/>	<input type="checkbox"/>	

Completed By _____ Date: _____

Inspection Performed By: _____ Date _____

Review and Approval.
Emergency Preparedness Manager _____ Date _____

APPENDIX M
Page 1 of 2

MONTHLY TESTING OF EMERGENCY RESPONSE FACILITY COMMUNICATIONS EQUIPMENT

- NOTE: NRC telephone communications equipment operability, will be checked monthly (30 plus or minus 7 days).
- NOTE: ~~Telephonic Equipment Units have dial tone, calls can be completed, and communications with person at other end of connection are understandable, where applicable.~~

1. Technical Support Center

Test operability by calling NRC on the main Emergency Notification System (ENS) line (TSC Operations Manager Position) and confirming dial tone on others. Dial the number on the sticker on the phone in the TSC. Tell NRC that "this is a test of the TVA SQN ENS line". Indicate that the telephone is functional by checking yes or no in "function" columns and specify date of test.

Phone	Call:	Function ✓		Comments
		Yes	No	
TSC ENS	NRC	<input type="checkbox"/>	<input type="checkbox"/>	
TSC HPN	dial tone	<input type="checkbox"/>	<input type="checkbox"/>	
Rx Safety	dial tone	<input type="checkbox"/>	<input type="checkbox"/>	
Protective Measures	dial tone	<input type="checkbox"/>	<input type="checkbox"/>	
NRC - ENS	dial tone	<input type="checkbox"/>	<input type="checkbox"/>	
NRC - HPN	dial tone	<input type="checkbox"/>	<input type="checkbox"/>	

Completed by _____ Date: _____

2. Main Control Room

NOTE: Must be conducted after actual call is made to NRC using one of the TSC NRC ENS telephones. Test operability by confirming dial tone on three NRC ENS phones in the MCR. Indicate that phone is functional by checking in yes or no in the "function" column and specify date of test.

Phone	Call: -	Function ✓		Comments
		Yes	No	
SM position	dial tone	<input type="checkbox"/>	<input type="checkbox"/>	
U1	dial tone	<input type="checkbox"/>	<input type="checkbox"/>	
U2	dial tone	<input type="checkbox"/>	<input type="checkbox"/>	

Completed by _____ Date: _____

(Continued on Next Page)

APPENDIX M
Page 2 of 2

MONTHLY TESTING OF EMERGENCY RESPONSE FACILITY COMMUNICATIONS EQUIPMENT

3. Maintenance and Service Requests

-
- A. For any NRC telephone equipment or system determined inoperable, initiate a Work Request (WR) or Service Request (SR), as applicable, to ensure that it is repaired in a timely manner. Notify NRC at 9-1-(301) 816-5100 of equipment problems and ongoing repair efforts.
 - B. Document WR or SR number in comments section of the test step.
 - C. Post Repair Testing - after being notified that an WR or SR has been completed on inoperable equipment, test the equipment using the applicable step in this procedure to ensure its operability.
 - D. Document the equipment's return to operable status in the comments section.
 - E. Post Repair Testing - after being notified that an WR or SR has been completed on inoperable equipment, test the equipment using the applicable step in this procedure to ensure its operability.
 - F. Document the equipment's return to operable status in the comments section.
 - G. Make a copy of the completed Appendix M, attach copies of any notes, and file in SQN EP files.

Inspection Performed By: _____ Date _____

Review and Approval:
Emergency Preparedness Manager _____ Date _____

APPENDIX N
Page 1 of 1

QUARTERLY ADMINISTRATIVE CHECKS AND REVIEWS

VERIFY accuracy of the phone numbers in EIPs, the SQN REP Call List and Emergency Access List.

1. REVIEW and CORRECT phone numbers in the SQN EIPs.

Step	Action	Completed ✓	Comments
A.	REVIEW the phone numbers in the SQN EIPs once per quarter for accuracy. Revise any procedures that have incorrect phone or pager numbers.	<input type="checkbox"/>	

NOTE: REVISE EIPs that contain incorrect phone numbers.

Inspection Performed By: _____ Date _____

2. REVIEW and CORRECT phone numbers in the SQN REP Call List.

Step	Action	Completed ✓	Comments
A.	SEND the phone numbers in the SQN REP Call List out to representatives of organizations to review and correct phone numbers and pager numbers	<input type="checkbox"/>	
B.	DISTRIBUTE corrected copies to Main Control Room, TSC, OSC, Simulator, and place one in the EP department files.	<input type="checkbox"/>	

Inspection and Distribution Performed By: _____ Date _____

3. DISTRIBUTE SQN Access List

Step	Action	Completed ✓	Comments
A.	PRINT and DISTRIBUTE new copies to SQN Access Portal, SQN site check point and place one in the EP department files.	<input type="checkbox"/>	

Inspection and Distribution Performed By: _____ Date _____

Review and Approval:

Emergency Preparedness Manager _____ Date _____

SOURCE NOTES

REQUIREMENTS
STATEMENTSOURCE DOCUMENTIMPLEMENTING
STATEMENT

H-10

NUREG 0654

"Emergency Equipment
Inspections"

Appendix E, Section E

10 CFR 50

Section 8.0

NP REP

"Emergency Response
Facilities, Equipment,
and Supplies"

NUREG 0696

"Functional Criteria For
Emergency Response
Facilities"

"LAST PAGE"