

DATE: 04/01/03  
TIME: 08:22:50

AMEREN/UE  
DOCUMENT CONTROL SYSTEM  
DOCUMENT TRANSMITTAL

PAGE: 37  
ARDC8801

TRANSMITTAL NUMBER: 504851  
TO CONTROL NUMBER: 338U  
TITLE: OTHER  
DEPT: NUCLEAR REGULATORY COMM.  
LOCATION: USNRC - WASH DC  
TRANSMITTAL DATE: 20030401

RETURN ACKNOWLEDGED TRANSMITTAL AND  
SUPERSEDED DOCUMENTS (IF APPLICABLE) TO:  
ADMINISTRATION RECORDS  
AMEREN/UE  
CALLAWAY PLANT  
P.O. BOX 620  
FULTON, MO 65251

TRAN	DOC			RET		ALT	ALT				
CODE	TYPE	DOCUMENT	NUMBER	REV	REV	MED	COPY	MED	COPY	AFFECTED	DOCUMENT
R	PROC	EIP-ZZ-00201		037	036	C	1				
D	PROC	03-0073			036	C	1			EIP-ZZ-00201	

ACKNOWLEDGED BY:

DATE:

A045

CALLAWAY PLANT  
EMERGENCY PLAN IMPLEMENTING PROCEDURE

EIP-ZZ-00201  
NOTIFICATIONS

RESPONSIBLE DEPARTMENT Emergency Preparedness

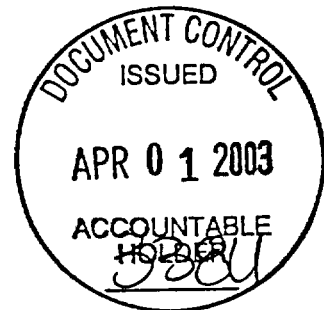
PROCEDURE OWNER S. J. Crawford

WRITTEN BY S. J. Crawford

PREPARED BY S. J. Crawford

APPROVED BY Warren A. Witt

DATE ISSUED 4-1-03



This procedure contains the following:

Pages	<u>1</u>	through	<u>7</u>
Attachments	<u>1</u>	through	<u>3</u>
Tables	<u>          </u>	through	<u>          </u>
Figures	<u>          </u>	through	<u>          </u>
Appendices	<u>          </u>	through	<u>          </u>
Checkoff Lists	<u>          </u>	through	<u>          </u>

This procedure has            checkoff list(s) maintained in the mainframe computer.

Conversion of commitments to TRS reference/hidden text completed by Revision Number:

Non-T/S Commitments 028

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	Attachment 2 - TSC (ENS) Communicator Package, CA-#2517b	3 Pages
	Attachment 3 - EOF Notification Package, CA-#2517c	6 Pages

## NOTIFICATIONS

### 1 PURPOSE AND SCOPE

- 1.1 Provide responsibilities and guidance for notifying off-site agencies that an emergency has occurred at the Callaway Plant.

### 2 DEFINITIONS

- 2.1 INITIAL NOTIFICATION - Any notification that results from any of the following:
- a. Initiation of an emergency classification.
  - b. Change of an existing emergency classification.
  - c. Entering into plant recovery from an existing emergency classification.
  - d. Declaration of the close out of any emergency classification.
- 2.2 FOLLOW-UP NOTIFICATION - Any notification which periodically updates off-site emergency organizations regarding emergency conditions or changes to Protective Action Recommendations but does not meet the conditions of an initial notification.
- 2.3 SENTRY - A computerized notification system linked between the Callaway Plant, the State Emergency Management Agency (SEMA) and the four (4) Emergency Planning Zone (EPZ) risk counties. It allows the Communicator to fill out a notification form on screen and then transmit the data simultaneously to all agencies. Notifications on SENTRY can be initiated from the Control Room, Control Room Simulator, Technical Support Center and Emergency Operations Facility (EOF).
- 2.4 FEDERAL TELECOMMUNICATIONS SYSTEM (FTS) - A telephone network provided for governmental use. The NRC telephone network is part of FTS.

- 2.4.1 EMERGENCY NOTIFICATION SYSTEM (ENS) - An FTS telephone connecting the Callaway Plant with the NRC Operations Center. ENS lines are installed in the Control Room, Simulator, TSC, and EOF.
- 2.4.2 HEALTH PHYSICS NETWORK (HPN) - An FTS telephone used for official communication between the Callaway Plant and the NRC Operations Center. It is primarily used for the transmittal of radiological information. HPN phones are located in the EOF and TSC.
- 2.4.3 BACK UP RADIO SYSTEM (BURS) - An 800 MHz radio system used to communicate with the State and EPZ Counties when SENTRY is unavailable. There are radios located in the Control Room, Simulator, TSC, EOF, EPZ Counties, and State EOC.
- 2.4.4 COMMERCIAL TELEPHONES - Callaway Plant Commercial Telephones are used to communicate with State and EPZ Counties as a backup to SENTRY and BURS.

### 3 RESPONSIBILITIES

- 3.1 EMERGENCY COORDINATOR (EC)/RECOVERY MANAGER (RM)
- 3.1.1 Until relieved, the Shift Supervisor (SS) acts as the Emergency Coordinator and from this point will be referred to as the EC.  
**COMN 3314**
- 3.1.2 The EC, in the absence of the RM, is responsible for initiating this procedure and authorizing the release of notifications to off-site authorities. The RM, when present in the EOF, accepts this responsibility. **COMN 3946 COMN 3361 COMN 42570**
- 3.2 OFF-SITE LIAISON COORDINATOR (OSL)
- 3.2.1 The OSL reports to the RM in the EOF and assumes off-site notification responsibilities, except ENS, from the Communicator in the Control Room. The OSL is also responsible for keeping off-site authorities up-to-date regarding on-site emergency response activities, receiving responding representatives from off-site agencies, assisting in meeting their communications and logistic needs, and other duties as assigned by the RM.

### 3.3 CONTROL ROOM COMMUNICATOR

- 3.3.1 The Control Room Communicators report to the Control Room when an emergency is announced and initiate notifications to off-site authorities as directed by the Emergency Coordinator (EC). If an ALERT (or higher) emergency is declared, the responsibility for communication with the NRC via the ENS line is transferred to the TSC (ENS) Communicator and responsibility for off-site notifications is transferred to the Off-Site Liaison Coordinator/EOF Communicator in the EOF. After being relieved of communication responsibilities, the Control Room Communicators may be assigned other duties or report to the appropriate coordinator in the TSC as directed by the EC. **COMN 3319.**

### 3.4 TSC (ENS) COMMUNICATOR

- 3.4.1 The TSC (ENS) Communicator reports to the EC in the TSC to relieve the Control Room Communicator, as soon as possible, of the Emergency Notification System (ENS) communications with the NRC, as directed by the NRC.

<p><u>NOTE:</u> If not in contact with the NRC at time of transfer, it is permissible to accept communications then notify the NRC that the ENS line has been transferred to the TSC.</p>
---

### 3.5 EOF COMMUNICATOR

- 3.5.1 The EOF Communicator reports to the EOF and relieves the Control Room Communicator, per Recovery Manager (RM) instruction, of all off-site notification responsibilities, except (ENS). **COMN 3398**

## 4 PROCEDURE

NOTE:

Attachment 1, Control Room Notification Flowchart, should be used as guidance for making notifications from the Control Room.  
Attachment 2, TSC (ENS) Communicator Flowchart, should be used as guidance for communicating with the NRC from the TSC.  
Attachment 3, EOF Communicator Flowchart, should be used to make notifications from the EOF.  
**CARS 200000531**

### 4.1 COMMON GUIDELINES

- 4.1.1 Communicators announce their presence and availability to the appropriate Coordinator when arriving at their Emergency Response Facility (Control Room, TSC, or EOF).
- 4.1.2 Prior to initiating any communications, or assuming communications responsibility, the Control Room or TSC Communicator should ensure that there is a dial tone on the ENS telephone.
- 4.1.3 Prior to initiating any communications, or assuming communications responsibility, the Control Room or EOF Communicator should ensure that:
  - 4.1.3.1 SENTRY Notification System is operational and ready for use:
    - 4.1.3.1.1 Turn the SENTRY computer on if it is not already running.
    - 4.1.3.1.2 If Outlook is not running or does not load automatically, from the Windows based desktop select **Start**, then **Programs** then **Outlook**.
    - 4.1.3.2 Check that the verification call-back line (676-8840) has a dial tone and that the Backup Radio is on and displays "EOC".
  - 4.1.4 If the primary means of communication for any notification point is unavailable, the appropriate back-up means of communication indicated on the notification flowchart should be utilized.

## 4.2 INITIAL NOTIFICATIONS

- 4.2.1 Notification of State and Local Authorities SHALL be initiated within 15 minutes and the NRC within 60 minutes following the DECLARATION of an emergency. **COMN 3947 COMN 1119**
- 4.2.2 Notification of the four counties (Callaway/Fulton, Montgomery, Gasconade, and Osage) is initiated upon direction from the Emergency Coordinator (or Recovery Manager), by a Communicator simultaneously transmitting the notification to all the county Emergency Communication Centers via SENTRY. **COMN 3948**
- 4.2.3 The first notification to the State Emergency Management Agency (SEMA), upon direction from the EC, is initiated by a Communicator via SENTRY. If it is off normal working hours or a back-up method of notification is needed, the Communicator uses the telephone to call Missouri State Highway Patrol Troop F, the State notification point, at 17188 using an Ameren phone. A copy of the SENTRY information or Page 5 of Attachment 1 is to be faxed to Troop F at 9-1-573-751-6814. Verification that the fax was received can be done while holding on the line or by asking for a verification callback at 573-676-8840. If verification is not received within approximately 30 minutes, the Communicator re-initiates notification to the State notification point. **COMN 3949**
- 4.2.4 Notification of the NRC is initiated by a communicator (upon direction from the Emergency Coordinator) utilizing the Emergency Notification System (ENS). Once communications with the NRC are established, they are maintained until the NRC directs otherwise. **COMN 42037**
- 4.2.5 For Control Room Evacuation in accordance with **OTO-ZZ-00001**, use Attachment 1, page 4 of 9, for guidance.

## 4.3 FOLLOW-UP NOTIFICATIONS

- 4.3.1 Follow-up notifications are made approximately every 30 minutes, or as an initial check immediately after a transfer of communications has occurred.
- 4.3.1.1 When at an Unusual Event and conditions are stable, the notification frequency may be reduced, with the concurrence of SEMA and the EPZ Counties.



- 4.3.1.2 Follow-up notifications are made more frequently if conditions are changing.
- 4.3.1.3 Follow-up notifications that initiate or change Protective Action Recommendations should be completed with the same urgency as initial notifications (i.e., within 15 minutes of PAR declaration).
- 4.3.1.4 Once plant recovery has been declared following an Alert or higher emergency, follow-up notifications should be made only when conditions change and the results could affect off-site evolutions.

#### 4.4 TRANSFERRING NOTIFICATION RESPONSIBILITY

<i>NOTE:</i> The transfer of ENS line from the Control Room to the TSC is under the guidance of the NRC.
--

##### 4.4.1 When the TSC (ENS) Communicator is staffed:

<i>NOTE:</i> Attachment 1, page 7 of 9, Section I, is used by the Control Room Communicator, and Attachment 2, page 3 of 3, is used by the TSC Communicator.
--

- 4.4.1.1 If in continuous contact with the NRC perform the following:
  - 4.4.1.1.1 The Control Room Communicator should inform the NRC that the TSC is ready for the transfer.
  - 4.4.1.1.2 The NRC will supply guidance as to how and when they want that transfer to occur.
- 4.4.1.2 If currently not in contact with the NRC, perform the following:
  - 4.4.1.2.1 The TSC (ENS) Communicator notifies the NRC that communications are now with the TSC.
  - 4.4.1.3 Log the transfer of responsibility in the facility logs and inform the EC.

4.4.2 When the EOF Off Site Liaison Coordinator or EOF Communicator is staffed:

NOTE: Attachment 1, page 7 of 9, Section II, is used by the Control Room Communicator and Attachment 3, page 6 of 6, is used by the EOF Communicator.

4.4.2.1 The RM or Protective Measures Coordinator (PMC) will coordinate the transfer of notification responsibility, except ENS line, from the Control Room to the EOF.

CAUTION: Once SENTRY responsibilities are turned over, do not send SENTRY messages unless accepting notification responsibilities back from the EOF.

4.4.3 Notify the EC/RM that the transfer is complete.

4.4.4 When notifications are assumed in the EOF, prepare, get approval, and send a follow-up notification. This is to ensure proper notification system operation in the EOF.

5 REFERENCES

5.1 **OTO-ZZ-00001**, Control Room Inaccessibility.

6 RECORDS

6.1 QA RECORDS

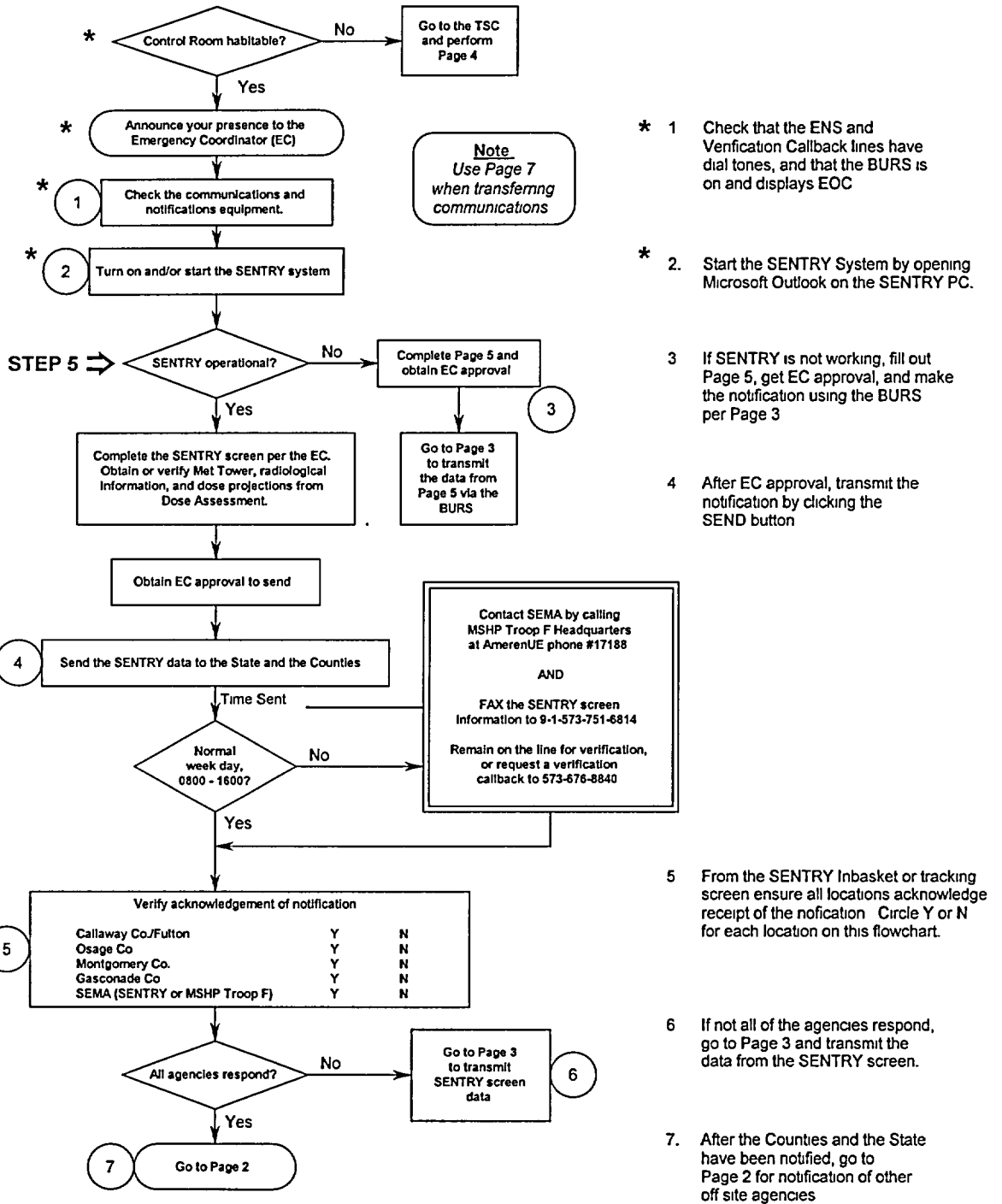
6.1.1 Printout copy of each notification from SENTRY.  
(File K171.0010)

6.1.2 Attachment 1, Control Room Notification package.  
(File K171.0010)

6.1.3 Attachment 2, TSC (ENS) Communicator package.  
(File K171.0010)

6.1.4 Attachment 3, EOF Notification package. (File K171.0010)

## CONTROL ROOM NOTIFICATION PACKAGE Flowchart



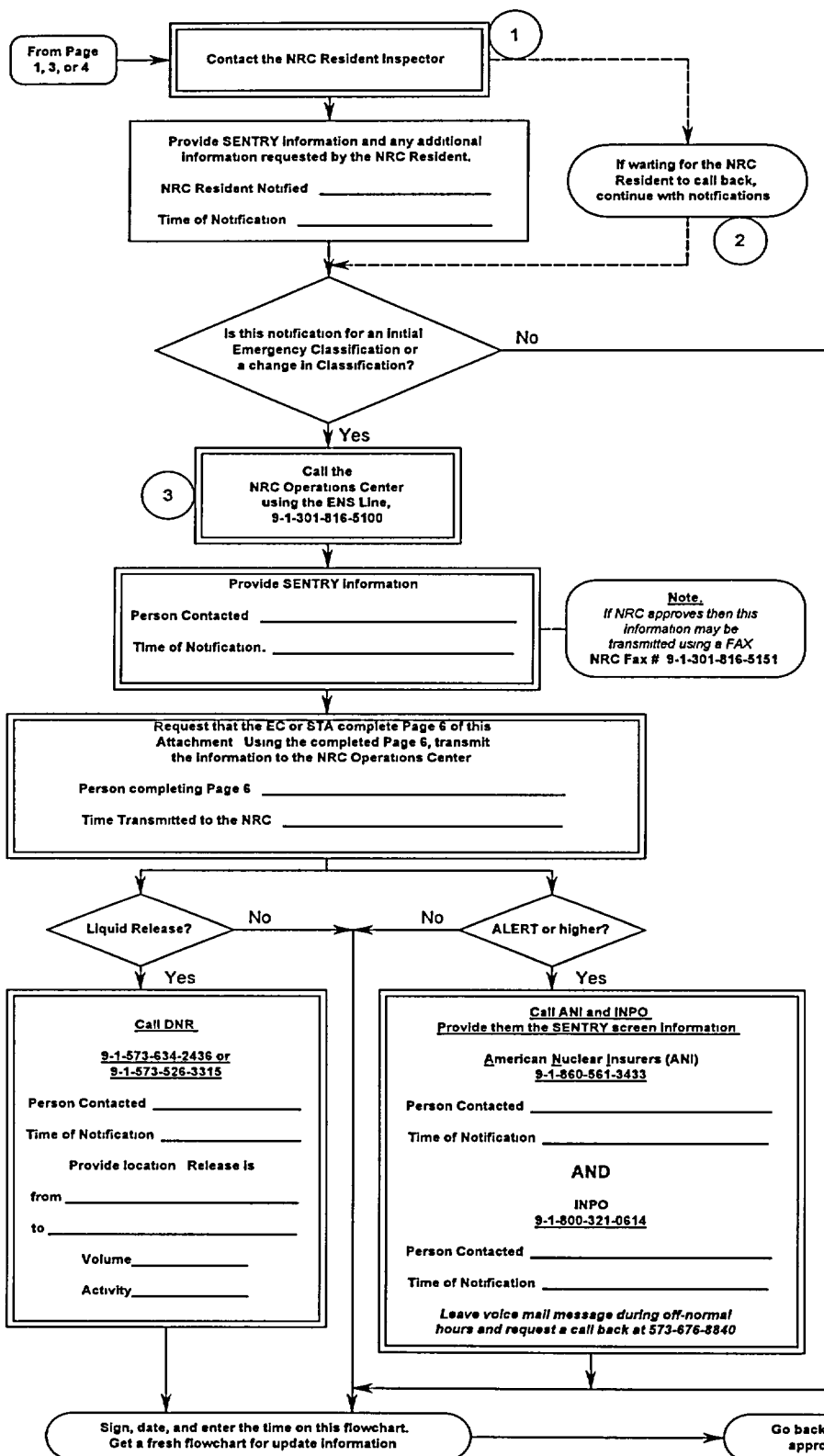
\* ITEMS THAT ONLY NEED TO BE DONE INITIALLY. REPEAT OTHER STEPS FOR NEW INFORMATION OR APPROXIMATELY EVERY 30 MINUTES.



ITEMS THAT CAN BE COMPLETED BY A TELEPHONE COMMUNICATOR PER PAGE 9 OF 9 OF THIS ATTACHMENT.

Scripts for announcements are UNDERLINED.

## CONTROL ROOM NOTIFICATION PACKAGE Flowchart (continued)



1 Contact the NRC Resident Inspector. If not in the Control Room, call 68667 or page on Gaitronics. If no response, page using our e-mail system. Make a brief statement about the event and ask to return call at 573-676-8840

Page in this order.

Michael Peck e-mail - ( 573-808-9231 )  
John Hanna e-mail - ( 573-808-9236 )

If our paging system is not operational, call the NRC Cell Phone 573-356-4600, and then continue with notifications

2 When the Inspector calls back read the information from the SENTRY screen notification that was made to the State and the Counties. Record the person's name and the time when notified

3 The NRC Operations Center MUST be notified of all Initial Emergency Classifications and changes in Emergency Classifications without delay. Use the ENS phone whenever possible, but a regular - AmerenUE phone may be used, if necessary

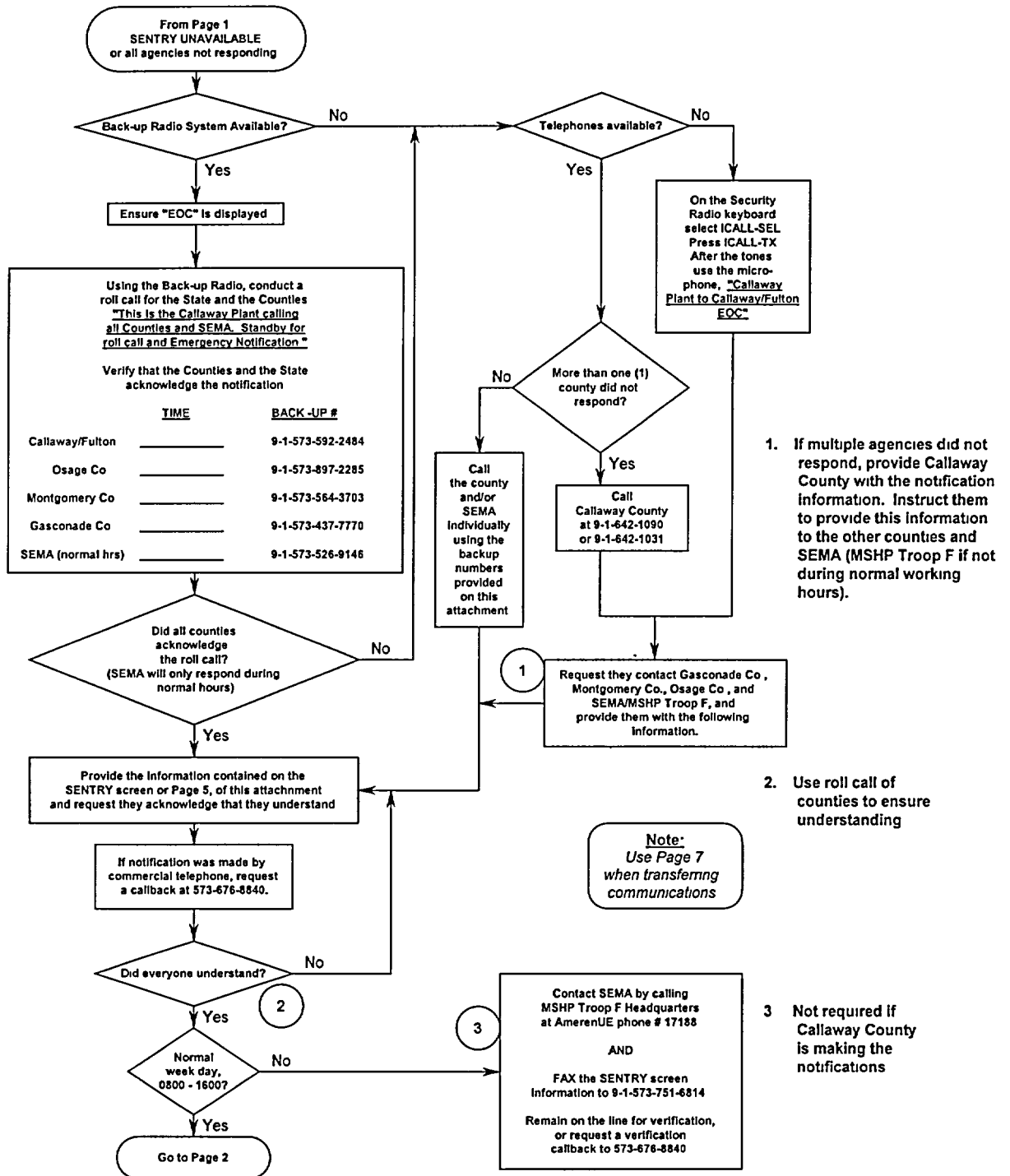
- a Primary 9-1-301-816-5100
- b Backups 9-1-301-951-0550  
9-1-301-415-0550  
9-1-301-415-0553

**Note:**  
Use Page 7 when transferring communications

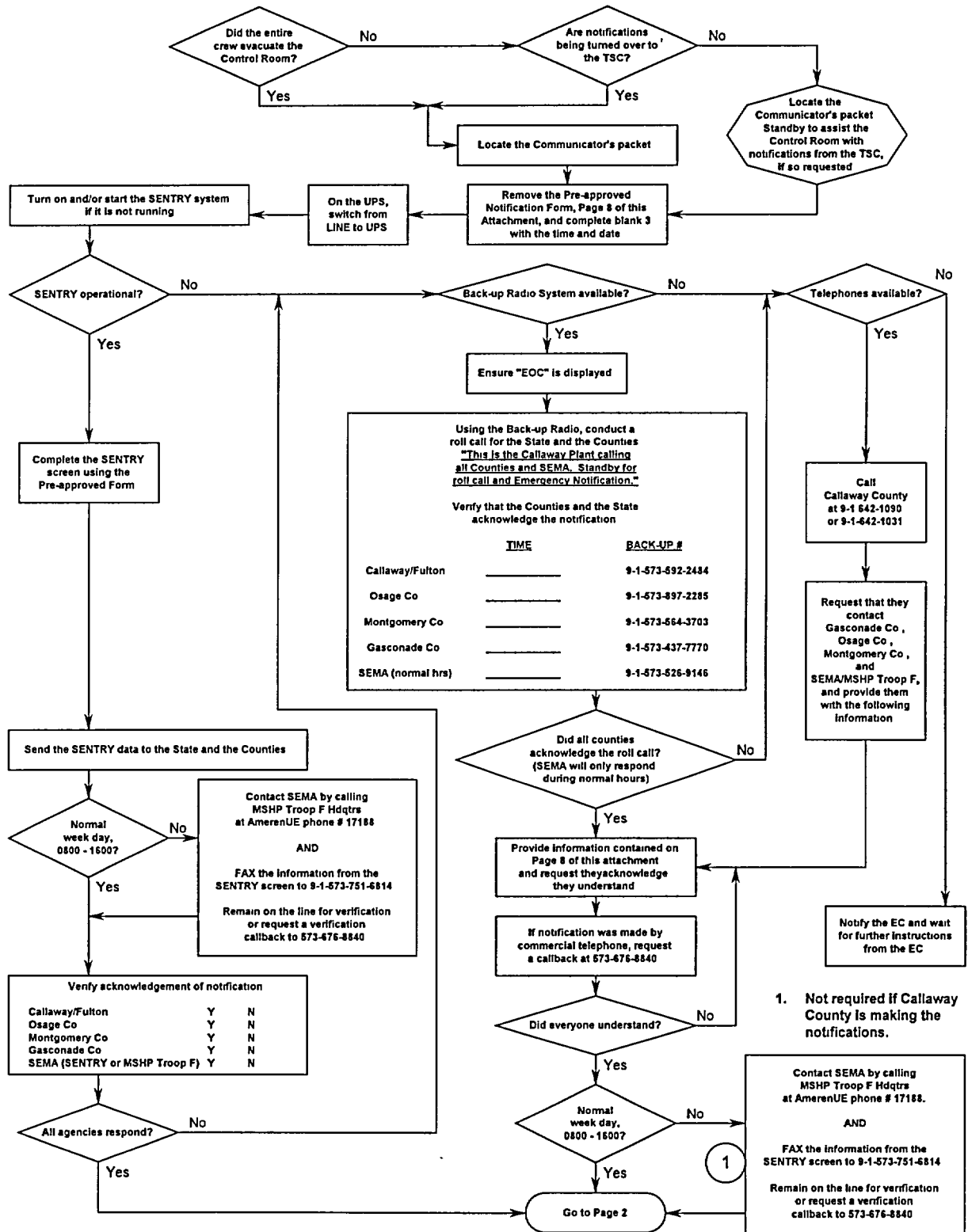
\_\_\_\_\_  
Communicator

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

## CONTROL ROOM NOTIFICATION PACKAGE Flowchart (continued)



## CONTROL ROOM NOTIFICATION PACKAGE Evacuation Flowchart



# CONTROL ROOM NOTIFICATION PACKAGE

Control Room Off-site Notification Form  
(FAX copy to TSC 68604 & EOF 64900)

EIP-ZZ-00201  
Rev. 037

**GENERAL INFORMATION:**

- 1) DRILL MESSAGE:  (Yes/No)
- 2) EMERGENCY CLASSIFICATION:
- 3) DATE/TIME DECLARED:  /  /  :  :
- 4) EMERGENCY ACTION LEVEL:

5)

6) REACTOR STATUS:

**RELEASE STATUS:**

- 8) RELEASE INFORMATION:
- 9)
- 10) RELEASE START TIME:
- 11) RELEASE DURATION:  Hrs.
- 12) WIND DIRECTION: From  to 13)  Deg      14) SECTORS:
- 15) WIND SPEED:
- PLUME ARRIVAL TIME:
- 16) 2 Miles      17) 5 Miles      18) 10 Miles
- :        :        :

**ADDITIONAL NOTES:**  
40)

**PROTECTIVE ACTIONS:**

- 19) PROTECTIVE ACTIONS RECOMMENDED:  (Yes/No)
- 20) PROTECTIVE ACTION BASIS:

TYPE	LOCATION	SECTORS
21)	22)	23)
24)	25)	26)
27)	28)	29)

30) Additional Protective Actions:

**PROJECTED DOSES:**

31) PROJECTED DOSE BASIS:

Distance	TEDE (Rem)	Thyroid (Rem)
EAB	32)	36)
2 miles	33)	37)
5 miles	34)	38)
10 miles	35)	39)

EC/RM APPROVAL: \_\_\_\_\_ COMMUNICATOR: \_\_\_\_\_

## CONTROL ROOM NOTIFICATION PACKAGE

Callaway Nuclear Plant  
Additional Data to be Transmitted to the NRC Operations Center  
(FAX 301-816-5151 Confirm receipt using ENS line)

Initial  Update

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

Y	N	ACTUATIONS	INITIATING SIGNAL	DID SYSTEMS FUNCTION AS REQUIRED? <input type="checkbox"/> Y <input type="checkbox"/> N (if NO list failures)
		Rx Trip		Mechanical
		ESF Activation		Electrical
		ECCS Activation		Personnel Error
		SI Flow		Procedure Inadequacy
		Other.		Other.

Mode and power prior to the event \_\_\_\_\_ Current Mode and power \_\_\_\_\_

Mode of operation until corrected \_\_\_\_\_ Estimated restart Date \_\_\_\_\_

Y	N	If NO Explain
		Everything usual or understood?
		Is the event under control?

Outside Agencies and/or Personnel notified.

<input type="checkbox"/> Y <input type="checkbox"/> N State (SEMA)	<input type="checkbox"/> Y <input type="checkbox"/> N Local (Counties)
<input type="checkbox"/> Y <input type="checkbox"/> N NRC Resident Inspector	<input type="checkbox"/> Y <input type="checkbox"/> N Press Release
<input type="checkbox"/> Y <input type="checkbox"/> N INPO and ANI	<input type="checkbox"/> Y <input type="checkbox"/> N Others

### RELEASE INFORMATION

GASEOUS RELEASE  LIQUID RELEASE

<input type="checkbox"/> Planned	<input type="checkbox"/> Ongoing	<input type="checkbox"/> Monitored	<input type="checkbox"/> Onsite Release	<input type="checkbox"/> Areas Evacuated
<input type="checkbox"/> Unplanned	<input type="checkbox"/> Terminated	<input type="checkbox"/> Unmonitored	<input type="checkbox"/> Offsite Release	

Personnel Exposed or Contaminated

	Release Rate (Ci/sec)	Estimated Duration	Estimated Total Activity
Noble Gas			
Iodine			
Particulate			
Liquid (Excluding Tritium)			
Liquid Tritium			
Total Activity			

RAD MONITORS	Unit Vent	Condenser	Steam Line	SG PORV
Monitor Reading				
Alarm Setpoint				

### RCS or STEAM GENERATOR TUBE LEAKAGE

Location (i.e. SG tubes, valve, pipe, etc.) \_\_\_\_\_

Leak Rate: \_\_\_\_\_ gpd/gpm Leak Start Date: \_\_\_\_\_ Time: \_\_\_\_\_

This was a  Sudden or  Long-Term development. Activities: Primary \_\_\_\_\_ Secondary \_\_\_\_\_

List any safety equipment not operational: \_\_\_\_\_

Any additional information: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Emergency Coordinator



## Transferring Control Room Notifications

**NOTE: EC MUST be aware of transfer.**

DATE \_\_\_\_\_

### SECTION I

**TRANSFERRING TO TSC (ENS Line Only)** The assuming and transferring Communicator should discuss the following:

1. The latest information transmitted (Ref. latest Notification printout) including the time sent.
  - Initial notification made for information contained on Sentry display.
  - Additional information Attachment 2 status.
2. Obtain SS/EC approval and Transfer ENS to TSC:
  - As directed by the NRC Operations Center if in current contact.
  - TSC contact NRC and notify them that ENS communications are now in TSC.

Time of Transfer \_\_\_\_\_ Transferring Communicator \_\_\_\_\_

### SECTION II

**TRANSFERRING TO EOF (Except ENS)** The assuming and transferring Communicator should discuss the following:

1. The latest information transmitted (Ref. latest Notification printout) including the time sent.
2. Individuals/agencies contacted and method of contact.
  - Callaway SENTRY or Other: \_\_\_\_\_
  - Osage SENTRY or Other: \_\_\_\_\_
  - Montgomery SENTRY or Other: \_\_\_\_\_
  - Gasconade SENTRY or Other: \_\_\_\_\_
  - SEMA SENTRY or Other: \_\_\_\_\_
  - Resident NRC via \_\_\_\_\_
  - ANI via \_\_\_\_\_
  - INPO via \_\_\_\_\_
  - DNR (if required) via \_\_\_\_\_
3. Any notification presently not completed Explain: \_\_\_\_\_
4. Communicators in CR and EOF should obtain approval of their facility lead (SS/EC & RM) to complete the transfer.
5. Common line/telephones for which responsibility is being transferred (check all applicable):

**NOTE:** Once notifications on SENTRY are turned over, do not send SENTRY messages unless accepting notification responsibility in your facility.

- SENTRY.
- Verification Callback Line (573-676-8840).
- Back-up Radio System.

Time of Transfer \_\_\_\_\_ Transferring Communicator \_\_\_\_\_

**CONTROL ROOM NOTIFICATION PACKAGE**  
**Pre-Approved Notification Form For Control Room Evacuation**  
(FAX copy to the EOF 64900)

EIP-ZZ-00201  
Rev. 037

**GENERAL INFORMATION:**

- 1) DRILL MESSAGE:  (Yes/No)  
2) EMERGENCY CLASSIFICATION:   
3) DATE/TIME DECLARED:  :   
4) EMERGENCY ACTION LEVEL:

5)

6) REACTOR STATUS:

**RELEASE STATUS:**

- 8) RELEASE INFORMATION:   
9)   
10) RELEASE START TIME:   
11) RELEASE DURATION:  Hrs  
12) WIND DIRECTION: From  to 13)  Deg      14) SECTORS:   
15) WIND SPEED:   
PLUME ARRIVAL TIME:  
16) 2 Miles       17) 5 Miles       18) 10 Miles

**ADDITIONAL NOTES:**

40)

**PROTECTIVE ACTIONS:**

- 19) PROTECTIVE ACTIONS RECOMMENDED:  (Yes/No)  
20) PROTECTIVE ACTION BASIS:

TYPE	LOCATION	SECTORS
21) N/A	22) N/A	23) N/A
24) N/A	25) N/A	26) N/A
27) N/A	28) N/A	29) N/A

30) Additional Protective Actions:

**PROJECTED DOSES:**

- 31) PROJECTED DOSE BASIS:

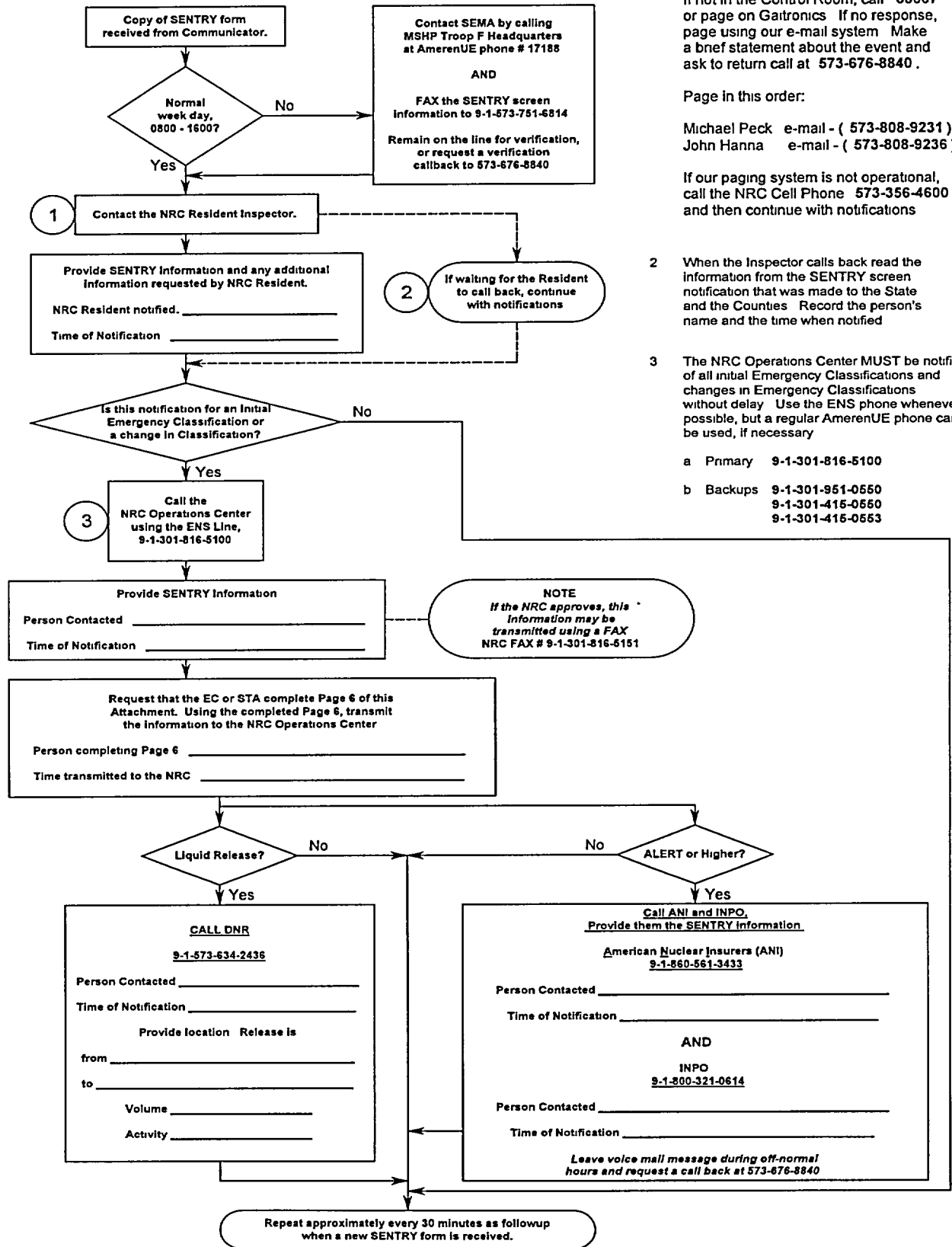
Distance	TEDE (Rem)	Thyroid (Rem)
EAB	32) N/A	36) N/A
2 miles	33) N/A	37) N/A
5 miles	34) N/A	38) N/A
10 miles	35) N/A	39) N/A

EC/RM APPROVAL: Preapproved for OTO-ZZ-00001 COMMUNICATOR: \_\_\_\_\_

Distribution: Emergency Coordinator  
Communicator

## CONTROL ROOM NOTIFICATION PACKAGE

### Telephone Flowchart



1 Contact the NRC Resident Inspector. If not in the Control Room, call 68667 or page on Gaitronics. If no response, page using our e-mail system. Make a brief statement about the event and ask to return call at 573-676-8840.

Page in this order:

Michael Peck e-mail - ( 573-808-9231 )  
John Hanna e-mail - ( 573-808-9236 )

If our paging system is not operational, call the NRC Cell Phone 573-356-4600, and then continue with notifications

2 When the Inspector calls back read the information from the SENTRY screen notification that was made to the State and the Counties. Record the person's name and the time when notified

3 The NRC Operations Center MUST be notified of all initial Emergency Classifications and changes in Emergency Classifications without delay. Use the ENS phone whenever possible, but a regular AmerenUE phone can be used, if necessary

- a Primary 9-1-301-816-5100
- b Backups 9-1-301-951-0550  
9-1-301-415-0550  
9-1-301-415-0553

## TSC (ENS) COMMUNICATOR PACKAGE

The TSC (ENS) Communicator will follow the instructions provided in **EIP-ZZ-00240**, TSC Operations, Attachment 6 [TSC Communicator (ENS) Checklist], versus using a flowchart.

### TSC (ENS) COMMUNICATOR PACKAGE

Callaway Nuclear Plant  
Additional Data to be Transmitted to the NRC Operations Center  
(FAX 301-816-5151 Confirm receipt using ENS line)

Initial  Update

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

Y	N	ACTUATIONS	INITIATING SIGNAL	DID SYSTEMS FUNCTION AS REQUIRED? <input type="checkbox"/> Y <input type="checkbox"/> N (if NO list failures)
		Rx Trip		Mechanical
		ESF Activation		Electrical
		ECCS Activation		Personnel Error
		SI Flow		Procedure Inadequacy
		Other:		Other.

Mode and power prior to the event \_\_\_\_\_ Current Mode and power \_\_\_\_\_

Mode of operation until corrected \_\_\_\_\_ Estimated restart Date \_\_\_\_\_

Y	N	If NO Explain
		Everything usual or understood?
		Is the event under control?

Outside Agencies and/or Personnel notified	
<input type="checkbox"/> Y <input type="checkbox"/> N State (SEMA)	<input type="checkbox"/> Y <input type="checkbox"/> N Local (Counties)
<input type="checkbox"/> Y <input type="checkbox"/> N NRC Resident Inspector	<input type="checkbox"/> Y <input type="checkbox"/> N Press Release
<input type="checkbox"/> Y <input type="checkbox"/> N INPO and ANI	<input type="checkbox"/> Y <input type="checkbox"/> N Others:

RELEASE INFORMATION				
<input type="checkbox"/> GASEOUS RELEASE		<input type="checkbox"/> LIQUID RELEASE		
<input type="checkbox"/> Planned	<input type="checkbox"/> Ongoing	<input type="checkbox"/> Monitored	<input type="checkbox"/> Onsite Release	<input type="checkbox"/> Areas Evacuated
<input type="checkbox"/> Unplanned	<input type="checkbox"/> Terminated	<input type="checkbox"/> Unmonitored	<input type="checkbox"/> Offsite Release	_____
<input type="checkbox"/> Personnel Exposed or Contaminated				
	Release Rate (Ci/sec)	Estimated Duration	Estimated Total Activity	
Noble Gas				
Iodine				
Particulate				
Liquid (Excluding Tritium)				
Liquid Tritium				
Total Activity				

RAD MONITORS	Unit Vent	Condenser	Steam Line	SG PORV
Monitor Reading				
Alarm Setpoint				

RCS or STEAM GENERATOR TUBE LEAKAGE			
Location (i.e. SG tubes, valve, pipe, etc.)			
Leak Rate: _____	gpd/gpm	Leak Start Date: _____	Time: _____
This was a <input type="checkbox"/> Sudden or <input type="checkbox"/> Long-Term development.		Activities: Primary	Secondary

List any safety equipment not operational: \_\_\_\_\_

Any additional information: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Emergency Coordinator

**TSC (ENS) COMMUNICATOR PACKAGE**  
**Assuming ENS Notifications**

**NOTE: EC MUST be aware of transfer.**

DATE \_\_\_\_\_

**ASSUMING ENS NOTIFICATIONS**

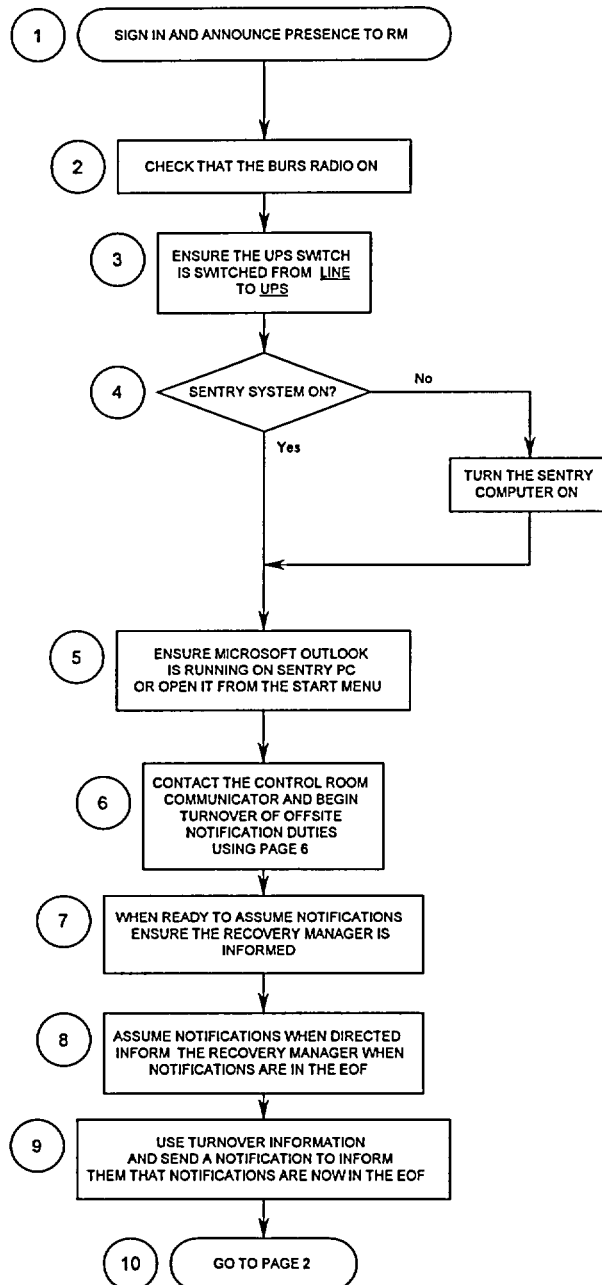
The assuming and transferring Communicator should discuss the following:

1. The latest information transmitted (Ref. latest Notification printout) including the time sent.
  - Initial notification made for information contained on Sentry display.
  - Additional information Attachment 2 status.
2. Obtain EC approval and Transfer ENS to TSC:
  - As directed by the NRC Operations Center if in current contact.
  - TSC contact NRC and notify them that ENS communications are now in TSC.

Time of Transfer \_\_\_\_\_ Communicator \_\_\_\_\_

## EOF NOTIFICATION PACKAGE Flowchart

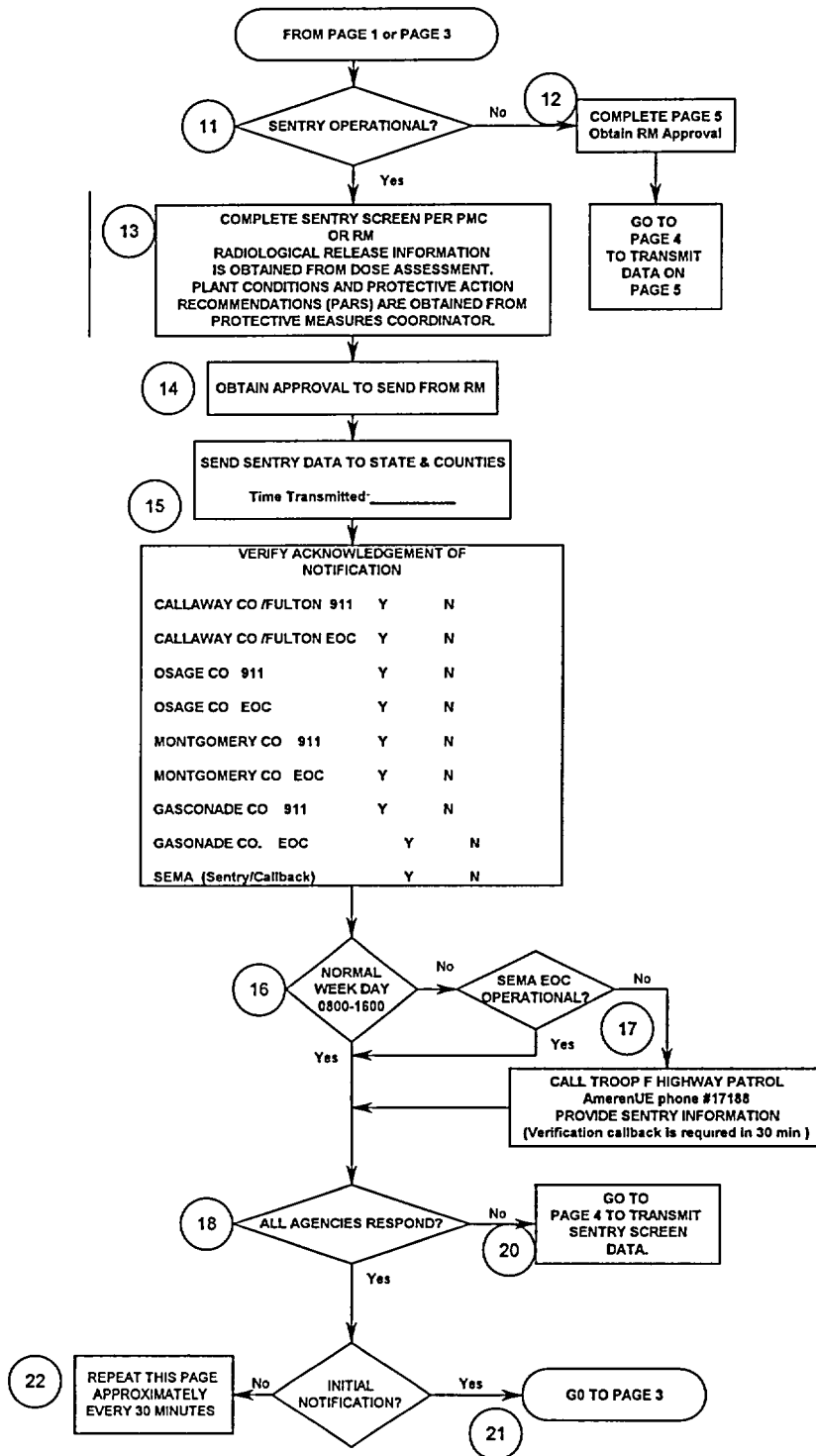
ACTIONS ON THIS PAGE ARE INITIAL STEPS AND SHOULD ONLY NEED TO BE COMPLETED ONCE.



**NOTE:** THIS PAGE IS INITIAL STEPS TO GET EQUIPMENT CHECKED OUT AND READY, AND TO GET A TURNOVER FROM THE CONTROL ROOM COMMUNICATOR

- 1 Upon entering the EOF, sign in on the board and announce your presence to the Recovery Manager (RM)
- 2 Check power is supplied to the Backup Radio System (BURS) Check for a lighted display and **EOC** in the display window
- 3 Make sure the switches for the UPS Units are switched from **LINE TO UPS**
- 4 Turn the SENTRY computer ON
- 5 If the Microsoft Outlook program does not automatically load then, from the START icon select **PROGRAMS** and double click **OUTLOOK**
- 6 Using the telephone speed dial, contact the Control Room Communicator and begin gathering turnover information for offsite notification duties using Page 6
- 7 When ready to assume notifications, inform the Recovery Manager. Assume notifications when directed by the Recovery Manager
- 8 Inform the Recovery Manager when Notifications are in the EOF
- 9 Using the turnover information from the Control Room, send a SENTRY notification informing offsite that the notifications are now in the EOF. **Obtain the RM's approval**. This will determine if SENTRY is operational to all locations
- 10 Go to page 2

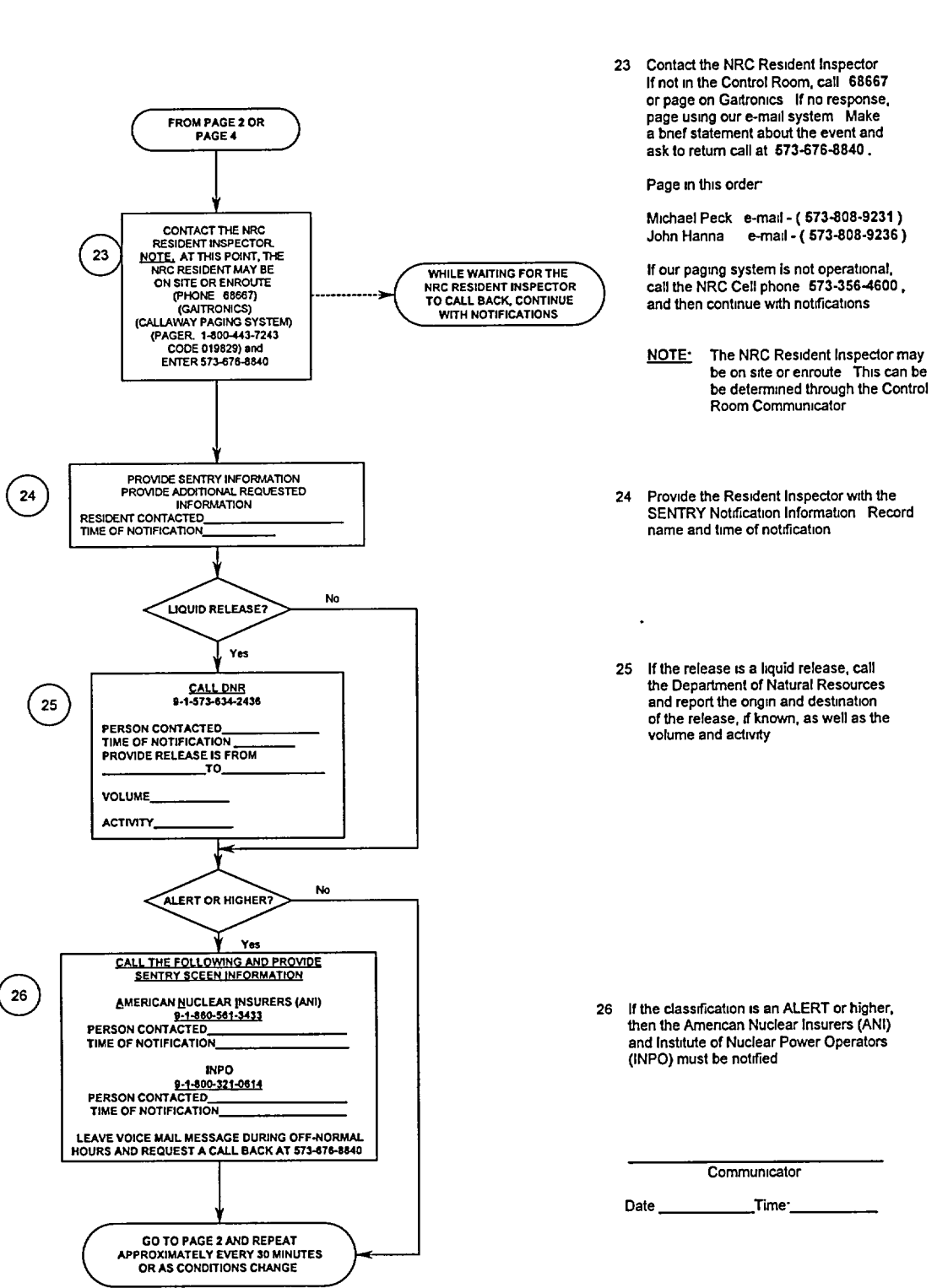
## EOF NOTIFICATION PACKAGE Flowchart (continued)



- 11 If the SENTRY system is successful to all locations then continue to use it for future notifications (Skip step 12)
- 12 If SENTRY is not successful to all locations, complete page 5 and go to page 4 to notify remaining sites
- 13 When SENTRY screen is being completed, use the Protective Measures Coordinator as a resource for Dose Assessment, Plant Assessment information, and Protective Action Recommendations (PARs)
- 14 Always obtain the RM's approval prior to sending a notification.
- 15 Record the time the SENTRY information was transmitted
16. If this is a normal week day between the hours of 0800-1600 then skip step 17.
17. If it is the weekend, holiday, or outside the normal working hours of 0800-1600, SEMA will most likely not be staffed. If SEMA is not manned, contact the State Highway Patrol Troop F Headquarters using Ameren phone # 17188 FAX the notification from SENTRY so it can be relayed to SEMA ( 9-1-573-751-6814 ) Remain on the line for verification or ask for a verification callback at 573-676-8840 within 30 minutes
- 18 Verify and document the sites that acknowledged receipt of the notification
- 19 If all agencies acknowledged the notification, skip step 22
- 20 If all agencies did not acknowledge the notification, then go to page 4 and transmitt the SENTRY screen data
- 21 If this is an initial notification, continue to page 3
- 22 If this is a follow up notification, repeat this page every 30 minutes



## EOF NOTIFICATION PACKAGE Flowchart (continued)



23 Contact the NRC Resident Inspector  
If not in the Control Room, call 68667  
or page on GaTronics. If no response,  
page using our e-mail system. Make  
a brief statement about the event and  
ask to return call at 573-676-8840.

Page in this order

Michael Peck e-mail - ( 573-808-9231 )  
John Hanna e-mail - ( 573-808-9236 )

If our paging system is not operational,  
call the NRC Cell phone 573-356-4600,  
and then continue with notifications

NOTE: The NRC Resident Inspector may  
be on site or enroute. This can be  
determined through the Control  
Room Communicator

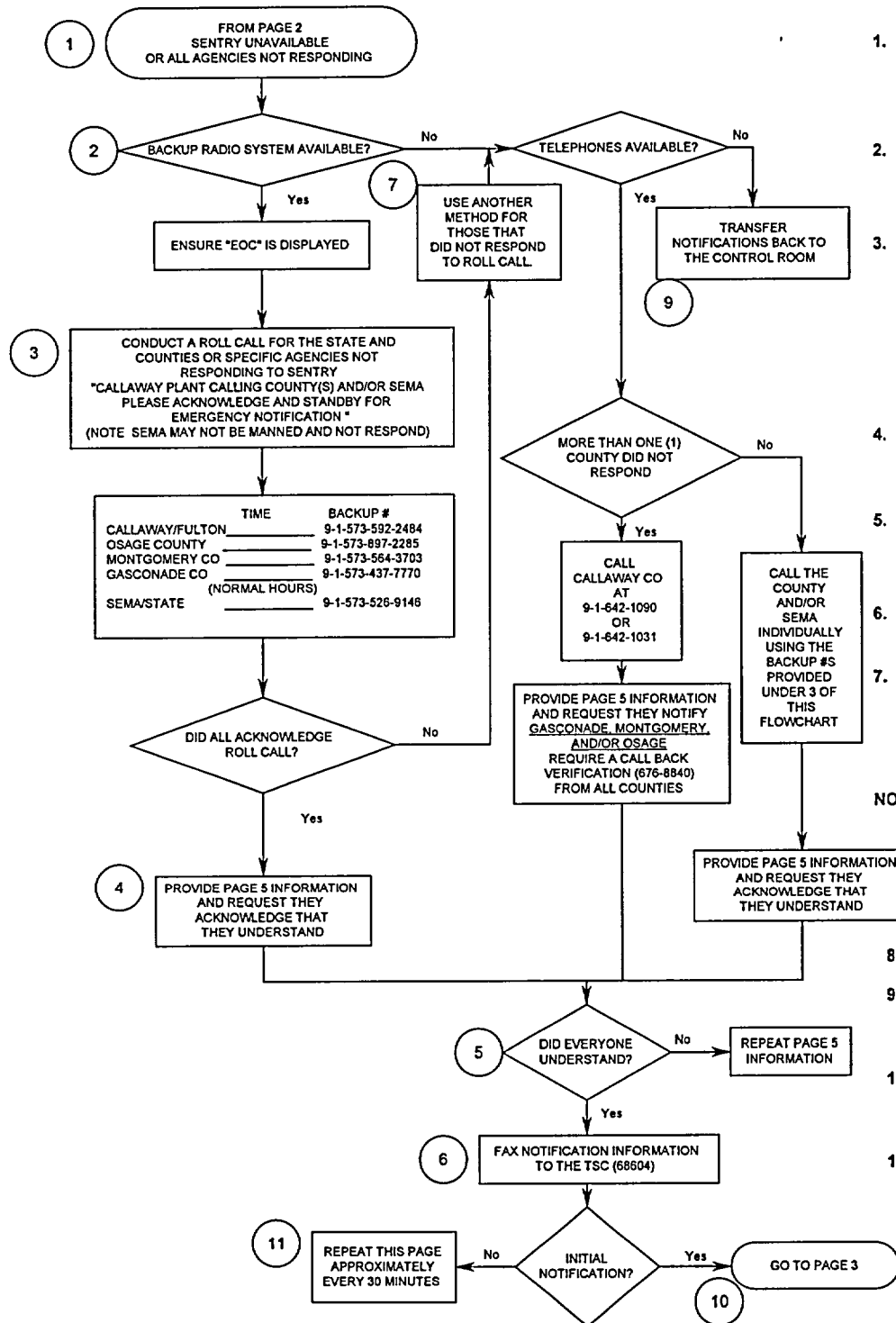
24 Provide the Resident Inspector with the  
SENTRY Notification Information. Record  
name and time of notification

25 If the release is a liquid release, call  
the Department of Natural Resources  
and report the origin and destination  
of the release, if known, as well as the  
volume and activity

26 If the classification is an ALERT or higher,  
then the American Nuclear Insurers (ANI)  
and Institute of Nuclear Power Operators  
(INPO) must be notified

\_\_\_\_\_  
Communicator  
Date \_\_\_\_\_ Time: \_\_\_\_\_

## EOF NOTIFICATION PACKAGE Flowchart (continued)



1. SENTRY was unable to connect with all the counties and the STATE.

2. Check the Backup Radio (BURS) is operational and has "EOC" on the window display.

3. If the Backup Radio is operable perform a roll call by saying, "This is the Callaway Plant with important information, standby for roll call". Wait a few seconds and start with Callaway/Fulton and perform the roll call of the counties and SEMA.

4. Provide the notification information using page 5.

5. Have them acknowledge that they understand the information provided to them

6. Fax the notification information to the TSC.

7. If BURS is not available, use the telephone and contact the locations that did not respond to the roll call

NOTE: IF multiple sites do not respond, call one county (prefer Callaway) and have them relay the information to the other counties.

8 Repeat steps 4 thru 6.

9. If the telephones do not work, transfer notifications back to the Control Room.

10. If this is an Initial Notification, go to page 3 to complete notifications

11. If this is an followup Notification, repeat this page approximately every 30 minutes.

**EOF NOTIFICATION PACKAGE**  
**EOF Off-site Notification Form**  
(FAX copy to TSC 68604)

EIP-ZZ-00201  
Rev. 037

**GENERAL INFORMATION:**

- 1) DRILL MESSAGE:  (Yes/No)
- 2) EMERGENCY CLASSIFICATION:
- 3) DATE/TIME DECLARED:  /  /  :
- 4) EMERGENCY ACTION LEVEL:

5)

6) REACTOR STATUS:

**RELEASE STATUS:**

- 8) RELEASE INFORMATION:
- 9)
- 10) RELEASE START TIME:
- 11) RELEASE DURATION:  Hrs.
- 12) WIND DIRECTION: From  to 13)  Deg      14) SECTORS:
- 15) WIND SPEED:
- PLUME ARRIVAL TIME:
- 16) 2 Miles       17) 5 Miles       18) 10 Miles

**ADDITIONAL NOTES:**

40)

**PROTECTIVE ACTIONS:**

- 19) PROTECTIVE ACTIONS RECOMMENDED:  (Yes/No)
- 20) PROTECTIVE ACTION BASIS:

TYPE	LOCATION	SECTORS
21)	22)	23)
24)	25)	26)
27)	28)	29)

30) Additional Protective Actions:

**PROJECTED DOSES:**

31) PROJECTED DOSE BASIS:

Distance	TEDE (Rem)	Thyroid (Rem)
EAB	32)	36)
2 miles	33)	37)
5 miles	34)	38)
10 miles	35)	39)

EC/RM APPROVAL: \_\_\_\_\_ COMMUNICATOR: \_\_\_\_\_

Distribution    Emergency Coordinator  
Communicator  
State of Missouri

**EOF NOTIFICATION PACKAGE**  
**Assuming EOF Notifications**

**NOTE: Notifications should not be assumed without Dose Assessment and the RM's permission.**

**ASSUMING TO EOF NOTIFICATIONS**

The assuming and transferring Communicator should discuss the following:

1. The latest information transmitted (Ref. latest Notification printout) including the time sent.
2. Individuals/agencies contacted and method of contact.

- Callaway                SENTRY or Other: \_\_\_\_\_
- Osage                    SENTRY or Other: \_\_\_\_\_
- Montgomery            SENTRY or Other: \_\_\_\_\_
- Gasconade              SENTRY or Other: \_\_\_\_\_
- SEMA                    SENTRY or Other: \_\_\_\_\_
- Resident NRC via \_\_\_\_\_
- ANI via \_\_\_\_\_
- INPO via \_\_\_\_\_
- DNR (if required) via \_\_\_\_\_

3. Any notification presently not completed: Explain: \_\_\_\_\_
4. Communicators in CR and EOF should obtain approval of their facility lead (SS/EC & RM) to complete the transfer.
5. Responsibilities being transferred (check all applicable):

**NOTE.**                Once notifications on SENTRY are turned over, do not send SENTRY messages unless accepting notification responsibility in your facility.

- SENTRY.
  - Verification Callback Line (573-676-8840).
  - Back-up Radio System.
6. An initial follow-up notification should be prepared, approved, and sent to ensure proper system operation by the ASSUMING facility. Follow-up notifications should be sent every 30 minutes.

Time of Transfer \_\_\_\_\_ Communicator \_\_\_\_\_