10 CFR 50, Appendix E

Progress Energy

Serial: RNP-RA/03-0046

APR 0 9 2003

United States Nuclear Regulatory Commission
Attn: Document Control Desk
Washington, DC 20555

H. B. ROBINSON STEAM ELECTRIC PLANT, UNIT NO. 2
DOCKET NO. 50-261/LICENSE NO. DPR-23

TRANSMITTAL OF EMERGENCY PROCEDURE REVISIONS

Ladies and Gentlemen:

In accordance with 10 CFR 50.4(b)(5) and Appendix E to 10 CFR 50, Progress Energy Carolinas, Inc., also known as Carolina Power and Light Company, is transmitting revisions to H. B. Robinson Steam Electric Plant (HBRSEP), Unit No. 2, Emergency Implementing Procedures. The procedure revisions and effective dates are listed in the attachment to this letter.

A description of the procedure changes are provided on the "Summary of Changes" page for the emergency procedures. Please replace the superseded procedures with the attached revisions.

If you have any questions concerning this matter, please contact me.

Sincerely,

C. T. Baucom
Supervisor – Licensing/Regulatory Programs

CAC/cac

Attachment

Enclosures

c: L. A. Reyes, NRC, Region II (2 copies)
NRC Resident Inspector, HBRSEP
C. P. Patel, NRC, NRR (w/o Attachment and Enclosures)

A045

Progress Energy Carolinas, Inc.
3581 West Entrance Road
Hartsville, SC 29550

Procedure Revisions and Effective Dates

Procedure	Revision No.	Effective Date
EPPRO-02, "Maintenance and Testing"	18	03/17/2003
EPNOT-01, "CR/EOF Emergency Communicator"	12	04/07/2003

Progress Energy

R
Reference
Use

H. B. ROBINSON STEAM ELECTRIC PLANT, UNIT NO. 2

PLANT OPERATING MANUAL

VOLUME 1

PART 5

EPPRO-02

MAINTENANCE AND TESTING

REVISION 18

SUMMARY OF CHANGES

Step #	Description of change
All pages	Change revision number to 18
8.2.8.7	Add to the guideline for quarterly growl siren testing
8.2.17	Change the requirement to schedule to say "prior to the end of January each year"
8.2.17.4.a.	Add "specific areas of concern"
8.2.17.4.b.	Add guidance on ear plugs
8.2.17.5	Add detail to the conduct of the full volume test
8.2.17.6	Add detail to the conduct of the full volume test
8.2.17.8	Add new step to detail for conduct of the test
8.2.29.7	Change attachment number to 8.1.5.6

TABLE OF CONTENTS

TABLE OF CONTENTS (Continued)

8.2 MAINTENANCE AND TESTING

8.2.1 PURPOSE

1. To ensure periodic testing commitments of the Emergency Plan and 10 CFR 50 Appendix E are being met and properly documented.

8.2.2 RESPONSIBILITIES

1. The EP Staff is responsible for performance of the following periodic tests in this procedure as follows:

   a. Monthly Selective Signaling System Communications Drill - Once per 28 days + 10 days

   b. Monthly Local Government Radio Test - Once per 28 days + 10 days

   c. Monthly NRC ETS/ESSX/SSS Phone Tests - Once per 28 days + 10 days

   d. Monthly Siren Testing - Once per 31 days + 7 days and Quarterly Growl Testing - Once per 92 days + 23 days

   e. Quarterly IPZ State Communications Drill - Once per 92 days + 23 days

   f. Quarterly ERO Phone Book Review - Once per 92 days + 23 days

   g. Quarterly Beeper Drill - Once per 92 days + 23 days

   h. Quarterly TSC/EOF/OSC/JIC/Remote Facility Inventories - Once per 92 days + 23 days and after each drill

   i. Semi-Annual Health Physics Drill - Once per 184 days + 46 days

8.2.2.1 (Continued)

j. Quarterly ERO Status Report - Once per 92 days +23 days

k. Quarterly Offsite Selective Signaling Phone Check - Once per 92 days + 23 days

l. Contributions to Emergency Support Organizations -Once per 364 days + 91 days, and each Quarter as required

m. Annual Siren Full Volume Test - Once per 364 days + 91 days

n. Annual Siren Adequacy Review - Once per 364 days + 91 days

o. Annual EAL Review - Once per 364 days + 91 days

p. Annual PNSC review of Emergency Plan - Once per 364 days + 91 days

q. Annual Medical Emergency Drill - Once per 364 days + 91 days

r. Annual Radiological Monitoring/Environmental Team Communications Drill - Once per 364 days + 91 days

s. Annual Lake Sign Verification - Once per 364 days + 91 days

t. Annual Audit Required by 10CFR50.54T - Once per 364 days + 91 days

u. Annual Letters of Agreement Update - Once per 364 days + 91 days

v. Annual Public Alert Siren Maintenance - Once per 364 days + 91 days

w. Hospital and Rescue Squad Training - Once per 364 days + 91 days

8.2.2.1 (Continued)

k. NRC Evaluated Exercise - Per 10 CFR, Part 50, Appendix E

l. Augmentation Drill - Once per 24 months + 182 days

m. Public Safety and Media Information - Once per 364 days + 91 days and Once per 92 days + 23 days

8.2.3 **GENERAL**

1. Periodic test scheduling will be as follows:

   a. When a periodic test is completed prior to the scheduled date the next scheduled date will be the early completion date plus the frequency.

   b. When a periodic test is completed on or after the scheduled date but before the overdue date the next scheduled date will be the last scheduled date plus the frequency.

2. Emergency Preparedness (EP) personnel or Emergency Communicators may be used for communications drills.

3. A drill or exercise that uses the Selective Signaling System (SSS) to contact the State and Counties may be used to fulfill the requirements of the monthly communications test.

   a. The Superintendent - Shift Operations (SSO) is responsible for providing an emergency communicator for the off hours monthly communications drill.

4. If while performing a test or drill an offsite agency is involved in an actual emergency perform the following:

   a. If the agency is a State or County Warning Point or EOC, excuse the agency from the remainder of the test or drill, and annotate the situation in the test or drill documentation.

   b. If the agency is the NRC, perform that part of the test at a later time.

5. A drill or exercise that begins between 6 p.m. and 4 a.m. or a weekend, that includes in the objectives, the conduct of an off hours augmentation of the ERO, may be used to satisfy the requirements of the Augmentation Drill.

8.2.3 (Continued)

6. Attachment 8.2.32.1, Certification and Review Form, may be used to document completion of any test or other periodic Emergency Preparedness (EP) requirement unless other documentation is specified in the procedure. If test results are unsatisfactory determination should be included for follow up actions, for example increased test frequency, AR, WR, etc.

7. When contacting the Control Room in the following procedure steps, it is desirable to contact the SSO, but not required.

8. Integrated site wide drills will be scheduled in accordance with PLP-007, "Robinson Emergency Plan."

9. The Early Warning Notification System is a computer system used and maintained by the EP Staff for monitoring and control of the Emergency Notification Sirens. The software owner will be the Supervisor - Emergency Preparedness. Changes to the software will be controlled per CSP-NGGC-2505 with a software quality level of "C". A users guide is available for instruction on the use of this system. Revision to the manual are controlled through the Document Management System. (CR 11959)

10. The Dialogic computer system is used and maintained by the EP staff for the notification of ERO members of off normal conditions. The software owner will be the Supervisor - Emergency Preparedness. Changes to the software will be controlled per CSP-NGGC-2505 with a software quality level of "D". A users guide is available for instruction on the use of this system. Revision to the manual are controlled through the Document Management System. (CR 11959)

8.2.4 **EMERGENCY FACILITY/EQUIPMENT CHECKS (CR 11968)**

1. On a daily (normal working week) basis, a walk down of the TSC and EOF facilities should be performed to verify the equipment and facilities are in a condition to support activation of the Emergency Response organization. Attachment 8.2.32.7 provides guidance on the minimum areas of review. The JIC operation area is normally locked after use and inventory. Periodic checks of the JIC are accomplished during routine procedure updates and drill critiques.

8.2.5 MONTHLY SELECTIVE SIGNALING SYSTEM COMMUNICATIONS DRILL

1. The monthly communications will normally be performed by Operations personnel. Every third monthly drill should be performed off hours.

   - During off hour drills it is acceptable to hold the test open until the following work day to complete the phone test portion of this drill. This will allow the County EOCs to be manned.

2. If not performed by Operations personnel, contact the Control Room and inform them that a Selective Signaling System (SSS) Communications Drill will be performed.

3. Provide information to the Emergency Communicator of sufficient detail to allow a Emergency Notification Form to be completed.

   a. Use "This is a communication and equipment test, no further action is required," in the emergency description section of the Emergency Notification Form.

4. The Emergency Communicator uses the scenario information provided to fill out a notification form (EPNOT-01, CR/EOF Communicator).

5. Review the completed notification form to ensure that "THIS IS A DRILL" is checked, and that all required elements of the form are completed per EPNOT-00 Notification and Emergency Communications.

8.2.5 (Continued)

6. The CRSS or SSO shall approve the notification form and instruct the Emergency Communicator to begin the notification.

7. The Emergency Communicator implements EPNOT-01 to notify Warning Points and EOCs. Instructions for using the RNP Selective Signaling System is contained in Attachment 8.1.5.6 (EPNOT-01).

8. If all parties responded to the communications drill skip to Step 8.2.5.13.

9. If any Warning Points **or** Emergency Operations Centers fail to respond verify that the nonresponding agencies can be contacted by commercial telephone using the phone number from the ERO Phone Book. During this call, attempt to determine why they did not answer the Selective Signaling System telephone.

10. Contact the nonresponding agency again using a Selective Signaling Telephone by dialing the specific dialing code for that agency. See Attachment 8.2.32.2, Selective Signaling System Dialing Codes.

11. If the agency called picks up, and communications can be established, consider the test successful.

12. If no agency can be contacted using the Selective Signaling System from any site location, via any method (including ESSX, Bell, etc.), **Immediately** inform the SSO **and** consult AP-030, NRC Reporting Requirements. Assist the SSO in making any necessary notification.

13. Notify the CRSS or SSO that the Selective Signaling System Communications Drill is concluded. State that the Selective Signaling System is returned to operational status.

14. Arrange for repair of any Selective Signaling System problems by calling the Telecommunications Help Desk. Notify Site Telecommunications of the problem for information purposes.

15. Contact IT and inform them of using ERFIS to generate the Emergency Notification Form. This allows them to reset ERFIS for future notification form use. (CR 16476)

8.2.5 (Continued)

NOTE: Chesterfield, Darlington, and Lee Counties have locations named, "Warning Point" and "Emergency Operating Center". The State does not station personnel in their EOC. Therefore, they have a Warning Point, and a Backup Warning Point. A repeat extension from the EOC is located in the State Warning Point.

16. Acceptance Criteria:

    The monthly Selective Signaling System Communications drill is acceptable when:

    a. Contact has been made with the Warning Point **and** EOC for each of the Counties and the State Warning Points.

       – By decision of the State of South Carolina the Backup Warning Point phone is left with the ringer off since the Warning Point is manned 24 hours per day. The Backup Warning Point phone would be tested prior to use.

    b. The message has been read to at least one of the locations for each of the agencies.

17. Documentation of the drill will consist of the notification form used with the agencies notified forms, and a completed Attachment 8.2.32.1 (EPPRO-02), Certification and Review Form.

18. Transmit the completed forms, to Records Storage in accordance with RDC-NGGC-0001. A copy of the record may be maintained in the EP files for the convenience of auditors.

8.2.6 MONTHLY LOCAL GOVERNMENT RADIO TEST

1. The State of South Carolina tests radio communications with various agencies and nuclear plants every Thursday starting at about 0900. Therefore, at approximately 0900 on the scheduled Thursday, or other prearranged day during the grace period, listen to the Local Government Radio (LGR) set in the EP office.

2. The LGR Instruction Manual lists "10" codes on Page 33. The only "10" codes necessary for the radio test are "10-1" (signal weak), "10-2" (signal good), and "10-97" (radio test).

3. Listen for the call from the State of South Carolina stating, "H.B. ROBINSON THIS IS SOUTH CAROLINA STATE WARNING POINT."

4. Pick up the handset, press the button on the handset, and acknowledge the transmission by saying:

   "THIS IS H.B. ROBINSON, I READ YOU 10-2", if the transmission is clear, *OR* "I READ YOU 10-1" if the transmission is weak, and inform the operator that two more radio sets need to be tested.

5. After your transmission is acknowledged, state:

   " THIS IS H.B. ROBINSON, SIGNING OFF."

6. After radio traffic on the channel has stopped, test the radio set in Rooms 425 TSC and 434 EOF as follows:
   " SOUTH CAROLINA STATE WARNING POINT. THIS IS H.B. ROBINSON FOR A 10-97 ON THE BACKUP RADIO", after the State operator responds answer with "THIS IS H.B. ROBINSON, I READ YOU 10-1 or 10-2" as appropriate.

7. After your transmission is acknowledged, state:

   " THIS IS H.B. ROBINSON SIGNING OFF."

8. Complete the third radio set per steps 8.2.6.6 and 8.2.6.7 above and inform the State operator that testing is complete.

8.2.6 (Continued)

9. If the radio communication is weak or not working, notify the Telecommunications Help Desk, Site Telecommunications, and the South Carolina Emergency Preparedness Division. Following repairs retest the radio sets.

10. Acceptance Criteria:

    The monthly LGR test is acceptable when satisfactory communication has been completed with the State of South Carolina using the handsets at the TSC, EOF, and EP office.

11. Document the monthly test on Attachment 8.2.32.1, Certification and Review Form.

12. Transmit the completed form to Records Storage in accordance with RDC-NGGC-0001. A copy of the record may be maintained in the EP files for the convenience of auditors.

8.2.7 **MONTHLY NRC ETS/ESSX/SELECTIVE SIGNALING SYSTEM PHONE TESTS**

1. Contact the Control Room and inform them that a test of the NRC ETS/ESSX/Selective Signaling System will be performed. Request that the Control Room not answer the ETS telephone until notified again at the conclusion of this test.

2. From an available ETS telephone in the TSC, EOF or NRC Office, dial one of the 10 digit telephone numbers listed in the ERO telephone book to contact the NRC Operations Center.

3. When the NRC Duty officer answers, inform him of your name, state that you are calling from Robinson Plant, and that this is the monthly test of the Emergency Notification System (ENS). Request that the Duty Officer call back at the extension in use.

8.2.7 (Continued)

4. When the ENS telephone rings, answer the telephone by identifying "ROBINSON NUCLEAR PLANT."

   a. Record the name of the Duty Officer contacted.

      – No other calls to the NRC Operations Center are required.

5. Use each of the ENS telephones listed on Attachment 8.2.32.3, NRC ETS/ESSX/SSS Monthly Telephone Test, to receive and originate a call.

   a. This will verify that a dial tone is present and that each ringer, handset, and dial keypad is operational.

   b. The Control Room ETS phone is tested daily and will not be included in this test.

6. When testing the Simulator SSS phone:

   a. Plug "FOR EP DRILL USE ONLY" red-tagged cable into SSS phone.

   b. Perform phone test.

   c. Unplug "FOR EP DRILL USE ONLY" red-tagged cable from SSS phone. Plug "FOR SIMULATOR USE ONLY" green -tagged cable into SSS phone.

   d. Notify Simulator Support upon completion of Simulator phone test.

      Person notified _____

7. To test the ERDS Link to the NRC take a telephone to Room 426 and open the first louvered door on the back of the ERFIS panel.

   a. Locate and disconnect the ERDS jack and connect the telephone in its place.

8.2.7.7 (Continued)

b. Ensure the telephone has a dial tone.

c. Disconnect the telephone and reconnect the ERDS jack previously disconnected.

8. If any problems are noted during the test:

a. Contact the NRC Operations Center by ETS, if available, or bell telephone at one of the numbers listed in the ERO telephone book.

b. If no means of contacting the NRC Operations Center is available, contact the SSO and inform him that a 1 hour reportable event to the NRC has occurred.

- Consult AP-030.

- Assist the SSO in making the notification.

9. Use each of the ESSX telephones listed on Attachment 8.2.32.3, NRC ETS/ESSX/SSS Monthly Telephone Test, to receive and originate a call.

a. This will verify that a dial tone is present and that each ringer, handset, and dial keypad is operational.

10. If any problems are identified with the ESSX telephones notify the Telecommunications Help Desk and onsite personnel to have the telephones repaired.

11. Notify the Control Room of the "Out of Service" condition. When the telephones are repaired and tested notify the Control Room that the telephones are returned to service.

a. This condition above is not reportable to the NRC.

8.2.7 (Continued)

12. Use each of the SSS telephones listed on Attachment 8.2.32.3, NRC ETS/ESSX/SSS Monthly Telephone Test, to receive and originate a call.

    a. This will verify that each ringer, handset, and dial keypad is operational.

        – There is no dial tone on the SSS telephones.

13. If any problems are identified with the SSS telephones notify the Telecommunications Help Desk and onsite personnel to have the telephones repaired.

14. Notify the Control Room of the "Out of Service" condition.

    a. When the telephones are repaired the tested, notify the Control Room that the telephones are returned to service.

        – This condition is not reportable to the NRC provided a backup communications system (Site PBX, ESSX, etc.) is available.

15. Notify the Control Room that the phone test is complete.

16. Acceptance Criteria:

    The ETS, ESSX, and SSS phone tests are satisfactory when:

    a. It has been verified that the dial tone (except SSS), ringer, handset, and keypad function for each ETS, ESSX, and SSS telephones.

    b. A dial tone was obtained on the ERDS jack.

8.2.7 (Continued)

17. Documentation of the phone test will consist of Completed Attachment 8.2.32.3, NRC ETS/ESSX/SSS Monthly Telephone Test, and Attachment 8.2.32.1, Certification and Review Form.

18. Transmit the completed forms to Records Storage in accordance with RDC-NGGC-0001. A copy of the record may be maintained in the EP files for the convenience of auditors.

8.2.8 MONTHLY SIREN TESTING AND QUARTERLY GROWL TEST

NOTE: Sirens are rotated each week, typically this is automatically initiated early Monday morning. Once each quarter each siren is growl tested.

1. Obtain system records documenting the weekly rotation tests.

   a. On a weekly basis, if the automatic report has not been generated, perform a manual rotation. Guidance is available in the system technical manual.

NOTE: The siren feedback system provides real time information on siren status. This data is reviewed as needed by a member of the EP staff.

2. If failures are noted which have not previously been reported:

   a. Enter the required information on Attachment 8.2.32.4, Siren Out of Service Notification.

      – Siren power supplies are listed as page 2 of the attachment to aid in determining the impact of power outages.

NOTE: The references to the Help Desk provides the point of contact for service requests. The phone number is provided in the ERO phone book and is also available through E-Mail -TelCom HelpDesk.

8.2.8.2 (Continued)

b. Notify the Control Room that the siren is out of service.

c. Inform the County Emergency Management Director about the siren(s) out of service using the telephone number in the ERO Phone Book.

d. Notify the Telecommunications help desk to make repairs.

3. Consult AP-030 NRC Reporting requirements, assist the SSO in making any notifications if desired.

4. When notified by Transmission Maintenance or Telecommunications Help Desk that the siren has returned to service, perform the following:

   a. Log the notification on Attachment 8.2.32.4, Siren Out of Service Notification.

   b. Notify the Control Room that the siren is back in service.

   c. Inform the County Emergency Management Director about the siren(s) back in service.

5. Review siren test records to compare rotation and alarm data against the notifications logged on Attachment 8.2.32.4, Siren Out of Service Notification.

   a. If the records do not compare with the notification log, contact Telecommunications or Transmission Maintenance to resolve the differences.

8.2.8 (Continued)

6. On a monthly test basis, verify that there has been 1 rotation test each week since the last monthly verification.

    a. Telecommunications Service request or equivalent has been received for each failed test or that a siren is listed as out of service for each failed test. This may be done via the Siren Out Of Service log or the Help Desk.

7. On a quarterly basis, Growl Test the sirens, note any failures on the notification logs and document any Service requests to Telecommunications or the Transmission Department. This test should be preceded by a press release and a pre-job brief. Guidance for conducting the test is available in the system technical manual. **(AR 66214)**

    a. Emergency Preparedness will establish a schedule for growl and full volume siren testing.

    b. The testing schedule will be entered into the site surveillance tracking system, or similar system, to provide prompts to interested parties such as Site Communications.

8. Include the computer generated summary sheet or equivalent as attachments to the test documentation.

9. Acceptance Criteria

    This test is satisfactory when:

    a. Each of the sirens has been rotated weekly or any sirens that failed to rotate have been repaired and successfully retested or listed as out of service. In all cases, sirens out of service must be less than criteria for an NRC report.

8.2.8 (Continued)

b. On a quarterly basis, each siren Growl tested satisfactorily or any sirens that failed to growl have been repaired and successfully retested or listed as out of service. In all cases sirens out of service must be less than criteria for an NRC report.

c. Decisions on pass / fail have been documented on the computer generated summary sheet or equivalent. This should include problem resolutions and post maintenance testing results. (CR 99-01366)

10. Complete Attachment 8.2.32.1, Certification and Review Form, and attach completed forms or Service Reports.

11. Transmit the completed forms to Records Storage in accordance with RDC-NGGC-0001.

a. A copy of the record may be maintained in the EP files for the convenience of auditors.

8.2.9 QUARTERLY IPZ STATE COMMUNICATIONS DRILL

1. Prepare two Emergency Notification Forms using EPNOT-00, Notification and Emergency Communications.

a. One form will be the initial notification and one form will be the termination notification.

2. Review the completed notification form to ensure that "THIS IS A DRILL" is checked, and that all required elements of the form are completed per EPNOT-00, Notification and Emergency Communications.

3. Implement EPNOT-00, Notification and Emergency Communications to notify the NC Warning Point via commercial telephone at the number listed in the ERO Phone Book.

4. Verify the authentication code words if requested.

5. If the NC warning point fails to respond, perform the following:

8.2.8 (Continued)

a. Contact N. C. Emergency Management at the number listed in the ERO telephone book and attempt to determine why the warning point did not answer the telephone.

b. Attempt to contact the N. C. Warning Point again via commercial telephone.

6. If contact can be made with the N. C. Warning Point and communications are established, consider the test successful.

7. If the N. C. Agencies identified above cannot be contacted the test is unsuccessful.

a. Notify the Telecommunications Help Desk and Site Telecommunications.

8. Acceptance Criteria:

The IPZ Communications Drill is satisfactory when contact has been made with the N. C. Warning Point for an initial Drill Notification and a termination Notification.

9. The Emergency Notification Forms used and an Attachment 8.2.32.1, Certification and Review Form, will provide documentation of the drill.

10. Transmit the completed forms to Records Storage in accordance with RDC-NGGC-0001. A copy of the record may be maintained in the EP files for the convenience of auditors.

8.2.10 **QUARTERLY ERO PHONE BOOK REVIEW**

NOTE: The EP Staff maintains a copy of the ERO Phone Book in the EP Office as a markup copy. When changes to the ERO are processed in accordance with EPPRO-00, Program and Responsibilities, the markup copy is annotated with the change.

1. Arrange to have each person on the ERO called to confirm both their work number and their home telephone number.

Copies of the phone book (on site directory portion) are routed to each work group onsite to verify their information. Corrections are then routed back to EP for revision.

2. Arrange to have each office telephone number in the "Other Contacts (Offsite)" section of the ERO Phone Book called and confirm home and car telephone numbers. This is typically accomplished by the EP staff calling the persons involved.

3. Review the ERO Phone Book and update any changes.

4. Update and publish the new ERO Phone Book revision.

5. Change out the new ERO Phone Book revision in each copy on distribution. Copies for the Unit 2 Control Room, and the Outside Auxiliary Operator desk (Work Control Center) and other primary users are typically routed.

6. Acceptance Criteria:

   The ERO phone book review is satisfactory when the book has been reviewed, revised and distributed, if required.

7. Document completion of the quarterly review of the ERO Phone Book by completion of Attachment 8.2.32.1, Certification and Test Review.

8. Transmit the completed records to Records Storage in accordance with RDC-NGGC-0001. A copy of the form may be maintained in the EP office for the convenience of auditors.

8.2.11 **QUARTERLY BEEPER DRILL**

1. The Beeper Drill may be conducted by using the Beeper Drill scenario contained in the Dialogic database, with code 0*0*1, or manual beeper activation, defined in EPNOT-00, Notification and Emergency Communication, using code 0*0*4. The drill will be initiated by Emergency Preparedness (EP) personnel and scheduled with a different team On Call for each quarter. If an actual callout occurs within the quarter, credit may be taken for satisfying the quarterly test criteria.

8.2.11 (Continued)

2. Notify the Control Room when a Beeper Drill is to be conducted.

3. When the Dialogic scenario is used, Beeper holders will be required to call Dialogic and respond to the qualification questions.

   a. Dialogic will provide printouts that will identify the ERO positions filled and provide names of those people who called the system during the drill but did not qualify.

1. If the Dialogic Beeper Drill scenario was not used, Beeper holders may be required to complete Attachment 8.2.32.5, ERO Beeper Test Results or respond to EP staff by e-mail or other communications.

2. On the day following the quarterly test, a site-wide e-mail should be sent out instructing ERO members not receiving a page during the test to contact EP.

3. Acceptance Criteria:

   Greater than 80% of personnel issued a pager and expected to respond received the appropriate code and responded accordingly.

   Those expected to respond are the team On Call. If an On Call member does not respond, but another qualified person demonstrates the ability to fill the position, credit will be given. Non responses will be investigated.

   Appropriate management will be notified of failures to respond which are not due to extraordinary circumstances.

1. Additional Criteria: (not necessary to be satisfactory)

   Determine if personnel in the positions identified on the on-call roster have confirmed that their beeper functioned and they could have reported to the appropriate on-site facility in 60 minutes or less. JIC responders have 120 minutes.

   a. 60 minutes is based on the standard Dialogic qualification question.

8.2.11 (Continued)

8. Document the completion of the Beeper Test on Attachment 8.2.32.1, Certification and Test Review, and attach other supporting documentation.

9. Transmit the completed records to Records Storage in accordance with RDC-NGGC-0001. A copy of the form may be maintained in the EP files for the convenience of auditors.

8.2.12 **QUARTERLY EOF/TSC/OSC/JIC/REMOTE FACILITY INVENTORIES**

1. Perform an inventory using Attachment 8.2.32.6, EOF/TSC/OSC/JIC/REMOTE FACILITY Inventory, once per quarter and after each facility activation. Facility inventories will be completed as soon as possible not to exceed 3 working days following an activation. Quarterly inventories will be completed within the established grace period. After each activation, ERO personnel should ensure that their facility is in neat order and contains sufficient supplies for future activations, report deficiencies to Emergency Preparedness (EP).

2. Acceptance Criteria:

   The EOF/TSC/OSC/JIC/REMOTE FACILITY inventory is acceptable when the requirements of Attachment 8.2.32.6, EOF/TSC/OSC/JIC/REMOTE FACILITY Inventory, have been met.

1. Documentation will consist of completed Attachment 8.2.32.6, EOF/TSC/OSC/JIC/REMOTE FACILITY Inventory and Attachment 8.2.32.1, Certification and Review Form.

2. Transmit the completed records to Records Storage in accordance with RDC-NGGC-0001. A copy of the form may be maintained in the EP Files for the convenience of auditors.

8.2.13 **QUARTERLY ERO STATUS REPORT** (CR 99-01860)

1. This report lists the personnel on the ERO by position and team designation. The report includes:

   - Requalification data for position and respirator.
   - ERO on call schedule.
   - Performance charts.

8.2.14 **QUARTERLY OFFSITE SELECTIVE SIGNALING PHONE CHECK (CR 19521)**

1. On a quarterly basis all offsite Selective Signaling phones will be checked for proper operation. Arrange with State and County personnel to perform this test.

2. Acceptance Criteria:

   All phone circuits listed on attachment 8.2.32.8 have received and generated a phone call.

3. Transmit completed records to Records Storage per RDC-NGGC-0001, NGG Standard Records Management Program.

8.2.15 **SEMI-ANNUAL HEALTH PHYSICS DRILLS {NRC Amendment No. 192}**

1. Health Physics drills shall be conducted semi-annually. These drills will involve response to, and analysis of, simulated elevated airborne and liquid samples and direct radiation measurements in the environment.

2. Acceptance Criteria:

   The acceptance criteria shall be as established in Emergency Preparedness Objectives.

3. The completion of the Health Physics drills will be documented by memorandum and an Attachment 8.2.32.1, Certification and Review Form.

4. Transmit completed records to Records Storage per RDC-NGGC-0001, NGG Standard Records Management Program.

8.2.16 CONTRIBUTIONS TO EMERGENCY SUPPORT ORGANIZATIONS

1. Annual Contributions

   a. During January of each year a check request will be submitted for each of the listed organizations below in the amounts specified in the approved budget.

      - Hartsville Rescue Squad
      - Lake Robinson Rescue Squad
      - Hartsville Fire Department

   b. Deliver the contribution checks to each receiving organization. Complete an Attachment 8.2.32.1, Certification and Test Review, to document the contribution.

2. Quarterly Contributions

   a. Following the end of each quarter, contact the Lake Robinson Rescue Squad, and Hartsville Rescue Squad to determine the number of call-outs that were responded to by each organization. The amount of reimbursement will be based on the number of call-outs and the amount per call-out as specified in the approved budget.

   b. Develop check requests in the appropriate amounts. Deliver the contributions checks to each receiving organization.

   c. Complete an Attachment 8.2.32.1, Certification and Test Review, to document the reimbursement.

3. Acceptance Criteria:

   This task will be considered satisfactory when contributions and reimbursement checks (if required) have been delivered in a reasonable time.

4. Transmit copies of completed records to Records Storage per RDC-NGGC-0001, NGG Standard Records Management Program. An additional copy of the form may be maintained in the EP Files for the convenience of auditors.

8.2.17 ANNUAL FULL VOLUME SIREN TEST

1. Prior to the end of January each year, schedule a Full Volume Siren Test (normally conducted in the 4th quarter) with the State, Counties, Transmission Maintenance, Telecommunications Maintenance, Site Communications and Corporate Communications.

2. As a minimum the Public Information Postcard should contain the time, date, number of siren activations expected, and sufficient time span to allow for maintenance testing and test print outs. (example: 1300 to 1600)

3. A pretest briefing should be held to discuss the sequence of events and lessons learned from previous tests. This should include as a minimum the following items:

   - If local siren de-activation is necessary prior to the three minute time out, ensure sufficient time is allowed for the siren feed back sensors to register a good activation (30-45 seconds).

   - Once the sirens are activated, allow the full three minutes to pass prior to any manipulation of command screens. This can lead to a premature siren shut down.

   - Allow 15 minutes between siren activation to allow printing of data in a consistent manner.

4. Approximately six weeks before the scheduled Full Volume Test, perform the following:

NOTE: Site Communications will be notified of the Full Volume Test via a site surveillance system to prompt a public information plan to publicize the test.

   a. Arrange to have a volunteer siren watcher stationed at every siren or specific areas of concern for the test, or monitor testing via feedback system.

   b. If volunteers are used, send each a map, test form, and a set of watcher instructions. Ensure briefing on use of ear plugs.

8.2.17 (Continued)

c. If volunteers are used, schedule personnel as telephone operators to take telephone calls from the watchers after the test is concluded.

d. Coordinate with South Carolina Emergency Preparedness Division to determine if the EAS system will be activated.

e. If the EAS system will be activated during the annual siren test, inform Site Communications to ensure that this information is included in the public information plan.

5. If siren watchers are used conduct a pre-job brief on the day of the test or the day prior. Their expectations are to **(AR 66214)**

- be in place at least 15 minutes prior to the test start
- verify rotation and sound of the siren
- monitor other operation or appearance as requested
- report the results of observation promptly

6. The full volume test will be conducted from the County Activation points and/or site activation as appropriate. It is recommended to test both. Guidance for activation can be found in the system manual located at the control units.

7. If the siren feedback system is used collect system activation reports for documentation.

8. When conducting the test ensure the system technical manual is available. Ensure repair/maintenance personnel availability **(AR 66214)**

9. If any siren fails to activate or rotate, perform notification steps in the monthly siren test section of this procedure.

10. Consult AP-030, NRC Reporting Requirements, assist the SSO in making any notifications if desired.

8.2.18 (Continued)

11. Acceptance Criteria:

    For the purpose of this procedure the Full Volume siren test will be considered acceptable when sirens have been activated from the site or county activation points, failed sirens identified for repair, NRC notified if required, and any observation and/or feedback

    system test records collected. Corrective actions required will include schedule and completion dates as appropriate. Decisions on pass/fail have been documented on the computer generated summary sheet or equivalent. This should include problem resolutions and post maintenance testing results. (CR 99-01366)

12. Compile all test records and attach to a completed Attachment 8.2.32.1, Certification and Test Review.

13. Transmit the completed records to Records Storage in accordance with RDC-NGGC-0001. A copy of the record may be maintained in the EP files for the convenience of auditors.

8.2.18 **ANNUAL SIREN ADEQUACY REVIEW**

1. Perform a survey of areas within the 10 mile EPZ that have the lowest siren coverage, per attachment 8.2.32.9, to determine if a significant change in demographics has occurred.

2. Contact the Emergency Response Directors from Darlington, Chesterfield, and Lee counties to review the survey results and determine additional demographic change information. Have the Directors sign the survey form.

3. Compare the current survey results to the previous test results and initial study. If an area appears to need additional siren coverage, schedule a noise level measurement for the area of interest during the next Annual Full Volume Test.

4. Compile all test records for a yearly interval to determine the simple arithmetic average of total test successes divided by total tests performed.

    a. The arithmetic average should equal 90% or greater.

    b. All regularly scheduled silent, growl and the full volume test for each siren is considered a test.

8.2.18 (Continued)

5. Submit letters to the Federal Emergency Management Agency (FEMA) and the State of South Carolina informing them of the Test Results.

   a. Route the letters to the vault.

6. Acceptance Criteria:

   For the purpose of this procedure the Annual Siren Adequacy Review will be considered acceptable when:

   a. The survey required above is complete.

   b. The report has been developed and issued. If the arithmetic average is less than 90%, resulting corrective actions will include schedules and completion dates.

8.2.19 **ANNUAL EAL REVIEW**

1. On an annual basis, arrangements shall be made to review the EALs with the State and County Emergency Preparedness representatives.

2. A memorandum will be generated by the EP staff documenting the review.

3. Acceptance Criteria:

   The EAL review will be considered satisfactory when the review is complete and the memorandum above is signed.

4. Complete Attachment 8.2.32.1, Certification and Review Form, and attach to the memorandum from above to document the review.

5. Transmit completed records to Records Storage per RDC-NGGC-0001, NGG Standard Records Management Program.

8.2.20 ANNUAL PNSC REVIEW OF EMERGENCY PLAN

1. The Emergency Preparedness staff will review the Robinson Emergency Plan annually.

   a. The purpose of this review is to determine if any revisions are required due to regulatory revisions, experiences of drills and exercises, or other requirements.

2. Following review, the Robinson Emergency Plan will be presented to the PNSC for review.

3. Revision to the Robinson Emergency Plan will be completed following PNSC review.

4. Acceptance Criteria:

   The Emergency Plan review will be considered acceptable following review and acceptance by the PNSC.

5. The PNSC Minutes shall provide documentation of satisfactory completion of this activity.

8.2.21 ANNUAL MEDICAL EMERGENCY DRILL

1. A Medical Emergency Drill, involving a simulated contaminated and injured individual and participation of the local offsite medical services agencies, shall be conducted annually.

2. Acceptance Criteria:

   The acceptance criteria shall be as established in Emergency Preparedness Objectives.

3. Records of the drill shall consist of the Scenario, Critique, and an Attachment 8.2.32.1, Certification and Review Form.

4. Transmit completed records to Records Storage per RDC-NGGC-0001, NGG Standard Records Management Program. A copy of the record may be maintained in the EP Files for the convenience of auditors.

8.2.22 ANNUAL ENVIRONMENTAL TEAM DRILLS

1. On an annual basis, the Environmental Team shall demonstrate the collection and analysis of all sample media, (water, vegetation, soil, and air) and provisions for communications and record keeping. Communications shall be monitored to ensure that communications equipment is adequate and that the ability to communicate effectively is demonstrated.

2. The completion of the Environmental Team Drills shall be documented in the Drill critique. The drill critique shall address the sample collection, record keeping and communications. The critique shall also address the communication equipment and the effectiveness of communications.

3. Acceptance Criteria:

   The acceptance criteria shall be as established in Emergency Preparedness Objectives.

4. Complete an Attachment 8.2.32.1, Certification and Review Form, and attach a memo stating the date and time for the completion of this task. The memo shall also include a summary of the applicable drill objectives and the drill critique results.

5. Transmit completed records to Records Storage per RDC-NGGC-0001, NGG Standard Records Management Program. A copy of the record may be maintained in the EP Files for the convenience of auditors.

8.2.23 ANNUAL LAKE SIGN VERIFICATION

1. Perform an inspection of the Evacuation Warning signs posted at each public access to Lake Robinson and Lake Prestwood on a Annual basis.

2. The signs are typically lettered with the following information:

   IN THE EVENT OF AN IDENTIFIED EMERGENCY REQUIRING EVACUATION OF THE LAKE AREA YOU WILL BE NOTIFIED BY SIRENS. IF THIS SIGNAL IS OBSERVED PLEASE:

   a. LEAVE THE LAKE AREA IMMEDIATELY.

   b. TURN ON THE RADIO OR TELEVISION FOR INFORMATION AND INSTRUCTIONS.

3. Lake signs are located at the following locations:

a.	Lake Robinson	Easterling Landing Johnson Landing Chesterfield County (Morrisons Bridge) Landing
b.	Lake Prestwood	Sonovista Park Landing

4. Acceptance Criteria:

   The Evacuation Warning Sign inspection is considered satisfactory when they are found to be appropriately posted and readily readable.

5. Complete Attachment 8.2.32.1, Certification and Review Form, to document the inspection and any corrective actions taken.

6. Transmit completed record to Records Storage per RDC-NGGC-0001, NGG Standard Records Management Program.

8.2.24 ANNUAL AUDIT REQUIRED BY 10 CFR 50.54(t)

1. A review of the Emergency Preparedness Program shall be conducted at the frequency specified in the Code of Federal Regulations. This review shall be accomplished by individuals who do not have any responsibility for implementation of the program.

2. This review shall include an evaluation of the adequacy of interfaces with State and County Emergency Preparedness organizations as well as Drills, Exercises, program capabilities, and procedure effectiveness.

3. The results of the review and evaluation, including recommendations for improvement, shall be documented in an appropriate report.

4. The report shall be distributed to Plant and Corporate Management. Those portions of the report that concern the State and County Emergency Preparedness organizations shall be made available to them.

5. Acceptance Criteria:

   For the purpose of this procedure the Audit shall be considered acceptable when it is complete. Any resulting corrective actions shall include schedules and completion dates.

6. Copies of the report shall be distributed and filed as required by the reviewing organization.

8.2.25 ANNUAL LETTERS OF AGREEMENT UPDATE

1. On a annual basis, a memorandum will be sent to each agreement organization requesting that they sign and return the document. This will indicate concurrence with the content of the respective Agreement Letter.

2. If necessary new Agreement Letters will be negotiated. Changes to Letters of Agreement will be controlled by AP-021, Attachment 7.1 Licensing Document Change Request.

3. After changes are made review the list of Letters in the E-Plan, update as necessary.

8.2.25 (Continued)

4. Acceptance Criteria:

   The Agreement Letters shall be considered acceptable when the signed memorandum have been returned or new agreements negotiated.

5. Complete an Attachment 8.2.32.1, Certification and Review Form, and attach to the signed memorandum.

6. Transmit completed records to Records Storage per RDC-NGGC-0001, NGG Standard Records Management Program.

8.2.26 **ANNUAL PUBLIC ALERT SIREN MAINTENANCE**

1. On an annual basis preventative maintenance will be performed by Transmission Maintenance or equivalent maintenance organization. The inspection should consist of the following: (CR 99-01257)

   a. General area

      Clear weeds and brush from around the pole and controls. Clean area and spot paint as necessary.

   b. Blower assembly

      Check all hardware for tightness, check belts and seal for condition and tension. Lubricate according to manufacturers published specifications. Clean and lubricate the relief valve.

   c. Rotator and Chopper Assembly

      Check condition of blower pipe, fittings, mounting hardware, and conduit. Check turning gear for proper mesh, excessive wear, and lubricate according to manufacturers published specifications. Check Allen screws in pulleys for tightness.

   d. Control Box

      Check cleanliness of control box. Check all hardware for tightness.

8.2.26 (Continued)

2. Return to service

   a. Check for proper operation of blower, rotator, and chopper.

3. Acceptance Criteria:

   This maintenance shall be acceptable when the maintenance is complete, discrepancies corrected and the growl test performed. The growl test may be performed locally or by the Emergency Preparedness Staff.

4. Emergency Preparedness shall be provided with documentation of satisfactory performance.

5. Complete an Attachment 8.2.32.1, Certification and Review Form, and attach the maintenance documentation. Transmit completed records to Records Storage per RDC-NGGC-0001, NGG Standard Records Management Program.

8.2.27 **HOSPITAL AND RESCUE SQUAD TRAINING**

1. On an annual basis a package of self directed training material will be prepared and sent to the Darlington County Rescue Squad, Carolina Pines Regional Medical Center, and Chesterfield General Hospital. At the same time actual training will also be offered.

2. Acceptance Criteria:

   The training shall be considered acceptable when the packages have been sent and training has been provided or refusal documented.

3. Complete an Attachment 8.2.32.1, Certification and Review Form, and attach to the memorandums, training material (if used), and documentation of training refusal if applicable.

4. Transmit completed records to Records Storage per RDC-NGGC-0001, NGG Standard Records Management Program.

8.2.28 NRC EVALUATED EXERCISE

1. A graded exercise shall be conducted as required by 10 CFR, Part 50, Appendix E. The date of the exercise will be coordinated with the NRC, FEMA, State of South Carolina, Harris and Brunswick plants, and Chesterfield, Darlington, and Lee Counties.

2. The exercise scenario will be planned and developed to demonstrate the applicable Objectives from EPPRO-01, Program and Responsibilities.

3. The exercise is an event that tests the integrated capability of major response organizations and will include the attributes identified in PLP-007, Robinson Emergency Plan.

4. Acceptance Criteria:

   For the purpose of this procedure the exercise shall be considered acceptable when the exercise and critique are complete.

   a. Any resulting corrective actions or re-demonstrations shall include schedules and completion dates.

5. Records of the exercise shall consist of the Scenario, and Critique. Documentation such as NRC and other regulatory reports may also be included.

6. Transmit completed records to Records Storage per RDC-NGGC-0001, NGG Standard Records Management Program. A copy of the record may be maintained in the EP Files for the convenience of auditors.

8.2.29 **AUGMENTATION DRILL**

NOTE: The conduct of Augmentation Drills is one of the Objectives that is normally satisfied during a drill or exercise. However, an augmentation drill may be conducted separate from a regular scheduled drill as follows.

1. Arrange with a member of senior management to conduct an unannounced off hours augmentation drill.

2. Access Dialogic to ensure individuals that should be listed from the ERO are entered in the database.

3. Station controllers in the TSC, OSC, and EOF to supervise the completion of augmentation forms.

4. Access the Dialogic computer and select an appropriate scenario. Conduct the augmentation drill using an appropriate code, manual beeper activation, or other call-out methods as necessary.

5. Contact the Control Room and request that they perform a site-wide announcement over the plant PA (with VLC switch in the "EMERGENCY" position):

   "ATTENTION ALL PERSONNEL. THIS IS A DRILL. EMERGENCY RESPONSE ORGANIZATION PERSONNEL REPORT TO YOUR DESIGNATED FACILITY".

   a. Repeat The Announcement.

6. ERO Members will respond to the site, comply with fitness for duty requirement, and respond to their designated emergency facility.

7. The controllers will ensure that Attachment 8.1.5.6 of EPOSC -01, Attachment 8.3.5.1, and Attachment 8.3.5.5 of EPEOF-03, in their respective facilities, are completed as each member of the ERO arrives.

8. ERO members may be dismissed once they have signed in on the attachments.

8.2.29 (Continued)

9. Document the completion of the augmentation drill using Attachment 8.2.32.1, Certification and Review Form. Include whether or not the requirements of Table 5.3.2-1, PLP-007, Robinson Emergency Plan, were met.

10. Review augmentation results and/or call lists to ensure that the staff required to be contacted by Dialogic are entered into the system.

11. Acceptance Criteria:

    This drill is satisfactory when the positions identified in PLP-007, Robinson Emergency Plan, Table 5.3.2-1 have been filled within the time specified in the Table.

    Transmit the completed records to Records Storage per RDC-NGGC-0001. A copy of test records may be maintained in EP files for the convenience of auditors.

8.2.30 **PUBLIC SAFETY AND MEDIA INFORMATION**

1. Safety Information

   a. During the preparation and review process for the annual distribution of the Safety Information, the EP staff will ensure that an updated list of area schools is provided.

      – This will normally be accomplished by contacting County Emergency Preparedness Directors.

   b. Acceptance Criteria:

      This action will be considered acceptable when the list of area schools has been updated and provided to personnel who are responsible for production of the safety information.

8.2.30 (Continued)

2. Safety Information Quarterly Distribution

   a. During the last month of each calendar quarter Emergency Preparedness personnel will survey the local hotels/motels to ensure they have adequate supplies of literature for transient personnel.

   b. By agreement, inventories should be as follows:

      - Landmark - approximately 150
      - Lakeview Motel - approximately 25
      - Hartsville Motel - approximately 50
      - Missouri Inn - approximately 50
      - Comfort Inn - approximately 75
      - Fairfield Inn - approximately 100

      These numbers are to provide a reasonable inventory based on occupancy rates, maintaining an exact number is not required.

   c. Acceptance Criteria:

      This item will be considered complete and acceptable when the results are documented via memorandum to Emergency Preparedness Management.

3. Media Information (CR 44135)

   a. On an annual basis, the media handbooks used at the Joint Information Center should be reviewed for accuracy and updated.

   b. Acceptance Criteria

      This item will be considered complete and acceptable when the results are documented via memorandum to Emergency Preparedness Management.

8.2.31 **RECORDS**

N/A

8.2.32 **ATTACHMENTS**

8.2.32.1 Certification and Review Form

8.2.32.2 Selective Signaling System Dialing Codes

8.2.32.3 NRC ETS/ESSX/SSS Monthly Telephone Test

8.2.32.4 Siren Out of Service Notifications/Siren Power Supplies

8.2.32.5 ERO Beeper Test Results

8.2.32.6 EOF/TSC/OSC/JIC/REMOTE FACILITY INVENTORY

8.2.32.7 Emergency Facility/Equipment Check Guidance

8.2.32.8 Quarterly Offsite Selective Signaling Phone Check

8.2.32.9 Siren Adequacy Review

ATTACHMENT 8.2.32.1
Page 1 of 1

CERTIFICATION AND REVIEW FORM

Test Performed: _____ Work Order No. _____

_____

_____

Scheduled/Unscheduled (Circle one)

(If unscheduled, state reason for test _____

_____

_____

	Initials	Name (Print)	Date
Test Performed by	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____

Test Complete: Date _____ Time _____

Test Satisfactory: Yes / No (Circle one)

Comments: (Required if results were unsatisfactory, including determination of follow up actions necessary for example increased test frequency, AR, WR)_____

_____

_____

_____

_____

Approved by: _____ Date _____
Supervisor - Emergency Preparedness

ATTACHMENT 8.2.32.2
Page 1 of 1

SELECTIVE SIGNALING SYSTEM DIALING CODES

Location	Individual Phone Code	Group Dialing Code			
		A1	A2	A3	A4
Control Room	42				X
Work Control Center	43				X
TSC	44				X
EOF State/County Communicator	45				X
Simulator	46				X
EOF Emergency Response Manager	47				
State Backup Warning Point	32	X	X		
Lee County Warning Point	34	X	X		
Darlington County Warning Point	36	X	X		
Chesterfield County Warning Point	38	X	X		
State Warning Point	50	X		X	
State EOC #1	51	X		X	
State EOC #2	51	X		X	
Lee County EOC #1	54	X		X	
Lee County EOC #2	55	X		X	
Darlington County EOC #1	56	X		X	
Darlington County EOC #2	57	X		X	
Chesterfield County EOC #1	58	X		X	
Chesterfield County EOC #2	59	X		X	

ATTACHMENT 8.2.32.3
Page 1 of 1

NRC ETS/ESSX/SSS MONTHLY PHONE TEST

NOTE: A single line instrument is required to test OCL and ERDS.

Location/Circuit	Time/Date	Person Contacted	***Results
EOF, Rm 434			
ETS (857-5066) (ENS)			
ETS (857-5069) (HPN))			
ETS (857-5066) (ENS)			
ETS (857-5063) (RSCL)			
ESSX (383-3680)			
ESSX (383-3681)			
SSS (45)			
SSS (47)			
EOF, Rm 435			
ETS (857-5068) (PMCL)			
ADMIN Building, NRC Office			
ETS (857-5066) (ENS)			
EOF, Rm 412			
ETS (857-5069) (HPN)			
ETS (857-5064) (MCL)			
ETS (857-5067) (OCL)**			
TSC, Rm 421			
ETS (857-5069) (HPN)			
ETS (857-5064) (MCL)			
TSC, Rm 422			
ETS (857-5063) (RSCL)			
SC, Rm 424			
ETS (857-5068) (PMCL)			
TSC, Rm 425			
ETS (857-5066) (ENS)			
ETS (857-5069) (HPN)			
ETS (857-5066) ENS)			
ESSX (383-3682)			
ESSX (383-3683)			
SSS (44)			
ERFIS COMPUTER Rm 426			
ERDS (857-5065)*			
CONTROL ROOM			
ESSX (383-3684)			
ESSX (383-3685)			
SSS (42)			
SIMULATOR			
SSS (46)			
OSC			
ESSX (383-3686)			
ESSX (383-3687)			
WORK CONTROL CENTER			
SSS (43)			

* Plug into jack in the back of computer cabinet and listen for dial tone.
**Plug another ETS phone into the OCL jack (bottom jack near door by other ETS phones, labeled "OCL") and test similar to other phone circuits.
*** Satisfactory results are defined in step 8.2.7.5

ATTACHMENT 8.2.32.4
Page 1 of 2

SIREN OUT OF SERVICE NOTIFICATIONS

Date	Notification	Name	Time	Siren(s)	County	IN/OUT Service	Initial
	Noted By Telecom County Control Rm					IN/OUT (Circle)	
	Noted By Telecom County Control Rm					IN/OUT (Circle)	
	Noted By Telecom County Control Rm					IN/OUT (Circle)	
	Noted By Telecom County Control Rm					IN/OUT (Circle)	
	Noted By Telecom County Control Rm					IN/OUT (Circle)	
	Noted By Telecom County Control Rm					IN/OUT (Circle)	

SIREN POWER SUPPLIES

Darlington County

Site	Feeder	Substation	Site	Feeder	Substation
7	Pee Dee Coop	Hartsville	30	Kellytown	Segars
8	Pee Dee Coop	Hartsville	31	West Carolina	Segars
12	Pee Dee Coop	Sandhills	32	Tenth Street	Hartsville
13	Pee Dee Coop	Hartsville	33	Prestwood	Hartsville
14	Club Colony	Segars	34	Byrdtown	Hartsville
18	Pee Dee Coop	Beaver Dam	36	West Carolina	Segars
19	Club Colony	Segars	37	West Carolina	Segars
20	Pee Dee Coop	Hartsville	38	Lydia	Hartsville (115KV)
21	Pee Dee Coop	Hartsville	39	Pee Dee Coop	Pee Dee Coop
22	Pee Dee Coop	Beaver Dam	41	West Carolina	Segars
23	Kellytown	Segars	42	West Carolina	Segars
24	Pee Dee Coop	Beaver Dam	43	West Carolina	Segars
25	Pee Dee Coop	Seagers	44	Lydia	Hartsville (115KV)
26	Club Colony	Segars			
27	Club Colony	Segars			

Chesterfield County

Site	Feeder	Substation	Site	Feeder	Substation
1	McBee (12KV)	Bethune	10	Pineridge	Segars
2	Pee Dee Coop	Sandhills	11	Pineridge	Segars
3	Pee Dee Coop	Sandhills	15	Pee Dee Coop	Beaver Dam
4	Pee Dee Coop	Teal	16	Pee Dee Coop	Beaver Dam
5	McBee (12KV)	Bethune	17	Pineridge	Segars
6	Pee Dee Coop	Sandhills	45	McBee (12KV)	Bethune
9	McBee (12KV)	Bethune			

Lee County

Site	Feeder	Substation
28	Kellytown	Segars
29	Kellytown	Segars
35	Church Street	Bishopville
40	Church Street	Bishopville

ERO BEEPER TEST RESULTS

NOTE: Report any beeper malfunctions to Emergency Preparedness for repair and/or replacement.

DATE OF DRILL: _____

RESPONDER'S NAME	ERO POSITION	TIME RECEIVED	DUPLICATE YES/NO	ETA FACILITY	REMARKS

Reviewed by: _____

ROUTE TO EMERGENCY PREPAREDNESS WITHIN TWO (2) WORKING DAYS OF TEST

ATTACHMENT 8.2.32.6
Page 1 of 1

EOF/TSC/OSC/JIC/REMOTE FACILITY INVENTORY

	EOF	TSC	OSC	JIC	TSC Rm 422	TSC Rm 420	Remote
Clerical supplies - Pens, Markers, Paper, etc. (Ensure adequate supply is available, there is no suggested quantity.)	( )	( )	( )	( )	( )	( )	( )
First Aid Kit (1)	( )	( )		( )			( )
Radar Lights (3)	( )	( )					( )
Facility - Emergency Procedures: EOF = 10 TSC = 7 OSC = 3 JIC = 4	( )	( )	( )	( )			( )
Full Set - Emergency Procedures (1 full set per facility, for TSC/EOF/Remote include SAMG procedures)	( ) ( )	( ) ( )	( )	( )			( )
Set - State Emergency Procedures (SCORERP) (only 1 set located in the EOF)	( )						( )
Telephones: Rm 422 = 8; Rm 420 = 2; Remote					( )	( )	( )
Cleanliness = Check facilities for trash, wall charts clean, and general overview of neatness.	( )	( )	( )	( )	( )	( )	( )
Copier, fax, and printer ink/toner cartridges				( )			( )

Satisfactory (√) / Comment (*)
Comments: _____

NOTE: Less than the suggested quantity does not make the EOF/TSC/OSC/JICREMOTE FACILITY Inventory unsatisfactory provided replacements are being obtained.

Completed by _____ _____
Signature Date

ATTACHMENT 8.2.32.7
Page 1 of 1

EMERGENCY FACILITY / EQUIPMENT CHECK GUIDANCE

TSC tour

Check general cleanliness and order.
Boards/panels clean.
Computer terminals operational.
Clocks operational
Verify radio station license current (Local Government Radio) (CR 25282)

EOF tour

Check general cleanliness and order.
Boards/panels clean.
Computer terminals operational.
Clocks operational.
Siren computer alarms clear. Log on computer and verify correct time between terminal and RTUs.
Verify radio station licenses current (Local Government Radio, Enmon) (CR 25282)

Equipment Room check (AB-1 key)

Check general cleanliness and order.
R-38 operating, (The HPs own the equipment. This is for information only.)
Check ventilation dampers closed. (Normal position)
Building exhaust fan running. (courtesy check)
ENMON Boxes (2) and HP cabinet (1) seals intact.

PBX room tour

Check general cleanliness and order.
Check operation of Dialogic Computer. (Check 1777 phone line pick up and transfer. Also check 1003 pick up)
Check for room integrity.

General building walkdown

Check for work that would affect the integrity of the building.

ATTACHMENT 8.2.32.8
Page 1 of 1

QUARTERLY OFFSITE SELECTIVE SIGNALING PHONE CHECK

Location/Circuit	Time/Date	Person Contacted	*Results
STATE SSS			
State Back Up Warning Point (32)			
State Warning Point (50)			
State EOC 1 (51)			
State EOC 2 (51)			
LEE COUNTY SSS			
Warning Point (34)			
Directors Office (54)			
Lee County EOC (55)			
CHESTERFIELD COUNTY SSS			
Warning Point (38)			
Office area (58)			
Chesterfield County EOC (59)			
DARLINGTON COUNTY SSS			
Warning Point (36)			
Darlington County EOC (56)			
Darlington County EOC Office (57)			

* Satisfactory results are defined in step 8.2.7.5

SIREN ADEQUACY REVIEW
Northeast Quadrant

Each zone should be inspected for population density increases, industrial additions, permanent large noise sources which could increase ambient sound levels. Back ground noise sources should be compared to previous reports for comparison.

REGION	INT	BACKGROUND NOISE SOURCE
R3		
R4		
R5		
R6		
R7		
R8		
R9		
R10		
R11		
R12		
R13		
R14		
R15		
R16		
R17		
R18		
R19		
R20		
R21		
R22		

SIREN ADEQUACY REVIEW
Southeast Quadrant

Each zone should be inspected for population density increases, industrial additions, permanent large noise sources which could increase ambient sound levels. Back ground noise sources should be compared to previous reports for comparison.

REGION	INT	BACKGROUND NOISE SOURCE
R1		
R2		
R23		
R24		
R25		
R26		
R27		
R28		
R29		
R30		
R31		
R44		
R45		
R46		
R47		
R48		
R49		
R50		
R51		
R52		
R63		

SIREN ADEQUACY REVIEW
Southwest Quadrant

Each zone should be inspected for population density increases, industrial additions, permanent large noise sources which could increase ambient sound levels. Back ground noise sources should be compared to previous reports for comparison.

REGION	INT	BACKGROUND NOISE SOURCE
R32		
R33		
R34		
R35		
R36		
R37		
R38		
R39		
R40		
R41		
R42		
R43		
R56		
R57		
R58		

SIREN ADEQUACY REVIEW
Northwest Quadrant

Each zone should be inspected for population density increases, industrial additions, permanent large noise sources which could increase ambient sound levels. Back ground noise sources should be compared to previous reports for comparison.

REGION	INT	BACKGROUND NOISE SOURCE
R53		
R54		
R55		
R59		
R60		
R61		
R62		
R64		
R65		

SIREN ADEQUACY REVIEW

I have reviewed the survey data and discussed population changes with the H.B. Robinson Emergency Preparedness staff. I have also reviewed applicable county records or discussed with the appropriated individuals concerning population changes and industrial changes within my county.

I have / do not have siren coverage areas that warrant further study.

_____/_____
County EP Director Chesterfield County

I have / do not have siren coverage areas that warrant further study.

_____/_____
County EP Director Darlington County

I have / do not have siren coverage areas that warrant further study.

_____/_____
County EP Director Lee County

Progress Energy

R
Reference
Use

H. B. ROBINSON STEAM ELECTRIC PLANT, UNIT NO. 2

PLANT OPERATING MANUAL

VOLUME 2

PART 5

EPNOT-01

CR/EOF EMERGENCY COMMUNICATOR

REVISION 12

SUMMARY OF CHANGES

PRR 88024

STEP #	REVISION COMMENTS
Entire Procedure	Converted to WORD 2000
Attachment 8.1.5.6	Step 1.0.3.2 – Changed reference to 8.2.30.2 to 8.2.32.2

TABLE OF CONTENTS

CR EMERGENCY NOTIFICATIONS QUICK START GUIDE

NOTE: Blanks are provided for place keeping √'s only, logs are the official record. This is a summary level guide and does not replace the procedure steps.

Equipment	Equipment	Copies:
Fax Machine	EP Procedures	8.1.5.1 (ENF and roll call form)
ERO Phonebook	CR SSO Terminal	8.1.5.2 (Communications Checklist)
Dialogic Password Card	Selective Signaling	8.1.5.3 (Communications Log)
NRC ETS Phone		8.1.5.4 (Dialogic)
CR Beeper		8.1.5.12 (Event Notification Worksheet)

1. Log on to an EDS terminal, If not operable then use manual Emergency Notification form and fax by hand. _____
   F3 → EP Functions → Login (as CRSS and name) → Declare Event

2. Complete EP Notification Form (Attachment 8.1.5.1)* _____
   Primary Notification Process
   - Fax to off site agencies by clicking on "FAX" on the form.
   - Contact State and County agencies on Selective Signaling (Dial A1)
   - Press to Talk

   Alternate Notification Process
   - Use Teleconference Method (Attachment 8.1.5.7)
   - Use ESSX phones(Attachment 8.1.5.6)
   - Call Roll → Read Message and Authenticate if required

3. ERO Callout:* _____
   - Complete form (Attachment 8.1.5.4)
   - SSO/SEC approval

   Dialogic not functional? → Manual beeper initiation (Attachment 8.1.5.11)
   → Contact non-beeper staff using NREC instructions in the ERO phonebook

4. Notify resident NRC inspector(s). _____

5. NRC Notification per EPNOT-04 _____

6. Alert or above? Notify ANI and INPO within 2 hours. _____

7. Terminate Beeper Callouts with 0*0*0 _____

* These items may be performed in parallel or by multiple personnel to expedite notifications.

EOF EMERGENCY COMMUNICATOR QUICK START GUIDE

NOTE: Blanks are provided for place keeping √'s only, logs are the official record. This is a summary level guide and does not replace the procedure steps.

1. Check equipment operable. _____
2. Log on to EDS. _____
3. Declare an event. (First Notification Only) _____
4. Receive turnover from Control Room staff. _____
5.* Complete the Emergency Notification Form. _____
6. Obtain ERM approval. _____
7. Transmit to State and Counties. _____
8. Refer to procedure. _____

* These items may be performed in parallel or by multiple personnel to expedite notifications.

8.1.1 PURPOSE

1. Direct the activities of the Control Room and EOF Emergency Communicator.

8.1.2 RESPONSIBILITIES

1. The CR Emergency Communicator's responsibilities are:

   a. Overall coordination of communications to ensure that required notifications are made per requirements of this procedure until relieved by another qualified individual.

   b. Ensure that appropriate ERO staff is augmented via Dialogic or other means.

      - Dialogic may be initiated by any individual trained on the operation of the system.

2. The EOF Emergency Communicator's responsibilities are:

   a. Overall coordination of communications to ensure that required notifications are made per requirements of this procedure until relieved by another qualified individual.

   b. Keep the ERM and EOF staff informed of communications activities and needs of the communications staff.

8.1.3 INSTRUCTIONS

1. Staff the Emergency Communicator function as follows:

   a. Control Room

      - 1 Emergency Communicator;

      - **IF** ERFIS is OOS, **THEN** assign 1 person for SPDS data communication. Attachment 8.1.5.5.

8.1.3.1 (Continued)

b. EOF

- 1 Emergency Communicator;
- 1 State/County Emergency Communicator;
- 1 Public Information Emergency Communicator;

c. TSC

- 1 NRC Emergency Communicator;
- IF ERFIS is OOS, **THEN** assign 1 person for SPDS data communication. Attachment 8.1.5.5.

d. Practice

- As desired, use appropriate Attachment, 8.1.5.9, Control Room Practice Scenario Use or 8.1.5.10, Simulator Dialogic Scenario Use for Control Room or Simulator.

2. If the Electronic Display System (EDS) is not operable:

a. Complete emergency notification forms manually and fax forms using a stand alone fax machine.

- Manual log and notification forms are included as Attachments 8.1.5.1, Emergency Notification Form and Instructions and 8.1.5.3, Communications Log.
- SPDS sheets are in Attachment 8.1.5.5

8.1.3 (Continued)

3. If EDS is operable, log on to the system.

   a. Control Room staff should use the Control Room Shift Supervisor (CRSS) position login for appropriate access to forms and approval authority.

4. For first notification only, declare an event on EDS.

NOTE:	If there are any means practical, notification of offsite agencies and the ERO should be performed simultaneously.

5. Complete the Emergency Notification Form.

   a. Instructions for completing the manual form are included as an Attachment 8.1.5.1 to this procedure.

   b. For electronic forms, avoid placing the cursor in the approval section of the form prior to actual approval of the form. Premature approval will not allow any SEC/ERM comments to be incorporated without clearing the entire form.

   c. An optional checklist for required notification is available as Attachment 8.1.5.2, Communications Checklist.

6. If time allows, during SEC/ERM notification form approval, begin working on completing information required to initiate Dialogic.

   a. Dialogic initiation forms are included as Attachment 8.1.5.4, Automated ERO Notification Form (Dialogic).

   b. During EP supervised drills, Dialogic use will be specified. The ERO may be activated either by scenario, number 3333, or manual beeper initiation. (Attachment 8.1.5.11)

7. Obtain SEC/ERM approval for information on the emergency notification form and fax to offsite agencies.

8. Transmit notification form to offsite agencies:

   a. Use Selective Signaling System, or

      - Dial A1 on Selective Signaling phone to simultaneously conference all parties.

      - The press-to-talk bar must be depressed for other personnel to hear your voice.

      - The external speaker is active for the first 10 seconds after a call is placed. Any sounds or conversation will be transmitted over the external speaker to offsite phones.

   b. Northern Telecommunications (Meridian) or ESSX phone system.

      - Instructions for use of the Northern Telecommunications phone are included as Attachment 8.1.5.7, Back-up method for TeleConferencing With State and County Warning Points (WPs).

      - Emergency communications protocols and instructions as well as ESSX instructions are provided as Attachments 8.1.5.6, Emergency Communications Equipment Instructions/Protocol and 8.1.5.8, ESSX Telephone Service Off-Site Communications System.

8.1.3.8 (Continued)

c. Notifications are required within:

- 15 minutes of an initial classification, or
- 30-60 minutes for a follow up notification.

d. Document time of first voice contact is made after Notification Form approval.

e. Conduct a roll call by agency to determine locations on line. Place a check next to locations contacted (items A 1-4) on page 2 of the Notification Form (Attachment 8.1.5.1).

- Roll call is to determine that at least one representative from each agency is on line.

f. Review the Notification Form with offsite agencies and answer questions.

g. Enter names, titles, times, and date of personnel on line (items C 1-4). This time will be the "start" time for the follow up notification.

9. The Control Room Staff will augment the Emergency Response Organization, as appropriate, by:

a. The assigned person will obtain a copy of Attachment 8.1.5.4, Automated ERO Notification Form (Dialogic) to initiate the system.

b. Enter the current date and time on the form.

8.1.3.9 (Continued)

c. Check the box next to the appropriate scenario using information obtained from the SEC/ERM or designee.

- For training not associated with ERO training exercises, use ONLY scenario 3334 or 3335 as these will only activate the Control Room or Simulator beeper respectively.
- For ERO training exercises use the method specified by Controller/Evaluator staff
  * Scenario 3333 may be used to call out ERO personnel for training exercises (drills).
- Use of the Manual Initiation of the ERO Beepers attachment will initiate ALL ERO beepers.

d. Choose the appropriate event code (numbers displayed in the group call beepers) using information obtained from the SSO/SEC or designee.

e. Enter the event code in the spaces provided below the description of the choices.

f. Dialogic will fax an execution report to the Control Room FAX machine. Include this report with all information sent to the EP Staff.

g. If the beepers were not activated due to Dialogic System failure;

- Manually initiate the beepers, per Attachment 8.1.5.11, Manual Initiation of the ERO Beepers, and
- Augment the non-beeper staff using the Control Room instructions for contacting NREC "A" in the ERO phonebook.

8.1.3 (Continued)

10. The Dialogic System should not be initiated a second time if ERO call out has already been initiated.

    a. Escalation of the emergency classification after initial callout should be announced via manual beeper initiation. See manual activation Attachment 8.1.5.11, Manual Initiation of the ERO Beepers.

11. Immediately upon completion of State and County notifications and within 60 minutes of declaration of the emergency, notify the NRC.

    a. Forms are included as Attachment 8.1.5.12, Event Notification Worksheet.

    b. Use ETS (primary) or Meridian phone for notification.

    c. Additional information is available in EPNOT-04, TSC NRC Emergency Communicator.

12. ERO augmentation or spurious activations may be terminated by manually initiating the beepers with a 0*0*0 code.

8.1.3 (Continued)

13. Make follow up notifications to the State and County agencies:

    a. Follow up notifications are required:

        - Every 30 - 60 minutes, or

        - For any event which could increase or decrease public safety or affect protective action recommendations. Examples include fires, bomb threats, changes in release rate greater than 15% of previously reported value, site evacuations, entry into recovery operations, etc.

14. **IF** the classification is Alert or higher, **THEN** make notifications to American Nuclear Insurers (ANI) and the Institute of Nuclear Power Operations (INPO).

    a. Notifications are required within 2 hours.

    b. Off site phone numbers are available in the ERO phone book.

15. Obtain responses for questions from offsite agencies.

    a. Information not contained on status boards or concerning future status of the plant must be approved by the SEC/ERM or ERM depending on facility activation status.

16. If the TSC and EOF are activating, perform a turnover with NRC and EOF Emergency Communicators.

    a. Ensure completion times of the last notification (i.e., the Emergency Notification Form) are available, via fax or electronic means, for the EOF Communications Staff.

17. Upon event termination, ensure notification of off site agencies which have activated.

18. Inform the Information Technology group of system use (on next business day if weekend, holiday or nightshift) so the databases may be cleared. This maintains the system ready for the next use. This notification may be accomplished via e-mail or telephone.

8.1.4 RECORDS

There are no records generated as a result of this procedure's performance.

8.1.5 ATTACHMENTS

8.1.5.1 Emergency Notification Form

8.1.5.2 Communications Checklist

8.1.5.3 Communications Log

8.1.5.4 Automated ERO Notification Form (Dialogic)

8.1.5.5 Safety Parameter Display System/Plant Status Data Sheet

8.1.5.6 Emergency Communications Equipment Instructions Operating Protocol

8.1.5.7 Back-up Method for TeleConferencing With State and County Warning Points (WP)

8.1.5.8 ESSX Telephone Service Off-Site Communications System

8.1.5.9 Control Room Practical Scenario Use

8.1.5.10 Simulator Dialogic Scenario Use

8.1.5.11 Manual Initiation of the ERO Pagers

8.1.5.12 Event Notification Worksheet

ATTACHMENT 8.1.5.1
Page 1 of 7

MESSAGE NUMBER _____

EMERGENCY NOTIFICATION FORM

1. [A] THIS IS A DRILL [B] ACTUAL EMERGENCY [ ] INITIAL [ ] FOLLOW-UP*

2 SITE H B ROBINSON UNIT. 2 REPORTED BY. _____

3 TRANSMITTAL TIME/DATE _____ (Eastern) ___/___/___ mm dd yy CONFIRMATION PHONE NO _____

4 AUTHENTICATION (If Required) _____ (No.) _____ (Code)

5 EMERGENCY CLASSIFICATION:
[A] NOTIFICATION OF UNUSUAL EVENT [B] ALERT [C] SITE AREA EMERGENCY [D] GENERAL EMERGENCY

6 [A] EMERGENCY DECLARATION AT [B] TERMINATION AT TIME/DATE: _____ (Eastern) ___/___/___ mm dd yy (If B, go to number 16)

7. EMERGENCY DESCRIPTION /REMARKS _____

8 PLANT CONDITION [A] IMPROVING [B] STABLE [C] DEGRADING

9 REACTOR STATUS [A] SHUTDOWN TIME/DATE* _____ (Eastern) ___/___/___ mm dd yy [B] ____% POWER

10. EMERGENCY RELEASE(S) [A] NONE (Go to Item 14) [B] POTENTIAL (Go to Item 14)
[C] IS OCCURRING [D] HAS OCCURRED

**11 TYPE OF RELEASE: [A] ELEVATED [B] GROUND LEVEL

[A] AIRBORNE: STARTED _____ (Eastern Time) ___/___/___ mm dd yy STOPPED _____ (Eastern Time) ___/___/___ mm dd yy

[B] LIQUID STARTED _____ (Eastern Time) ___/___/___ mm dd yy STOPPED _____ (Eastern Time) ___/___/___ mm dd yy

**12. RELEASE MAGNITUDE [A] CURIES/SEC. [B] CURIES NORMAL OPER LIMITS [C] BELOW [D] ABOVE

[A] NOBLE GASES _____ [B] IODINES _____

[C] PARTICULATES _____ [D] OTHER _____

**13 ESTIMATE OF PROJECTED OFF-SITE DOSE [ ] NEW [ ] UNCHANGED

	TEDE mrem	Thyroid CDE mrem
SITE BOUNDARY	_____	_____
2 MILES	_____	_____
5 MILES	_____	_____
10 MILES	_____	_____

PROJECTION TIME _____ (Eastern)

ESTIMATED DURATION _____ HRS

**14. METEOROLOGICAL DATA* [A] WIND DIRECTION (from) _____ [B] SPEED (mph) _____
[C] STABILITY CLASS _____ [D] PRECIPITATION (type) _____

15 RECOMMENDED PROTECTIVE ACTIONS
[A] NO RECOMMENDED PROTECTIVE ACTIONS [B] EVACUATE _____
[C] SHELTER IN-PLACE _____ [D] OTHER _____

16 APPROVED BY. _____ (Name) _____ (Title) TIME/DATE. _____ (Eastern) ___/___/___ mm dd yy

* If items 8-14 have not changed, only items 1-7 and 15-16 are required to be completed.
** Information may not be available on initial notifications

MESSAGE NUMBER _____

EMERGENCY NOTIFICATION FORM

PERSONS AND AGENCIES ALERTED

TIME FIRST VOICE CONTACT IS MADE AFTER ENF APPROVAL: _____

A) Perform roll call.

1. State of South Carolina — Warning Point _____: Backup Warning Point _____:
2. Darlington County — Warning Point _____: EOC _____:
3. Lee County — Warning Point _____: EOC _____:
4. Chesterfield County — Warning Point _____: EOC _____:

B) Read the Emergency Notification Form. (ENF)

C) After the ENF is read, record name, title, and time.

1. State of South Carolina

Name	Title	Date	Time*
		/	
		/	

2. Darlington County

Name	Title	Date	Time*
		/	
		/	

3. Lee County

Name	Title	Date	Time*
		/	
		/	

4. Chesterfield County

Name	Title	Date	Time*
		/	
		/	

5. Nuclear Regulatory Commission (via ETS or Bell Phone)

Name	Title	Date	Time
		/	

6. NRC Resident Inspector

Name	Title	Date	Time
		/	

* This time will indicate final voice contact, the last time listed will become "start time" for subsequent follow up notifications.

EMERGENCY NOTIFICATION FORM

INSTRUCTIONS FOR COMPLETION

Initial notifications are to be made in 15 minutes. Follow-up notifications are required within 30 - 60 minutes.

All efforts should be expended to obtain information required for the Emergency Notification Form. However, in instances where information is not available or known incorrect at the time a message is due, "to be provided" should be placed in the appropriate blank(s). If an upgrade in classification occurs when the follow-up message is due, then "upgraded ENF forthcoming" should be annotated in the description. This information is to be promptly retrieved or corrected and transmitted to the State and County agencies as soon as it is available.

Messages should include an up-to-date description of what is happening at the plant within the constraints of timely notifications. To ensure messages contain adequate and accurate information about current plant conditions, messages should be developed as promptly as possible and, if time permits, reviewed by the State/County Communicator prior to approval. This review will also allow the State/County Communicator a better understanding of the message and therefore should result in a more successful transmission. It may be necessary to determine a "cut off time" for new message information so that these reviews can be made.

Item	Instructions
Message #	The message number is consecutive from the initial notification to the termination message. It does not begin again at 1 for any reason during the course of an emergency event.
1.	To protect the health and safety of the public: **IF** this event is **NOT** an actual event, **THEN** indicate **"THIS IS A DRILL"** on the Emergency Notification Form. **IF** this event **IS** an actual event, **THEN** indicate **"ACTUAL EMERGENCY"** on the Emergency Notification Form. All messages other than changes in classification are follow-up.
2.	Verify "H. B. Robinson" and Unit 2 are on the form and the person who will be reading the message to the State and County personnel is the name to be written in the "reported by:" space. Normally this individual will be the State/County Communicator when messages are transmitted from the EOF.

EMERGENCY NOTIFICATION FORM

Item	Instructions
3.	"Transmittal time/date:" Is automatically placed on electronic form. Time of first voice contact with any offsite agency is verified on the phone by roll call and is recorded on the notification form*. Confirmation number is a number that any offsite agency can call to verify the message is authentic. **Ensure the number given is a location where the phone will be answered. DHEC is required to verify the message by their procedure in 15 minutes.** Suggested confirmation numbers depend on the origin of the notification call: Control Room - 843-383-3685 (Shift Tech. Aide's Desk ESSX phone) EOF -843-383-3681 (EOF EC desk ESSX Phone) Simulator - Use the confirmation number established for this purpose. (843-857-5039)
4.	Authentication is not required but the State/County representatives should be asked, "Would anyone like to authenticate this message?" If yes, they will pick a number and you respond with the corresponding word (see the authentication code list in each Communicator binder). Both the number and word are logged on the form or "N/A" if no authentication is required. This information will be entered after the form is initially developed and transmitted to off site agencies.

* The times on the Emergency Notification Form should be in the proper chronological order. Item 6 (declaration time) should be the first time recorded followed by Item 16 (approval time) and the last should be Item 3 (transmittal time). For example Item 6 at 12:00 and Item 16 at 12:10 and Item 3 at 12:14. The first voice contact time should not be documented until an approved form is available.

5.	Mark the classification that is being declared if it is an initial message for that classification, or the same classification as the last notification if it is a follow-up or a termination message. Any plant conditions/events which trigger emergency classifications shall be listed in the Description section (Item 7) but only the highest classification shall be marked.

EMERGENCY NOTIFICATION FORM

Item	Instructions
6.	Emergency declaration or termination is to be marked with the time* the event in Item 5 was declared. This time should not change unless the classification has changed or the event has been terminated. If termination is chosen only Steps 1 through 6 and 16 should be completed.
7.	Emergency description/remarks should contain a short narrative of the event in progress. All three Fission Product Barriers should be addressed; statement should be made of "Intact, Jeopardized, or Breached" This narrative should be in "layman's terms" and not include any slang or acronyms (i.e., ATWS, RCP, WGDT, etc.) commonly used at the plant. This description must be easily understood by individuals without nuclear industry experience.
8.	The appropriate plant condition is to be marked. The Plant Operations Advisor, or the Technical Analysis Manager should be consulted if assistance is needed in making this determination. If there is any doubt about the condition of the plant, mark the status degrading.
9.	If Reactor is shutdown, mark this choice and fill in the time and date of shutdown. If the Reactor is at power, "N/A" the time and date and indicate the current Reactor power.
10.	Mark appropriate block for emergency release. Potential should be marked if, based on plant data, a trend can be observed that will predict when the final barrier to release will be breached and there are no systems capable of mitigating the trend.
11.	Mark appropriate block for type of release. The release location will be determined by the RCM. For multiple release locations, the majority contributor is used for the determination of location. If the release location is unknown, assume a ground level release. If the release is from the stack, mark elevated regardless of wind speed. A release from any location other than the stack is considered a ground level release. Mark if the release is airborne or liquid. Record the start and stop time and date of ACTUAL RELEASE in the spaces provided. If the release is underway, put N/A in the block for time release stopped.

EMERGENCY NOTIFICATION FORM

Item	Instructions
12.	Check the release units as "CURIES." Check the block for "BELOW" or "ABOVE" beside "NORMAL OPER. LIMITS" if the release is below or above the Technical Specifications operating release limits. Enter the release magnitude as Xe^{133} TEDE Equivalent in the "NOBLE GASES" blank and I^{131} CDE Equivalent in the "IODINES" blank. Enter "N/A" in the blanks for "PARTICULATES" and "OTHER." The values for Xe^{133} TEDE Equivalent and I^{131} CDE Equivalent are provided by the Dose Projection Program and may be obtained from the Radiological Control Manager or the person performing the dose projection.
13.	Mark the appropriate box for estimate of projected offsite dose. Mark the new box if this is the first dose projection or if the release/release rate has changed significantly (approximately 15%). Check with the SEC, Plant Operations Director, or the Technical Analysis Manager for an estimate of the release duration. The estimated duration must start from the beginning of the release until the estimated (or actual) end of the release. Use 1 hour if the expected duration of release is not yet available. Complete the dose columns in (mrem) for each distance away from the site. Ensure that units are in mrem, and do not change the units on the form. Enter the time that the dose projection data was collected (check computer output) in the blank for "PROJECTION TIME."
14.	Obtain the required meteorological data from ERFIS, or the National Weather Service Office (see ERO Telephone Book), as available. Ensure the wind direction is "from" if it is obtained from a source other than ERFIS. Stability class is available in the procedure for dose projection (EPRAD-03) if ERFIS is not available.

EMERGENCY NOTIFICATION FORM

Item	Instructions
15.	Mark the appropriate box for the recommended protective action. If evacuate or shelter in place are chosen, list the sectors for which the recommendation is applicable (i.e., A-0, A-1, B-1, etc.). If the General Emergency is declared you can not check "No Recommended Protective Action".
16.	The message is to be signed (approved) by the Site Emergency Coordinator if transmitted from the Control Room or TSC, or by the Emergency Response Manager if transmitted from the EOF. This approval* must be obtained prior to transmitting the notification to the State and County agencies. Any changes made between this signature and the release of the message must be initialed/approved by the SEC or ERM.

NOTES: (at bottom)	If Items 8 through 14 (Plant Condition and Dose Projection Information) have not changed, then only Items 1 through 7 along with 15 and 16 are required to be completed on subsequent notifications. For initial notifications if the information in Items 11 through 14 is not available, it may be so noted on the form by writing "to be provided".

* The times on the Emergency Notification Form should be in the proper chronological order. Item 6 (Declaration Time) should be the first time recorded followed by Item 16 (Approval Time) and the last should be Item 3 (Transmittal Time). For example Item 6 at 12:00 and Item 16 at 12:10 and Item 3 at 12:14. The first voice contact time should not be documented until an approved form is available.

ATTACHMENT 8.1.5.2
Page 1 of 1

COMMUNICATIONS CHECKLIST

Event Classification:

___ Unusual Event ___ Alert ___ Site Area Emergency ___ General Emergency

Required Emergency Notifications

Time Declared	Maximum Contact Time (Min.)	Notif. Due By	Notif. Complete	Follow-up Due w/in	Agency	Phone/ Backup
_____	+ 15 = ASAP and no greater than 15	_____	_____ State _____ Darling _____ Lee _____ Chester	30-60 minutes	Counties WP & EOC State Warning Point & Backup Warning Point	Sel. Sig. A1 (See ERO Phone Book for back-up numbers)
_____	+ 60 = ASAP and no greater than 60	_____	_____	As needed	NRC	ETS See sticker or Emergency Response Phone Book

Recommended Emergency Notifications

Time Declared	Contact Time (Min.)	Notif. Due By	Notif. Complete	Follow-up Due w/in	Agency	Phone/ Backup
_____	+ 60 =	_____	_____	As Needed	NRC Site Inspector	See Emergency Response Phone Book
Following applicable to ALERT or higher classification only						
_____	+ 120 =	_____	_____	As Needed	ANI	See Emergency Response Phone Book
_____	+ 120 =	_____	_____	As Needed	INPO	See Emergency Response Phone Book

Instructions: This form may be used for each change in event classification.

ATTACHMENT 8.1.5.3
Page 1 of 1

COMMUNICATIONS LOG

Location: _____ Device: _____

Date: _____

Time		User Initials	Party Contacted	Remarks (include data transmitted and decisions or recommendations made)
Start	End			

AUTOMATED ERO NOTIFICATION FORM (DIALOGIC)

Date: _____ Time: _____

Check Choice	Scenario Number	Description	Run Time
☐	30	Beeper Failure	45
☐	31	GE approach - west	45
☐	32	GE approach - east	45
☐	33	GE approach - south	45
☐	34	GE approach - north	45
☐	35	GE no approach inst.	45
☐	36	Site Area Emergency	45
☐	37	Alert	45
☐	38	UE with facility act.	45
☐	39	UE no facility act.	15
☐	42	Remote Facility Activation	45
☐	3332	Pager system test (all pagers)	05
☐	3333	Training Exercise Scenario	75
☐	3334	Ops Practice Scenario	10
☐	3335	Sim. Dialogic Scenario	05

EVENT CODES (DISPLAYED ON GROUP CALL PAGER)

CLASSIFICATION	FACILITY	INFORMATION
0 = none	0 = none	0 = test
1 = U.E.	1 = all	1 = call 857-1777
2 = Alert	2 = alternate	2 = call 857-1778
3 = S.A.E.	3 = Remote	3 = Real
4 = G.E.		4 = Drill/Exercise

Code chosen: _____ * _____ * _____
(Enter No.) (star) (Enter No.) (star) (Enter No.)

Approved by: _____
SEC/ERM

Time Dialogic was activated _____ by _____ (initials).
(Time)

ATTACHMENT 8.1.5.5
Page 1 of 1

SAFETY PARAMETER DISPLAY SYSTEM/PLANT STATUS DATA SHEET

EMERGENCY CLASSIFICATION (CIRCLE)
UNUSUAL EVENT SITE AREA EMERGENCY
ALERT GENERAL EMERGENCY

Date/Time: _____/_____

Completed By. _____

ENVIRONMENTAL SYSTEMS

GROUND WIND SPEED (MPH) _
ELEVATED WIND SPEED (MPH) _
GROUND WIND DIR (° FROM) _
ELEVATED WIND DIR. (° FROM) _
AIR TEMPERATURE (°F) _
STABILITY CLASS _

AREA RADIATION MONITORS

R-1 CONTROL ROOM (mrem/HR) _
R-2 CONT. AREA (mrem/HR) _
R-3 PASS PANEL AREA (mrem/HR) _
R-4 CHG PUMP RM (mrem/HR) _
R-5 SPENT FUEL PIT (mrem/HR) _
R-6 SAMPLING ROOM (mrem/HR) _
R-7 IN-CORE INST (mrem/HR) _
R-8 DRUM RM (mrem/HR) _
R-9 FAILED FUEL (mrem/HR) _
R-33 MON BLDG (mrem/HR) _

PROCESS RADIATION MONITORS

R-11 CV VENT PART. (CPM) _
R-12 CV VENT GAS (CPM) _
R-14A "P" PLT VNT (CPM) _
R-14B "I" PLT VNT (CPM) _
R-14C "NG" PLT VNT (CPM) _
R-15 COND. AIR EJEC (CPM) _
R-16 CV FAN CW (CPM) _
R-17 COMP. CW (CPM) _
R-18 WASTE DISPOSAL (CPM) _
R-19A S/G A BLOWDOWN (CPM) _
R-19B S/G B BLOWDOWN (CPM) _
R-19C S/G C BLOWDOWN (CPM) _
R-20 FUEL HDLG BASE (CPM) _
R-21 FUEL HDLG UPPER (CPM) _

ACCIDENT RADIATION MONITORS

R-30 F H BASE HI RG (mrem/HR) _
R-31A "A" MN STM (mrem/HR) _
R-31B "B" MN STM (mrem/HR) _
R-31C "C" MN STM (mrem/HR) _
R-32A CV HI RG (REM/HR) _
R-32B CV HI RG (REM/HR) _
R-14D PLT VNT GAS (MID) (CPM) _
R-14E PLT VNT GAS (HI) (CPM) _
R-37 CONDENSATE POLISHER (CPM) _

CONTAINMENT STATUS

PRESSURE (PSIG) ___
TEMPERATURE (°F) ___
HYDROGEN CONC (%) ___
SUMP LEVEL (INCHES) ___
RWST LEVEL (%) ___

PRIMARY SYSTEM

RCS PRESSURE (PSIG) ___
PZR LEVEL (%) ___
TAVE (°F) ___
LOOP A TH (°F) ___
TC (°F) ___
ΔT (°F) ___
LOOP B TH (°F) ___
TC (°F) ___
ΔT (°F) ___
LOOP C TH (°F) ___
TC (°F) ___
ΔT (°F) ___
SUBCOOLING (°F) ___
CHARGING FLOW (GPM) ___
LETDOWN FLOW (GPM) ___
REACTOR POWER (%) ___
ACTIVITY:
GROSS (Uci/mi) ___
I^{131} (Uci/mi) ___
AVG 5 HOTTEST T/Cs (°F) ___
BORON CONC (PPM) ___

SECONDARY SYSTEM

S/G A
LEV -WR(%) _____ NR(%) __
PRESS (PSIG) ___
FEED (MPPH) ___
STEAM (MPPH) ___
ACT. (Uci/ml) ___
S/G B
LEV.-WR(%) _____ NR(%) __
PRESS (PSIG) ___
FEED (MPPH) ___
STEAM (MPPH) ___
ACT. (Uci/mi) ___
S/G C
LEV -WR(%) _____ NR(%) __
PRESS (PSIG) ___
FEED (MPPH) ___
STEAM (MPPH) ___
ACT (Uci/mi) ___

PRI/SEC. LK RT (GPM) ___

ENGINEERED SAFETY FEATURES

SI ACTUATED. TIME ___
RESET TIME ___
CS ACTUATED. TIME ___
RESET TIME ___
CONT. ISO A ACTUATED TIME ___
RESET TIME ___
CONT ISO B ACTUATED TIME ___
RESET. TIME ___
SPRAY ADD TANK LEVEL (%) ___
SI COLD-LEG FLOW (GPM) ___
SI HOT-LEG INJECT START ___

EQUIPMENT STATUS

N = NOT AVAILABLE
A = AVAILABLE (NOT OPERATING)
O = OPERATING
E = ENERGIZED

PRIMARY
RCP A ____ B ____ C ____
CHG PUMP A ____ B ____ C ____
SI PUMP A ____ B ____ C ____
CS PUMP A ____ B ____
RHR PUMP A ____ B ____
HVH 1 ____ 2 ____ 3 ____ 4 ____

SECONDARY
CST LEVEL (%) _____
FEED PUMP A ____ B ____
COND PUMP A ____ B ____
AFW MOTOR A ____ B ____
AFW STEAM _____
MSIV A ____ B ____ C ____

ELECTRICAL
EDG A ____ B ____
DS/DG ___
OFFSITE ___
EMER BUS E1 _____ E2 ___
FROM. OFFSITE _____ D G ___

FANS
HVE 1A _____ 1B ___
HVE 2A _____ 2B ___
HVE 5A _____ 5B ___
HVE 15 _____ 15A ___

LEGEND
OSH = OFF SCALE HIGH
OSL = OFF SCALE LOW
OOS = OUT OF SERVICE
ISOL = ISOLATED

1.0 RNP SELECTIVE SIGNALING SYSTEM

1.0.1 The RNP Selective Signaling System consists of equipment and circuits linking RNP with the offsite agencies involved in initial emergency notifications.

1.0.2 The Control Room, TSC, EOF and the Work Control Center have these phones.

1.0.3 This system can quickly conference the offsite agencies for notifications using the following:

1.0.3.1 Lift the handset, NO dial tone will be heard;

NOTE: Tones will be heard on the handset when the keys are depressed on the key pad. No ringing will be heard.

1.0.3.2 Dial the appropriate number from the listing below for the agencies to be contacted;

TO DIAL	DIALING CODE
All WPs and EOCs	A1
All WPs	A2
All EOCs	A3
All CPL locations	A4
Decision Line	A5

For individual Dialing Codes, see EPPRO-02 "Maintenance and Testing", Attachment 8.2.32.2 "Selective Signaling System Dialing Codes".

NOTE: After dialing the phones being called will ring, flash a red light, and turn on the phone speaker for 10 seconds, or until answered. Do Not talk for the first 10 seconds except to address the people on the line.

1.0.3.3 When people answer, press the "Press to Talk" bar and ask them to hold for a message/drill/test.

1.0.3.4 When people are no longer coming on line, hold a roll call and proceed with the message/drill/test;

1.0.3.5 If a location did not answer or you need to add another party, dial the appropriate dialing code from above that is associated with those agencies.

1.0.3.6 If problems with this system occur during drills, exercises or emergencies, notify the Administrative and Logistics Manager.

1.0.3.7 If problems occur at any other time, notify Telecommunications.

1.0.3.8 If Selective Signaling System is inoperable, use the Northern Telephone System or the Corporate Telephone System as shown on ATTACHMENT 8.1.5.7, Back-up Method for Teleconferencing With State and County Warning Points (WPs).

1.1 RNP EMERGENCY TELEPHONE SYSTEM (NORTHERN TELECOM)

1.1.1 The RNP emergency telephone consists of dedicated lines between facilities at RNP and other CP&L locations. These lines are accessed via a Northern Telecom Meridian private branch exchange (PBX). This system supports the general plant environment as well.

1.1.2 The following are phone features used on the Meridian phones:

1.1.2.1 Volume Control - The adjustment for ringing, headset and speaker volume is accomplished through the rocking switch below the keypad.

1.1.2.2 Line/Feature Buttons - Located to right of keypad and have liquid crystal display (LCD) status indications.

1.1.2.3 KEYPAD - Centrally located to right of handset and used for call placement or feature usage.

1.1.3 The following are feature buttons used on the Meridian phones:

1.1.3.1 HANDSFREE/MUTE - The Handsfree/Mute key is located as the top left button of the Line/Feature button strip. It is used to alternate between full "speaker phone" capability. Receiving calls, press **HANDSFREE/MUTE** and speak. To place a call, press **HANDSFREE/MUTE** and dial number. To suppress microphone during handsfree call, press **HANDSFREE/MUTE**. To reconnect microphone, press **HANDSFREE/MUTE**.

1.1.3.2 TRANSFER - Allows calls to be transferred to another number. Press **TRANSFER**, dial number to transfer to, announce caller if desired, press **TRANSFER**, and hang up. Unannounced transfer is allowed.

1.1.3.3 CONFERENCE CALLS - Up to six parties can be included on one conference. Parties can be a combination of extensions and outside lines. Up to five outside lines. To establish a conference call: Dial first party and establish contact. Press **CONFERENCE**, dial next party, and press **CONFERENCE** to connect all parties. Repeat previous step for each successive party to be added.

1.1.3.4 CALL FORWARD - Call Forward allows incoming calls to be redirected to another phone. To forward your calls, press **FORWARD**, dial forward to number, press **FORWARD**. To cancel forwarding, press **FORWARD**.

1.1.3.5 RING AGAIN - Ring Again allows you to have the system monitor a busy extension or trunk and notify you when it is available to take your call. To activate Ring Again on busy signal, press **RING AGAIN**, press **RLS** or hang up. When target is free you will receive Ring Again tone. To establish call, press **RING AGAIN**. To cancel Ring Again, press **RING AGAIN** before receiving notification (Ring Again) tone.

1.1.3.6 AUTODIAL - This feature allows you to store and retrieve a frequently called number. To store a number, select and press an **AUTODIAL** key, dial number (up to 23 digits), press **AUTODIAL** key again. To place call, select and press **LINE** key, select and press **AUTODIAL** key.

1.1.3.7 LAST NUMBER REDIAL - Allows most recently dialed number to be called again. To operate, select line where number was previously dialed and press **LINE** key twice.

1.1.3.8 HOLD - This button allows you to place a call on hold while you attend to another matter. To operate, press **HOLD**, press RLS or hang up. To retrieve call, press **LINE** key with slow flashing indicator.

1.1.3.9 PROGRAM - The **PROGRAM** key allows you to set seven attributes of the Meridian phone. To set attributes:

A. VOLUME - Press **PROGRAM**, Dial 00, use volume rocker switch to adjust down («) or up (»), press **PROGRAM** to save.

B. CONTRAST ADJUSTMENT - Press **PROGRAM**, Dial 02, use volume rocker switch to adjust lighter («) or darker (»), press **PROGRAM** to save.

C. CALL TIMER - Enables time display of call duration. Press **PROGRAM**, Dial 03, use either side of volume rocker switch to turn on or off, press **PROGRAM**.

D. IDLE SCREEN FORMAT - Eight possible selections. Press **PROGRAM**, Dial 04, use volume rocker switch up («) or down (») to make selection, press **PROGRAM**.

E. KEY CLICK - Enables/Disables audible key click. Press **PROGRAM**, Dial 09, use either side of volume rocker switch to turn on or off, press **PROGRAM**.

NOTE: Two other attributes (LANGUAGE SELECTION and PREDIAL RECALL) are seldom used. To alter these attributes, consult Meridian Quick Reference Card - Display Module.

2.0 CP&L CORPORATE TELEPHONE SYSTEM

2.1 Corporate Telephone System (Voicenet) - Interconnected through the plant PBX, the Corporate Telephone System provides a means to communicate with any other CP&L locations as well as off system locations. The system can use the public switched network or company owned circuits to complete calls.

2.2 Dedicated Telephone System to Load Dispatcher - This system provides links between the Control Room and the load dispatcher. Transmission facilities are microwave radio. These lines appear on several phones in the control room and are selected by pushing the appropriate button on a multi-button phone. The lines are automatically rung at the load dispatcher identifying Robinson as the caller.

3.0 NRC TELEPHONE SYSTEMS

3.1 NRC Emergency Telecommunication System (ETS)- Phones connected to a dedicated independent telephone system route. A 10 digit telephone number must be dialed to access the NRC Operations Center. NRC ETS phones are located in the Control Room, Technical Support Center, Emergency Operations Facility and the NRC Residents Office.

3.2 NRC Health Physics Network (ETS)
The NRC will also use the dedicated telephone system for communications to NRC regional and national offices. Telephones connected to this system are located for access by Health Physics, and NRC personnel.

4.0 RNP EMERGENCY RADIO SYSTEM - consists of commercial two-way radio transceivers that are used for onsite, in plant, offsite environmental monitoring and State of S.C. point to point radio communications. Those radio systems available are:

4.1 Motorola - is the FM two-way radio base station and remote consoles that provides a "Private Line" tone coded squelch. The console includes provisions for tone remote control operation of the private line. Equipment is identified as follows:

4.1.1 Aerotron - Base station located in the EOF Communications Equipment Room 416. Remote radios located in TSC, EOF, and EP staff area. Provides a means to communicate with the Counties and State of South Carolina.

4.1.2 Motorola GTX mobile radio -is a compact remote control console located in the EOF. This console provides point to point communications for: Environmental Monitoring/dose projection This console has hand held portable versions to be used in the field that function essentially the same.

4.1.3 Operating instructions:

4.1.3.1 Ensure GTX unit is plugged into AC wall circuit.

4.1.3.2 Motorola GTX unit has to be on to talk. Ensure indicated station matches selected station on portable units.

4.1.3.3 Check for channel activity by a green or yellow LED.

4.1.3.4 When clear, press PTT and speak into microphone area. The red LED will illuminate continuously while transmitting.

4.1.3.5 Turn system off when not in use.

5.0 ESSX TELEPHONE SYSTEM

5.1 ESSX Telephone System (Back-up) - Dark brown phones connected by Southern Bell using separate lines from all plant communication systems. This system allows communication with all outside agencies. The purpose of the ESSX Telephone System is to ensure that priority back-up communications are available for communications to emergency response personnel at the Federal, State, and local governments and other Carolina Power & Light facilities, as well as Ebasco and Westinghouse.

5.2 Motorola Series 90 Desk Top Controllers - are local control desk sets provided to state personnel in the TSC and the EOF to allow message transmittal to dedicated points.

5.2.1 All of base-station received messages can be monitored at the desk set.

5.2.2 The remote control desk set operator can transmit via the base-station switch.

5.2.3 May have a supervisory override switch.

5.2.4 The EOF desk set is located in the Command Room.

6.0 EMERGENCY RADIO SYSTEM OPERATING PROTOCOL

6.1 Using a 2-way Radio

6.1.1 A radio transceiver requires good operating techniques and consideration for other users. Quick and precise transmissions will enable the system to be used efficiently and effectively by all. This is vital during emergencies. Carolina Power & Light is licensed by the Federal Communications Commission (F.C.C) to transmit only those messages that are essential to the efficient conduct of the Company's business.

6.1.2 Definitions

6.1.2.1 Base Station - A transmitter-receiver station intended for operation at a permanent location.

6.1.2.2 Mobile Unit - A radio transceiver unit intended to be used while in motion or during halts at specified points. This includes pack and hand carried units as well as those installed in vehicles.

6.1.2.3 Radio Operator - Any person authorized by the Company to operate a radio transceiver.

6.1.3 Microphone Procedure -
A transmission is generated by pressing the transmit button on the side of the portable unit or on the side of the microphone.

Every operator should be aware that the microphone button may be accidentally depressed, thereby keying the transmitter. In this condition every spoken word intentional or otherwise will be transmitted over the air. Be suspicious if everything gets too quiet. Check the red transmit light on mobile units frequently. There is no way for the base station to detect which transmitter is keyed in a large mobile net. Accidental keying of the mobile portable unit can severely disrupt the overall net operations and make communications very difficult.

6.1.4 Authorization to use Radio -
No person shall operate a Base Station or Mobile Unit Transmitter unless he/she is so authorized by the Company.

6.1.5 Authorized Messages -
a) Messages dealing with safety of personnel or the protection of property.
b) Messages for the performance of work-related matters.

6.1.6 Forbidden messages
The following types of messages are not permitted:
a) Between Base Stations - Except for: Authorized radio tests or any other permitted messages when telephone facilities are inoperative.
b) Personal Messages - Except for: Messages concerning a family emergency may, at the discretion of a Base Station Radio Operator, be relayed to an employee.
c) Foul Language - No exceptions.

6.1.7 Secrecy of Message -
Federal law requires you to keep secret all messages not directed to you which you overhear on any private radio system.

6.1.8 Intentional Interruptions
Such as miscellaneous and unnecessary transmitter keying. These types of "horseplay" can be as dangerous as the physical kind. Emergency or urgent messages could be interrupted or masked out.

6.1.9 Operating Procedures -

a) Operational Techniques

1. All Radio Operators:
   Talk in a normal tone of voice. Do not shout. Best results are obtained by using a normal speaking level with the microphone about one inch from the mouth. Good microphone technique requires a clear articulation and correct talking speed.

NOTE: During an exercise announce, "This is an exercise message," about every three (3) to five (5) minutes.

2. Base Station Operators:
   Good microphone techniques pays off in better understanding and faster communication.
3. Brevity:
   All communications regardless of their nature should be restricted to the minimum practical transmission time. Before transmitting - think. Keep it brief and to the point.
4. Identification and Channel Clearance:
   Most of the base stations are shared by several control points. Because of the sharing, it is important for all base and mobile operators to indicate when they are finished with a contact. This is done by identifying the station with the station "call signs" or mobile call signs or either the word "clear" or "off".

   For example: The base station operator may say "KGA825 clear" or the mobile may say "KA3664 off" (the mobile unit identification number).

   REMEMBER - At the beginning of each transmission identify your unit - clearly and precisely.

   Always give your complete call sign at the end of each total message.

b) The equipment is turned on by an "ON-OFF" or power switch. Allow about 30 seconds for new equipment and about two minutes for some of the older sets to warm-up before transmitting.

c) The control marked VOLUME adjusts the loudness of the incoming signal. It has no effect on the outgoing signal.

d) The control marked SQUELCH affects the sensitivity of the set. It cuts off the loudspeaker except when a signal is received, keeping the static from being heard in the absence of a signal. To set the squelch control, rotate it to one side until a rushing noise is heard, then reverse it just far enough to cut off the noise. Sometimes, at extreme range, the signal is so weak that the squelch opens and closes rapidly, chopping up the incoming signal. To correct this, open the squelch manually. When through talking to a weak station, turn the squelch back until the noise ceases. Reduction of volume at this point may improve your reception.

e) On all units having the dual channel feature, the operating frequency is controlled by either a two or four frequency selector control. When you transmit, your switch must be turned to the correct channel.

7.0 MITSUBISHI SATELLITE PHONE

7.1 The Mitsubishi Satellite Phone and power supply is normally stored in the Training Facility Library closet. It should only be used if all other normal and back up communication systems have failed. All controls are located on the handset. The top of the lid with the Mitsubishi symbol is the antenna.

7.1.1 Plug the power supply into the phone and/or install the battery. The plug is located under the handset. Place the phone in a window facing Old Camden Road on a flat surface.

7.1.2 Open the lid approximately halfway (45°) and aim the Mitsubishi symbol toward the satellite in the southern sky. A compass is available in the phone case.

7.1.3 Press and hold the PWR key for approximately one second.

7.1.4 The Beam number and the Signal Strength Level will be displayed as B**S** (numbers will be displayed in place of the **). NO SVC will be displayed until a signal is established per this procedure.

7.1.5 Slowly rotate the phone and adjust the antenna lid until the Received Signal Strength is at maximum. (00 = least, 80 = best). A minimum of 09 is required.

7.1.6 Momentarily press the * key to initiate satellite signal acquisition. This may take approximately 1 - 2 minutes. The NO SVC will disappear and ON will be displayed.

7.1.7 When NO SVC indication clears from the display and "ON" is displayed, the unit is ready for making or receiving calls.

1. To send call , always enter the area code and number, Then press the SEND key.
2. To receive a call, press any key except the PWR key.
3. To end a call, press END.

BACK-UP METHOD FOR TELECONFERENCING WITH STATE AND COUNTY WARNING POINTS (WPs)

The following instructions should be used for contacting the State and Counties using a Northern Telecom Meridian phone with the SYS SPEED feature or CONFERENCE feature:

IF the phone is equipped with the SYS SPEED feature, THEN

1. Contact the Darlington County Warning Point.
   - A. Get dial tone, press SYS SPEED and dial 06. (See Emergency Response Phone Book for other phone numbers.)
   - B. When party answers, identify yourself, and state purpose of your call (drill message or real emergency message).
   - C. Request party to standby while conference call is established.
2. Contact Chesterfield County Warning Point.
   - A. Press CONFERENCE, then press SYS SPEED and dial 05. (See Emergency Response Phone Book for other phone numbers.)
   - B. When party answers, identify yourself, and state purpose of your call (drill message or real emergency message).
   - C. Request party to standby while conference call is established.
   - D. Press CONFERENCE to connect all parties.
3. Contact Lee County Warning Point (Lee County 911 Center).
   - A. Press CONFERENCE, then press SYS SPEED and dial 04. (See Emergency Response Phone Book for other phone numbers.)
   - B. Repeat Steps 2B, C, and D.
4. Contact State Warning Point.
   - A. Press CONFERENCE, then press SYSTEM SPEED and dial 09. (See Emergency Response Phone Book for other phone numbers.)
   - B. Repeat Steps 2B, C, and D.
5. When parties are in conference, perform roll call and read the Emergency Notification Message.

NOTE: If you make a mistake while dialing or receive a busy signal, press RLS to disconnect. To return to the call, press the key beside the fast flashing indicator.

BACK-UP METHOD FOR TELECONFERENCING WITH STATE AND COUNTY WARNING POINTS (WPs)

IF the phone is equipped with the CONFERENCE feature, THEN

1. Contact the Darlington County Warning Point.
   A. Get dial tone, dial the number as listed in the "OFFSITE ORGANIZATION AND CORPORATE COMMUNICATIONS. (See Emergency Response Phone Book for other phone numbers.)
   B. When party answers, identify yourself, and state purpose of your call (drill message or real emergency message).
   C. Request party to standby while conference call is established.
   D. Press CONFERENCE. (This action places the party on conference hold.)
2. Contact the Chesterfield Warning Point.
   A. Get dial tone, dial the number as listed in the "OFFSITE ORGANIZATION AND CORPORATE COMMUNICATIONS. (See Emergency Response Phone Book for other phone numbers.)
   B. When party answers, identify yourself, and state purpose of your call (drill message or real emergency message).
   C. Request party to standby while conference call is established.
   D. Press CONFERENCE. (This action places the party on conference hold.)
3. Contact Lee County Warning Point (Lee County 911 Center).
   A. Get dial tone, dial the number as listed in the "OFFSITE ORGANIZATION AND CORPORATE COMMUNICATIONS. (See Emergency Response Phone Book for other phone numbers.)
   B. Repeat Steps 2B, C, and D.
4. Contact State Warning Point.
   A. Get dial tone, dial the number as listed in the "OFFSITE ORGANIZATION AND CORPORATE COMMUNICATIONS. (See Emergency Response Phone Book for other phone numbers.)
   B. Repeat Steps 2B, C, and D.
5. Press Conference. (All parties should be on line).
6. Perform roll call and read the Emergency Notification Message.

ESSX TELEPHONE SERVICE OFF-SITE COMMUNICATIONS SYSTEM

ESSX service is provided by the local telephone carrier (Southern Bell). ESSX essentially provides PBX type service based out of a Southern Bell Central Office (CO). This service satisfies the off-site communications requirements. There are eight lines provided; two each in the Unit 2 Control Room, the TSC Command Room, the EOF Command Room, and the OSC. The numbers are: 383-3680, 383-3681, 383-3682, 383-3683, 383-3684, 383-3685, 383-3686, and 383-3687. The numbers are paired sequentially into pickup groups (i.e. 383-3680 and 383-3681).

1. OPERATION

   A. To place call between ESSX stations, dial the last four digits of the line (i.e., 3680 for 383-3680).

   B. To call an outside line, dial 9, then dial outside number (include "1" or 1 + Area Code for long distance calls).

   C. Calls to Plant Voicenet locations may be made via Direct Inward Dial (DID) service (i.e., 9 + Appropriate prefix and extension). Calls to other Voicenet locations may be made via Direct Inward System Access (DISA). Dial 9+667-9132, wait for dial tone, dial 2868 (security code), wait for dial tone, dial number (i.e., 770-XXXX).

2. FEATURES

   A. CALL TRANSFER - To transfer a call, press hookswitch momentarily, wait for dial tone, dial number to transfer call, hangup or wait until answered to announce call (then hangup).

   B. THREE WAY CALL (3-WAY CONFERENCE) - To add third party to call, press hookswitch momentarily, wait for dial tone, dial number of third party, wait for answer and announce conference call, press hookswitch momentarily to reconnect first party.

   C. CALL PICKUP - To answer another ESSX call, dial #95.

   D. CALL FORWARD - Incoming calls can be forwarded to other ESSX lines or outside lines.

      1. To activate, dial #72, wait for dial tone, dial number to forward calls to, wait for confirmation tone (this may take 10 to 15 seconds), hang up.

      2. If calls are forwarded outside ESSX service, forwarded phone will ring once as a reminder.

      3. To cancel forwarding, dial #73, wait for stutter dial tone, hang up.

CONTROL ROOM PRACTICE SCENARIO USE

1. Obtain Shift Supervisors permission to utilize the Dialogic System for practice.
2. Using a phone in the Control Room dial 1003.
   - Be prepared to **immediately** enter the password when the system begins the greeting. Passwords are provided in pre-designated locations.
3. Immediately upon hearing the greeting (i. e., Hello, you have reached...) enter the password.
   - If the first digit of the password is not entered in time or an incorrect password is entered, the activation number must be called again.
4. Do not use any scenario number other than the one below as these will cause the system to begin actual call out of ERO personnel. When prompted for Scenario number, enter **3334**.
5. Input desired responses at the prompt from the system.
6. Dialogic should initiate the Control Room Verification Beeper with the previously entered "Event Code."
7. Dialogic should fax a System Execution Report to the Control Room fax machine.
8. Dialogic should call extension 1530 and request an identification number.
9. Enter 333-33-3333 as your identification number.
10. Provide responses to the system questions as desired.
    - The practice scenario will remain active for 10 minutes from initiation. If you disqualify (e.g., answer no to fitness for duty or 60 minute response) in your responses, it will not attempt to call you again.
11. If the Verification Beeper did not activate, verify proper operation by calling the individual beeper number.
12. If expected response is not received after verification of proper beeper operation, report the deficiency to Emergency Preparedness for investigation.
13. Inform Emergency Preparedness of system use (on next business day if weekend, holiday or nightshift) so that practice records may be purged from the system.

SIMULATOR DIALOGIC SCENARIO USE

1. Using the designated phone line in the Simulator Control Room, dial 1003.
   - Be prepared to **immediately** enter the password when the system begins the greeting. Passwords are provided in pre-designated locations.
2. Immediately upon hearing the greeting (i. e., Hello, you have reached...) enter the password.
3. If the first digit of the password is not entered in time or an incorrect password is entered, the activation number must be called again.

> **NOTE:** Use of the Manual Initiation of the ERO Beepers attachment bypasses the Dialogic System and will initiate ALL ERO beepers.

4. Do not use any scenario number other than the one below as these will cause the system to begin actual call out of ERO personnel. When prompted for Scenario number, enter **3335.**
5. Input desired responses at the prompt from the system.
6. Dialogic should initiate the Simulator Control Room Verification Beeper with the previously entered "Event Code."
   - For drill purposes Controller/Evaluator staff may direct the use of the beeper system manual initiation.
   - The Simulator Dialogic scenario will remain active for 5 minutes from initiation.
7. If the verification Beeper did not activate, verify proper operation by calling the individual beeper number.
8. If expected response is not received after verification of proper beeper operation, report the deficiency to Emergency Preparedness for investigation.
9. Inform Emergency Preparedness of system use (on next business day if weekend, holiday or nightshift) so that practice records may be purged from the system.

MANUAL INITIATION OF THE ERO BEEPERS

NOTE: This section is not for use with the Control Room Practice or Simulator Dialogic Scenario, except for drills evaluated by Emergency Preparedness.

1. Dial the Manual Beeper Initiation number as listed on password card.

2. At the Beeper System prompt, enter the appropriate code from the Event Codes on ATTACHMENT 8.1.5.4. Do not enter the phone number from which the call is placed.

3. VERIFY THE BEEPERS WERE INITIATED WITH THE APPROPRIATE CODE VIA THE CONTROL ROOM VERIFICATION BEEPER OR SECURITY BEEPER.

4. Notify the Non-Responding Emergency Communicator (NREC) of any required call out of beeper and/or non-beeper personnel.

NRC FORM 361
COMMISSION
(12-2000)

U.S. NUCLEAR REGULATORY

OPERATIONS CENTER

REACTOR PLANT
EVENT NOTIFICATION WORKSHEET

EN #

NRC OPERATION TELEPHONE NUMBER PRIMARY – 301-816-5100 or 800-532-3469*, BACKUPS – [1st] 301-951-0550 or 800-449-3694*, [2nd] 301-415-0550 and [3rd] 301-415-0553

*Licensees who maintain their own ETS are provided these telephone numbers

NOTIFICATION TIME	FACILITY OR ORGANIZATION	UNIT	NAME OF CALLER	CALL BACK #
	H. B. ROBINSON	2		843-857-

EVENT TIME & ZONE	EVENT DATE	POWER/MODE BEFORE	POWER/MODE AFTER

EVENT CLASSIFICATIONS

	GENERAL EMERGENCY	GEN/AAEC
	SITE AREA EMERGENCY	SIT/AAEC
	ALERT	ALE/AAEC
	UNUSUAL EVENT	UNU/AAEC
	50 72 NON-EMERGENCY (see next columns)	
	PHYSICAL SECURITY (73 71)	DDDD
	MATERIAL/EXPOSURE	B???
	FITNESS FOR DUTY	HFIT
	OTHER UNSPECIFIED REQMT (see last column)	
	INFORMATION ONLY	NINF

1-Hr. Non-Emergency 10 CFR 50.72(b)(1)

	TS Deviation	ADEV

4-Hr. Non-Emergency 10 CFR 50.72(b)(2)

	(i)	TS Required S/D	ASHU
	(iv)(A)	ECCS Discharge to RCS	ACCS
	(iv)(B)	RPS Actuation (scram)	ARPS
	(xi)	Offsite Notification	APRE

8-Hr. Non-Emergency 10CFR 50.72(b)(3)

	(ii)(A)	Degraded Condition	ADEG
	(ii)(B)	Unanalyzed Condition	AUNA
	(iv)(A)	Specified System Actuation	AESF

	(v)(A) Safe S/D Capability	AINA
	(v)(B) RHR Capability	AINB
	(v)(C) Control of Rad Release	AINC
	(v)(D) Accident Mitigation	AIND
	(xii) Offsite Medical	AMED
	(xiii) Loss Comm/Asmt/Resp	ACOM

60-Day Optional 10 CFR 50.73(a)(1)

	Invalid Specified System Actuation	AINV

Other Unspecified Requirement (Identify)

		NONR
		NONR

DESCRIPTION

Include Systems affected, actuations and their initiating signals, causes, effect of event on plant, actions taken or planned, etc. *(Continue on back)*

NOTIFICATIONS	YES	NO	WILL BE
NRC RESIDENT			
STATE(s)			
LOCAL			
OTHER GOV AGENCIES			
MEDIA/PRESS RELEASE			

ANYTHING UNUSUAL OR NOT UNDERSTOOD? ☐ YES (EXPLAIN ABOVE) ☐ NO

DID ALL SYSTEMS FUNCTION AS REQUIRED? ☐ YES ☐ NO

MODE OF OPERATION UNTIL CORRECTED	ESTIMATE FOR RESTART DATE	ADDITIONAL INFO ON BACK ☐ YES ☐ NO

NRC FORM 361 (12-2000)

PRINTED ON RECYCLED PAPER

ADDITIONAL INFORMATION PAGE 2 OF 2

RADIOLOGICAL RELEASES: CHECK OR FILL IN APPLICABLE ITEMS ***(specific details/explanations should be covered in event description)***

☐	LIQUID RELEASE	☐	GASEOUS RELEASE	☐	UNPLANNED RELEASE	☐	PLANNED RELEASE	☐ ONGOING	☐ TERMINATED
☐	MONITORED	☐	UNMONITORED	☐	OFFSITE RELEASE	☐	T S EXCEEDED	☐ RM ALARMS	☐ AREAS EVACUATED
☐	PERSONNEL EXPOSED OR CONTAMINATED			☐	OFFSITE PROTECTIVE ACTIONS RECOMMENDED			*State release path in description	

	Release Rate (Ci/sec)	% T. S LIMIT	HOO GUIDE	Total Activity (Ci)	% T. S. LIMIT	HOO GUIDE
Noble Gas			0.1 Ci/sec			1000 Ci
Iodine			10 uCi/sec			0.01 Ci
Particulate			1 uCi/sec			1 mCi
Liquid *(excluding tritium and dissolved noble gases)*			10 uCi/min			0.1 Ci
Liquid (tritium)			0.2 Ci/min			5 Ci
Total Activity						

	PLANT STACK	CONDENSER/AIR EJECTOR	MAIN STEAM LINE	SG BLOWDOWN	OTHER
RAD MONITOR READINGS					
ALARM SETPOINTS					
% T. S. LIMIT *(if applicable)*					

RCS OR SG TUBE LEAKS: CHECK OR FILL IN APPLICABLE ITEMS: ***(specific details/explanations should be covered in event description)***

LOCATION OF THE LEAK *(e g , SG #, valve, pipe, etc.)*

LEAK RATE	UNITS gpm/gpd	T S LIMITS	SUDDEN OR LONG-TERM DEVELOPMENT

LEAK START DATE	TIME	COOLANT ACTIVITY PRIMARY AND UNITS	SECONDARY

LIST OF SAFETY RELATED EQUIPMENT NOT OPERATIONAL.

EVENT DESCRIPTION (continued from front)

NRC HEADQUARTERS
DUTY OFFICER CONTACTED: _____ (NAME) ___/___/___ (DATE) _____ (TIME) AM/PM