Dominion Nuclear Connecticut, Inc.
Millstone Power Station
Rope Ferry Road
Waterford, CT 06385

Dominion

APR 19 2003

Docket Nos. 50-245
50-336
50-423
B18874

RE: 10 CFR 50, Appendix E
10 CFR 50.47(b)(5)

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

Millstone Power Station, Unit Nos. 1, 2 and 3
Revised Emergency Plan Procedures

In accordance with 10 CFR 50, Appendix E, Dominion Nuclear Connecticut, Inc. hereby notifies the U.S. Nuclear Regulatory Commission that the following Emergency Plan procedures have been implemented.

- MP-26-EPI-FAP01, "Control Room Emergency Operations," Major Revision 1, Minor Revision 2, and the following associated forms are transmitted via Attachment 1:
  - MP-26-EPI-FAP01-001, "Control Room - Director of Station Emergency Operations (CR-DSEO)," Major Revision 1, Minor Revision 3;
  - MP-26-EPI-FAP01-002, "Manager of Control Room Operations (MCRO)," Major Revision 1, Minor Revision 2;
  - MP-26-EPI-FAP01-003, "Station Duty Officer (SDO)," Major Revision 1, Minor Revision 1; and
  - MP-26-EPI-FAP01-004, "Control Room Emergency Communicator," Major Revision 0, Minor Revision 1.
- MP-26-EPI-FAP02, "Technical Support Center Activation and Operation," Major Revision 1, Minor Revision 1, and the following associated forms are transmitted via Attachment 2:
  - MP-26-EPI-FAP02-001, "Assistant Director Technical Support (ADTS)," Major Revision 1, Minor Revision 3;
  - MP-26-EPI-FAP02-003, "Manager of Radiological Consequence Assessments (MRCA)," Major Revision 0, Minor Revision 1;
  - MP-26-EPI-FAP02-005, "Radiological Communicator - TSC," Major Revision 0, Minor Revision 1; and
  - MP-26-EPI-FAP02-012, "TSC/OSC Emergency Repair/Procedure Change/ Assessment Recommendations," Major Revision 0, Minor Revision 1.

A045

- MP-26-EPI-FAP03-002, "Assistant Radiation Protection Supervisor (ARPS)," Major Revision 1, Minor Revision 1, is transmitted via Attachment 3.
- MP-26-EPI-FAP04, "Emergency Operations Facility Activation and Operation," Major Revision 1, Minor Revision 3, and the following associated forms are transmitted via Attachment 4:
  - MP-26-EPI-FAP04-001, "Director of Station Emergency Operations (DSEO)," Major Revision 1, Minor Revision 2;
  - MP-26-EPI-FAP04-002, "Assistant Director Emergency Operations Facility (ADEOF)," Major Revision 0, Minor Revision 2;
  - MP-26-EPI-FAP04-004, "Assistant Manager, Radiological Dose Assessment (AMRDA)," Major Revision 1, Minor Revision 1;
  - MP-26-EPI-FAP04-011, "Manager of Resources (MOR)," Major Revision 1, Minor Revision 4;
  - MP-26-EPI-FAP04-013, "Manager of Communications (MOC)," Major Revision 2, Minor Revision 1; and
  - MP-26-EPI-FAP04-015, "EOF Emergency Communicator," Major Revision 0, Minor Revision 1.
- MP-26-EPI-FAP06, "Classification and PARs," Major Revision 0, Minor Revision 3, is transmitted via Attachment 5.
- MP-26-EPI-FAP07, "Notifications and Communications," Major Revision 2, Minor Revision 3, is transmitted via Attachment 6.
- MP-26-EPI-FAP08, "Evacuation and Assembly," Major Revision 1, Minor Revision 2, is transmitted via Attachment 7.
- MP-26-EPA-FAP01, "Management Program for Maintaining Emergency Preparedness," Major Revision 0, Minor Revision 4, is transmitted via Attachment 8.

There are no regulatory commitments contained within this letter.

If you should have any questions concerning this submittal, please contact Mr. David W. Dodson at (860) 447-1791, extension 2346.

Very truly yours,

DOMINION NUCLEAR CONNECTICUT, INC.

J. Alan Price
Site Vice President - Millstone

cc: See next page

Attachments (8)

cc: H. J. Miller, Region I Administrator (2 copies)
R. J. Conte, Chief, Operational Safety Branch, Region I

cc: w/o attachments

D. G. Holland, NRC Project Manager, Millstone Unit No. 1
J. R. Wray, NRC Inspector, Region I, Millstone Unit No. 1
R. B. Ennis, NRC Senior Project Manager, Millstone Unit No. 2
V. Nerses, NRC Senior Project Manager, Millstone Unit No. 3
Millstone Senior Resident Inspector

Docket Nos. 50-245
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Attachment 1

Millstone Power Station, Unit Nos. 1, 2 and 3

Emergency Procedures Implementing (EPI) Functional Administrative Procedure (FAP)
MP-26-EPI-FAP01
"Control Room Emergency Operations"
and Associated Forms

08/20/02
Approval Date

09/03/02
Effective Date

Procedure Action Request

Document No.: MP-26-EPI-FAP01	Writer: Lisa Sinopoli	Rev. No. 001	Minor Rev. 02

Title: Control Room Emergency Operations

For New Documents Document is QA ☐ DH Title:

☐ Revision ☒ Minor Revision ☐ Cleanup Revision ☐ Biennial Review
☐ Cancel ☐ Void (Do Not Use) ☐ Expire ☐ Superceded By: ____

Comments: ☐ Administrative Correction FLS: _____

~~CR-03-00929~~ CR-03-01242
~~AR 03000501-03, AR 03000155-02~~
Includes FAP01-001, Rev. 001-03; FAP01-002, Rev. 001-02; FAP01-004, Rev. 000-01; FAP01-003, Rev. 001-01

Reviews		Print	Sign	Date	Department
	☐				
	☐				
	☐				
RCD	☒	K. Burgess	KBurgess	2/18/03	EPD
E-Plan-50.54(q)	☒	K. Burgess	KBurgess	2/4/03	EPD
Environmental Screen	☒	See Attached Form	KBurgess	2/4/03	EPD
Licensing Basis (50.59 Screen Req ☐ Yes ☐ No)	☐				
Tech Independent	☒	J. Fuller		2/18/03	NTD

Validation	☒ None	☐ Field - Use MP-05-DC-SAP01-004	☐ Simulated Performance - Use MP-05-DC-SAP01-004	☐ Table Top and Walk-through	☐ Comparison
(minimum of two)	Print		Sign	Date	Dept
Coordinator					
Member					

Training: ☒ None ☐ Nuclear Training ☐ Briefing ☐ Familiarization

☒ **SQR Review and Approval**
Approval ☒ Disapproval ☐
Thomas Tugas 3-4-03
(1) SQR Sign/Date
Patrick Lueley 3/23/03
(2) Department Head Approval Sign

☐ **SORC Review and Approval**
N/A
(1) Department Head Sign/Date
(2) SORC Meeting Number
(3) SORC Approval Sign

☐ **Department Head Review and Approval**
N/A
(1) Department Head Approval Sign

Approval Date: 3/23/03 **Effective Date:** 4/1/03

Functional Administrative Procedure

Millstone Station

Control Room Emergency Operations

MP-26-EPI-FAP01

Rev. 001-02

Approval Date: 3/23/03

Effective Date: 4/1/03

TABLE OF CONTENTS

1. PURPOSE

1.1 Objective

This procedure provides guidance to individuals located in the Control Room (CR) who become Station Emergency Response Organization (SERO) personnel during declared emergencies.

1.2 Applicability

This procedure is performed by CR personnel for emergency events classified as Unusual Event or higher.

1.3 Supporting Documents

EPI-FAP07, "Notifications and Communications"

EPI-FAP15, "Common Forms"

EPA-REF08B, "Millstone Emergency Plan Resource Book " (1)

1.4 Discussion

1.4.1 CR-DSEO Transition to MCRO

The CR-DSEO becomes the MCRO after being relieved by the on-call DSEO. The MCRO then reports directly to the ADTS.

For a Unit 1 event, the Unit 2 CR-DSEO becomes the MCRO . (1)

1.4.2 10 CFR 50.54(x) Invocation

As discussed in the Statements of Consideration to 10 CFR Part 50, emergencies can arise during which compliance with a license condition or a Technical Specification could prevent necessary action by the licensee to protect the public health and safety. Absolute compliance with the license during these emergencies can be a barrier to effective protective action.

Unanticipated circumstances can occur during the course of an emergency which may call for responses different from any previously considered during the course of licensing. Special circumstances requiring a deviation from license requirements are not necessarily limited to transients or accidents not analyzed in the licensing process. Special circumstances can arise during emergencies involving multiple equipment failures or coincident accidents where plant emergency procedures could be in conflict with or not applicable to the circumstances. In addition, an accident can take a course different from that which was addressed when the emergency procedure was written, thus requiring a protective response at variance with a procedure required to be followed by the licensee which may ultimately be contrary to current Technical Specifications or the license condition.

10 CFR 50.54(x) will permit the licensee to take reasonable action in an emergency even though the action departs from licensing conditions or plant Technical Specifications. This action may only be taken, however, if the following criteria are met:

- The action is immediately needed to protect the public health and safety, including plant personnel.
- No action consistent with the license conditions and Technical Specifications is immediately apparent that can provide adequate or equivalent protection.
- As a minimum, a licensed senior operator approves the action.

a. Applicability Determination

The NRC can amend Technical Specifications or license conditions. The §50.54(x) regulation is not intended to apply in circumstances during which time allows this normal process to be followed. The regulation applies only to those emergency situations in which immediate action is required by the licensee to protect public health and safety and this action is contrary to a Technical Specification or license condition.

Operating outside the boundaries of approved procedures or in the absence of procedures does not in and of itself meet the threshold for invocation of §50.54(x). Also, the existence of a safety analysis (§50.59) conducted for the purpose of determining whether an unreviewed safety question exists is not sufficient to determine whether application of §50.54(x) is appropriate. §50.54(x) is not intended for use as a general regulatory protective shield for all actions not addressed by current procedures. Even after §50.54(x) has been invoked, each subsequent action taken must be evaluated for §50.54(x) applicability with all necessary approvals and notifications being made for each invocation, as appropriate.

Additionally, the §50.54(x) and (y) amendments were not written for the purpose of establishing procedures and guidance (such as SAMG) that may be useful at some future date (e.g., preplanning and contingency actions). The determination to discontinue following plant operating procedures and/or EOPS, and to begin following SAMG, by itself, does not constitute a departure from a license condition or Technical Specification and, therefore, does not require invocation of §50.54(x). Note however, it is possible that the first action directed during SAMG implementation may actually require §50.54(x) invocation.

The threshold for invocation is met only if the action being taken is not consistent with current license conditions and Technical Specifications. Additionally, the action must meet the time and safety dependent criteria previously discussed. Then and only then should the invocation of §50.54(x) be considered for approval.

b. Approval

A licensed senior operator position is the minimum level within the organization, but not the only position, authorized to approve invocation of §50.54(x). 10 CFR 50.54(y) states, "Licensee action permitted by paragraph (x) of this section shall be approved, as a minimum, by a licensed senior operator..." This wording makes it clear that such action must be approved at least by a licensed senior operator acting for the licensee. The regulation focuses on the responsibilities of facility licensees and only peripherally includes licensed senior operators. Under the provision, any licensed senior operator (licensed for the Unit involved) would be sufficient. However, during declared emergencies, more senior licensee personnel would eventually become available. The decision to depart from the license would then pass to these more senior personnel already identified in the Emergency Plan.

Ultimate responsibility for the health and safety of the general public and station personnel in an emergency resides in the highest authority in the chain of command. The persons responsible for the health and safety of the general public and station personnel are already identified in the facility license and implementing procedures. These persons include the ADTS and the DSEO following emergency response facility activation. If, however, an emergency should occur on a backshift, no licensee representative higher than a licensed senior operator in the chain of command is likely to be available. Therefore, the departure from a license condition or Technical Specification requires the approval of a licensed senior operator as a minimum.

To require any additional approvals or concurrence, such as from senior licensee representatives or the NRC, would defeat the purpose of §50.54(x). Concurrence or approval from the NRC is also not necessary, as this action would amount to a license amendment using procedures contrary to those existing for amendments. NRC concurrence would additionally shift the burden of responsibility for station safety from the licensee to the NRC.

c. Reportability

Deviations authorized pursuant to 10 CFR 50.54(x) are reportable as soon as practical and in all cases within one hour under 10 CFR 50.72(b)(1)(i)(B), or 10 CFR 50.73(a)(2)(i)(C), if not reported simultaneously with emergency notification under 10 CFR 50.72(a). When time permits, the notification is made before the protective action is taken; otherwise, it is made as soon as possible thereafter. Additionally, a Licensee Event Report will be generated and submitted to the NRC within 30 days.

d. Subsequent Actions

Following invocation of 50.54(x) and notification of the NRC, actions are taken as soon as practical to restore the plant to full compliance with Technical Specifications and all conditions of license.

1.4.3 Radiological Monitoring Team #1

During initial SERO activation, RMT #1 provides Control Room health physics support and conducts in-plant surveys and sample analysis. Upon full SERO activation, the MRCA assumes control of the RMT #1 members. An RMT #1 member will report to the MCRO for the duration of the event.

1.4.4 Initial Dose Assessment

The Initial Dose Assessment (IDA) computerized method provides the capability to perform a dose projection using effluent release information and real-time meteorology. For the purposes of calculating a total integrated TEDE, a default release duration of 2 hours may be assumed. This assumption corresponds to a period within which SERO activation will occur and a more refined dose assessment can then be performed.

This assessment is performed by a Chemistry Technician after a radiological release has occurred and all required actions critical to mitigating the plant event are completed or determined to be of a severity less than the need for performing an initial dose assessment. This is acceptable because initial EALs and PARs will be based upon plant conditions. IDA is used only as a supplement to the initial recommendations. Input provided to the CR-DSEO may be used to validate the initial protective action recommendation or classification.

Event classification, off-site agency notifications, and protective action recommendations made by the CR-DSEO should *not* be delayed by awaiting the results of this dose assessment.

1.4.5 OFIS

OFIS provides critical plant parameters to allow communication of plant data for analysis of plant conditions. OFIS may be accessed from LAN PCs.

1.4.6 Definitions and abbreviation are contained in Attachment 1.

1.4.7 Responsibilities are contained in Attachment 2.

2. INSTRUCTIONS

2.1 Refer To and complete the following, as applicable:

NOTE

Steps in the position specific checklists may be performed in any order, or more than once, as necessary.

- EPI-FAP01-001, "Control Room-Director of Station Emergency Operations (CR-DSEO)"
- EPI-FAP01-002, "Manager of Control Room Operations (MCRO)"
- EPI-FAP01-003, "Station Duty Officer (SDO)"
- EPI-FAP01-004, "Control Room Emergency Communicator" (2)
- EPI-FAP01-005, "Radiological Monitoring Team (RMT) #1"
- EPI-FAP01-006, "Chemistry Technician"
- EPI-FAP01-007, "Control Room Data Coordinator (CRDC)"

2.2 IF an action is not appropriate under existing conditions or was not necessary for the event, enter N/A when completing documentation for submittal.

3. SUMMARY OF CHANGES

3.1 Revision 001-02

3.1.1 Changed Shift Technician (ST) to Emergency Communicator.

3.2 Revision 001-01

3.2.1 Section 1.3 - changed Millstone Emergency Plan Resource Book from an EPUG to REF08B to support MP-26-MMM.

3.2.2 Section 1.4.1, changed the Unit 1 CFH to the Unit 2 CR-DSEO who becomes the MCRO.

3.3 Revision 001

3.3.1 Biennial review

3.4 Revision 000-01

3.4.1 Changed step 1.4.1 CR-DSEO Transition to MCRO for a Unit 1 event.

3.5 Revision 000

3.5.1 Original issue

Attachment 1
Definitions and Abbreviations

Definitions

Activation - All functions, minimum staffing requirements, and turnovers have been completed and the senior SERO position in the facility declares it active.

Alpha or Bravo - State of Connecticut posture codes issued with a GENERAL EMERGENCY classification. A technical basis for developing a PAR as a result of that classification.

Calculated Dose Rate - A dose rate calculated for actual releases based on rates derived from effluent monitor or survey readings (usually in units of mR/hr or R/hr).

Delta Temperature - An indicator of atmospheric stability which affects plume dispersion.

Dose Assessment - the act of calculating dose commitment from the release of radioactivity.

Measured Dose Rate - Dose rate based on field survey results (usually in units mR/hr or R/hr).

Minimum Staff - Positions depicted above the line on the facility staffing board which are necessary before activation may occur.

Mission Specific Exposure Limits - Specific exposure limits based on job task assignments for emergency team members.

Plant Condition - A technical basis for developing a PAR as a result of actual or imminent loss of all 3 fission product barriers, or based on high containment radiation levels.

Projected Dose - A technical basis for developing a PAR as a result of an ongoing radiological release that is projected on either a measured dose rate, or a calculated dose rate for an expected release duration (usually in units of rem).

Protective Action Recommendation (PAR) - A recommendation issued to state and local decision makers for their consideration in making a protective action decision (i.e., shelter, evacuate).

Site Boundary - For dose assessment purposes, the 0.5 miles distant from the release point.

Unmonitored Release - A suspected or actual release of radioactive material to the environment without passing through an operational process or radiation monitor.

"What If" Dose Projection - A theoretical dose projection based on the premise that the accident sequence in progress will result in the partial or total release of an assumed quantity of core inventory (usually in units of Rem).

Attachment 1
Definitions and Abbreviations

Wind Direction - The three digit number indicating the 000°-360° degree bearing (000° and 360° being north; 180° being south) from which the wind is blowing for the representative release elevation. Changes in wind direction may also constitute the technical basis for updating a PAR after the initial PAR has been issued.

Abbreviations

ADEOF - Assistant Director Emergency Operations Facility

ADTS - Assistant Director Technical Support

AMRDA - Assistant Manager of Radiological Dose Assessment

CDE - Committed Dose Equivalent for the thyroid (usually in units of Rem)

CR-DSEO - Control Room Director of Station Emergency Operations

DDE - Deep Dose Equivalent

EAL - Emergency Action Level

ENS - Emergency Notification System

EOF - Emergency Operations Facility

ERF - Emergency Response Facility

IDA - Initial Dose Assessment (computer program)

IRF - Incident Report Form

KI - Potassium Iodide

LAN - Local Area Network

MCRO - Manager of Control Room Operations

MOS - Manager of Security

MRDA - Manager of Radiological Dose Assessment

MTSC - Manager of Technical Support Center

OFIS - Off-Site Facilities Information System

Attachment 1
Definitions and Abbreviations

(Sheet 3 of 3)

PAR - Protective Action Recommendation

PC - Personal Computer

PPADs - Personal Protective Action Decisions

SERO - Station Emergency Response Organization

SSS - Security Shift Supervisor

TEDE - Total Effective Dose Equivalent

TIC - Technical Information Coordinator

TSC - Technical Support Center

Attachment 2
Responsibilities

(Sheet 1 of 2)

1. Control Room Director of Station Emergency Operations (CR-DSEO)

   The CR-DSEO is responsible for the following activities, which cannot be delegated, until relieved by the EOF DSEO:

   - Assuming command and control of station emergency response
   - Classifying events
   - Authorizing off-site notifications
   - Initiating station emergency response
   - Authorizing mitigation and repair activities
   - Approving evacuations
   - Authorizing emergency exposures
   - Approving off-site Protective Action Recommendations
   - Issuing KI

2. Manager of Control Room Operations (MCRO)

   The MCRO is responsible for the following activities:

   - Recommending corrective actions to the ADTS
   - Providing current plant status to the ADTS
   - Recommending event classification changes to the ADTS
   - Coordinating actions to mitigate degradation of plant systems with the ADTS
   - Coordinating Control Room actions and equipment operability and repair team activities with the MOSC

Attachment 2
Responsibilities
(Sheet 2 of 2)

3. Station Duty Officer (SDO)

   The SDO is responsible for assisting the CR-DSEO by:

   - Notifying the NRC of the event via the ENS line
   - Assisting the Emergency Communicator in making notifications (e.g., Resident Inspector, Agencies) (2)
   - Assisting with precautionary dismissal, evacuation, or assembly of personnel

4. Emergency Communicator (2)

   The Emergency Communicator is responsible for making off-site notifications.

5. Radiological Monitoring Team (RMT) #1

   The RMT #1 is responsible for the following activities:

   - Providing Control Room habitability and additional health physics support
   - Conducting in-plant surveys and analyzing samples

6. Chemistry Technicians

   The Chemistry Technicians are responsible for the following activities:

   - Providing Chemistry support
   - Conducting initial dose assessments

7. Control Room Data Coordinator (CRDC)

   The CRDC is responsible for the following activities:

   - Activating OFIS
   - Retrieving required plant parameter data
   - Maintaining a chronological log of events in the Control Room

08/20/02
Approval Date

09/03/02
Effective Date

Procedure Action Request

Document No.: MP-26-EPI-FAP01	Writer: Lisa Sinopoli	Rev. No. 001	Minor Rev. 02

Title: Control Room Emergency Operations

For New Documents Document is QA ☐ DH Title:

☐ Revision ☒ Minor Revision ☐ Cleanup Revision ☐ Biennial Review

☐ Cancel ☐ Void (Do Not Use) ☐ Expire ☐ Superceded By: ____

Comments: ☐ Administrative Correction FLS: ____

~~CR-03-00929~~ CR-03-01242

~~AR 03000501-03, AR 03000155-02~~

Includes FAP01-001, Rev. 001-03; FAP01-002, Rev. 001-02; FAP01-004, Rev. 000-01; FAP01-003, Rev. 001-01

Reviews		Print	Sign	Date	Department
	☐				
	☐				
	☐				
RCD	☒	K. Burgess	KBurgess	2/18/03	EPD
E-Plan-50 54(q)	☒	K. Burgess	KBurgess	2/4/03	EPD
Environmental Screen	☒	See Attached Form	KBurgess	2/4/03	EPD
Licensing Basis (50.59 Screen Req. ☐ Yes ☐ No)	☐				
Tech Independent	☒	J. Fuller		2/18/03	NTD

Validation	☒ None	☐ Field - Use MP-05-DC-SAP01-004	☐ Simulated Performance - Use MP-05-DC-SAP01-004	☐ Table Top and Walk-through	☐ Comparison
(minimum of two)	Print	Sign	Date	Dept	
Coordinator					
Member					

Training: ☒ None ☐ Nuclear Training ☐ Briefing ☐ Familiarization

☒ SQR Review and Approval

Approval ☒ Disapproval ☐

Thomas Hagey 3-4-03
(1) SQR Sign/Date

Peter A Fuller 3/23/03
(2) Department Head Approval Sign

☐ SORC Review and Approval

N/A
(1) Department Head Sign/Date

(2) SORC Meeting Number

(3) SORC Approval Sign

☐ Department Head Review and Approval

N/A
(1) Department Head Approval Sign

Approval Date: 3/23/03 **Effective Date:** 4/1/03

3/23/03
Approval Date

4/1/03
Effective Date

Control Room - Director of Station Emergency Operations (CR-DSEO)

NOTE

If the applicable unit is Unit 1, the Unit 2 SM/CFH will classify the event and become the CR-DSEO. (1)

Section A: Emergency Response Immediate Actions

1. Evaluate the conditions using EPI-FAP06, "Classification and PARs."
   - ☐ Notify the SDO and Emergency Communicator to report to the control room and provide a briefing. (3)
   - ☐ Review the EAL tables:
     - For Unit 1, EPI-FAP06-001
     - For Unit 2, EPI-FAP06-002
     - For Unit 3, EPI-FAP06-003
   - ☐ Evaluate the status of the fission product barriers.
2. Declare the emergency.
   - ☐ Announce the emergency declaration level and time to the CR staff and assume the role of CR-DSEO.

NOTE

Offsite notification shall be accomplished within 15 minutes of an emergency event classification.

- ☐ Direct the Emergency Communicator to initiate offsite notifications per EPI-FAP07, "Notifications and Communications." (3)

3. Go To the applicable section and perform the immediate actions.
   - ☐ Unusual Event ..... Section B
   - ☐ Alert ..... Section C
   - ☐ Site Area Emergency ..... Section D
   - ☐ General Emergency ..... Section E

Section B: Unusual Event Immediate Actions

1. Notifications

- ☐ Notify the unaffected unit control room of the event.

NOTE

During a security event, it may *not* be advisable to sound an alarm or make a PA announcement.

- ☐ IF the event involves a situation where site personnel should be sheltered, Refer To EPI-FAP08, "Evacuation and Assembly," Sheltering, and perform actions.
  - ☐ WHEN appropriate, announce termination of sheltering.
- ☐ IF sheltering actions are not being conducted, perform the following:
  - ☐ Activate the outside speakers.
  - ☐ Review the wording for the station notification message and announce the following over the station PA system:

    Attention all personnel; attention all personnel. An Unusual Event has been declared at (*Unit #*) due to (*brief description of event* _____). All members of the SERO stand by for further instructions. All other personnel continue with your present duties.

  - ☐ Repeat the PA message.
- ☐ Log time of announcement on EPI-FAP15-012, "SERO Log Sheet."
- ☐ Review and approve the Incident Report Form (IRF) for transmittal.
- ☐ Refer To EPI-FAP15-001, "DSEO/ADTS Briefing Sheet," and complete.
- ☐ IF the emergency event occurs off-hours (6:00pm to 4:00am) or on weekends, direct SDO to voice-record EPI-FAP15-001 information and fax completed form to EOF and TSC.

(2)

Section B: Unusual Event Immediate Actions

2. NRC Notification

   ☐ Direct the SDO to notify the NRC via the ENS.

   ☐ Verify the Emergency Communicator or SDO has contacted the resident inspector. ③

3. Loss of Power

   ☐ IF event is Loss of Off-Site Power (LOP), evaluate what loads are being carried and what loads are necessary.

   ☐ Within 4 hours of the LOP, evaluate the need to order emergency diesel generator fuel to extend on-site capacity and direct on-shift person to order fuel, as required.

4. IF no upgrade to classification is warranted, Go To Section F, "Routine and Follow-up Actions."

Section C: Alert Immediate Actions

1. Notifications

- ☐ Notify the unaffected unit control room of the event.
- ☐ Request Security to restrict site access and notify Waterford Police and CT State Police to prepare for a precautionary dismissal, as appropriate.

(2)

NOTE

Hazardous conditions or Security-related events may impact the ability to move personnel. If these conditions exist, it may be better to shelter personnel on site. During a security event, it may *not* be advisable to sound an alarm or make a PA announcement.

- ☐ IF the event involves a situation where site personnel should be sheltered, Refer To EPI-FAP08, "Evacuation and Assembly," Sheltering, and perform actions.
  - ☐ WHEN appropriate, announce termination of sheltering.
  - ☐ WHEN appropriate, conduct full SERO activation and precautionary dismissal, as applicable.

(2)

- ☐ IF sheltering actions are not being conducted, perform the following:
  - ☐ Activate the outside speakers.
  - ☐ Review the wording for the station notification message and announce the following over the station PA system:

    Attention all personnel; attention all personnel. An Alert has been declared at (*Unit #*) due to (*brief description of event*).

  - ☐ IF the designated emergency response facilities are available, announce the following:

    All on-duty SERO members report to your designated emergency response facility. All off-duty SERO members report to your designated Assembly Area.

(2)

Section C: Alert Immediate Actions

- ☐ IF either the EOF OR the TSC is unavailable, announce the following:

  The (EOF) (TSC) is unavailable at this time. All on-duty SERO members who report to the (EOF) (TSC), report to your backup locations. All off-duty SERO members report to your backup Assembly Area. (2)

- ☐ Repeat the PA message(s).

- ☐ Log time of announcement on EPI-FAP15-012.

- ☐ Review and approve the Incident Report Form (IRF) for transmittal.

- ☐ Refer To EPI-FAP15-001, "DSEO/ADTS Briefing Sheet," and complete.

- ☐ IF the emergency event occurs off-hours (6:00pm to 4:00am) or on weekends, direct SDO to voice-record EPI-FAP15-001 information and fax completed form to EOF and TSC.

2. NRC Notification

   - ☐ Direct the SDO to notify the NRC via the ENS.

   - ☐ Verify the Emergency Communicator or SDO has contacted the resident inspector. (3)

3. Precautionary Dismissal

> **CAUTION**
>
> Precautionary dismissal may **NOT** be desired during certain events (e.g., Security-related). These actions should be reviewed periodically and implemented as quickly as possible after the threat has been resolved.

   - ☐ IF precautionary dismissal is not desired due to the nature of the event (e.g., Security-related, weather), consider postponing until threat has been resolved. (2)

   - ☐ IF no constraints exist, Refer To EPI-FAP08, "Evacuation and Assembly," and conduct a precautionary dismissal, as events warrant.

4. IF no upgrade to classification is warranted, Go To Section F, "Routine and Follow-up Actions."

Section D: Site Area Emergency Immediate Actions

1. Notifications

- ☐ Notify the unaffected unit control room of the event.

- ☐ Request Security to restrict site access.

> **NOTE**
>
> Hazardous conditions or Security-related events may impact the ability to move personnel. If these conditions exist, it may be better to shelter personnel on site. During a security event, it may *not* be advisable to sound an alarm or make a PA announcement.

(2)

- ☐ IF the event involves a situation where site personnel should be sheltered, Refer To EPI-FAP08, "Evacuation and Assembly," Sheltering, and perform actions.
  - ☐ WHEN appropriate, announce termination of sheltering.
  - ☐ WHEN appropriate, conduct full SERO activation and evacuation, as applicable.

(2)

- ☐ IF sheltering actions are not being conducted, perform the following:
  - ☐ Activate the outside speakers.

> **CAUTION**
>
> Implementation of station evacuation shall not be delayed unless constraints are in place (e.g., Security-related) and doing so creates a threat to personnel safety.

(2)

  - ☐ Review the wording for the station notification message and announce the following over the station PA system:

    **Attention all personnel; attention all personnel. A Site Area Emergency has been declared at (*Unit # ____*) due to (*brief description of event*
    ____
    ________________).**

  - ☐ IF the designated emergency response facilities are available, announce the following: (2)

    All on-duty SERO members report to your designated emergency response facility. All off-duty SERO members report to your designated Assembly Area.

Section D: Site Area Emergency Immediate Actions

- ☐ IF the EOF OR TSC is unavailable, announce the following over the station PA system:

  The (EOF)(TSC) is unavailable at this time. All on-duty SERO members who report to the (EOF)(TSC), report to your backup locations. All off-duty SERO members report to your backup Assembly Area. (2)

- ☐ Repeat the PA message(s).

☐ Log time of announcement on EPI-FAP15-012.

☐ Review and approve the Incident Report Form (IRF) for transmittal.

CAUTION

Station evacuation may not be desired during certain events (e.g., Security-related). (2)

☐ IF station evacuation could endanger plant personnel, consider the following:

- Defer actions until the threat has been resolved.
- WHEN threat has been resolved, perform evacuation and accountability as quickly as possible.

☐ Refer To EPI-FAP08, "Evacuation and Assembly," and conduct evacuation.

☐ Refer To EPI-FAP15-001, "DSEO/ADTS Briefing Sheet," and complete.

☐ IF the emergency event occurs off-hours (6:00pm to 4:00am) or on weekends direct SDO to voice-record EPI-FAP15-001 information and fax completed form to EOF and TSC.

2. NRC Notification

   ☐ Direct the SDO to notify the NRC via the ENS.

   ☐ Verify the Emergency Communicator or SDO has contacted the resident inspector. (3)

3. IF no upgrade to classification is warranted, Go To Section F, "Routine and Follow-up Actions."

Section E: General Emergency Immediate Actions

1. Notifications

- ☐ Notify the unaffected unit control room of the event.
- ☐ Request Security to restrict site access.

NOTE

Hazardous conditions or Security-related events may impact the ability to move personnel. If these conditions exist, it may be better to shelter personnel on site. During a security event, it may *not* be advisable to sound an alarm or make a PA announcement.

(2)

- ☐ IF the event involves a situation where site personnel should be sheltered, Refer To EPI-FAP08, "Evacuation and Assembly," Sheltering, and perform actions.
  - ☐ WHEN appropriate, announce termination of sheltering.
  - ☐ WHEN appropriate, conduct full SERO activation and evacuation, as applicable.

(2)

- ☐ IF sheltering actions are not being conducted, perform the following:
  - ☐ Activate the outside speakers.

CAUTION

Implementation of station evacuation shall not be delayed unless constraints are in place (e.g., Security-related) and doing so creates a threat to personnel safety.

(2)

- ☐ Review the wording for the station notification message and announce the following over the station PA system:

  Attention all personnel; attention all personnel. A General Emergency has been declared at (*Unit #___*) due to (*brief description of event* _____).

- ☐ IF the designated emergency response facilities are available, announce the following:

  All on-duty SERO members report to your designated emergency response facility. All off-duty SERO members report to your designated Assembly Area.

(2)

Section E: General Emergency Immediate Actions

- ☐ IF the EOF OR TSC is unavailable, announce the following over the station PA system: (2)

  The (EOF)(TSC) is unavailable at this time. All on-duty SERO members who report to the (EOF)(TSC), report to your backup locations. All off-duty SERO members report to your backup Assembly Area.

  - ☐ Repeat the PA message(s).

- ☐ Log time of announcement on EPI-FAP15-012.

- ☐ Review and approve the Incident Report Form (IRF) for transmittal.

NOTE

The State must be notified within 15 minutes after a decision is made to issue a PAR.

- ☐ Review and develop PARs in accordance with EPI-FAP06, "Classification and PARs."
- ☐ IF PARs are warranted, issue them in accordance with EPI-FAP06-005, "Control Room Protective Action Recommendations." (2)

Section E: General Emergency Immediate Actions

- ☐ IF the status of the fission product barriers or offsite radiological or meteorological conditions change, perform the following: (3)
  - Evaluate the impact on PARs per EPI-FAP06, "Classification and PARs."
  - Provide changes to PARs to the State, as appropriate (non-delegable).

CAUTION

Station evacuation may not be desired during certain events (e.g., Security-related).

- ☐ IF station evacuation could endanger plant personnel, consider the following: (2)
  - Defer actions until the threat has been resolved.
  - WHEN threat has been resolved, perform evacuation and accountability as quickly as possible.
- ☐ Refer To EPI-FAP08, "Evacuation and Assembly," and conduct evacuation.
- ☐ Refer To EPI-FAP15-001, "DSEO/ADTS Briefing Sheet," and complete.
- ☐ IF the emergency event occurs off-hours (6:00pm to 4:00am) or on weekends, direct SDO to voice-record EPI-FAP15-001 information and fax completed form to EOF and TSC.

2. NRC Notification
   - ☐ Direct the SDO to notify the NRC via the ENS.
   - ☐ Verify the Emergency Communicator or SDO has contacted the resident inspector. (3)

Section F: Routine and Follow-up Activities

NOTE

The initial stages of any emergency may require CR personnel to perform several required tasks. If necessary, the CR-DSEO has the authority to reassign tasks (other than classification, PARs, and emergency exposure dose extensions) to other available CR individuals.

☐ 1. Log all activities and decisions on EPI-FAP15-012, "SERO Log Sheet."

☐ 2. IF a release of radioactive material is in progress or is imminent, direct the Chemistry Technician to perform initial on-shift dose assessment.

☐ 3. IF any of the following was deferred, consider performing at this time: (2)

- SERO activation and/or facility activation
- Precautionary dismissal
- Evacuation
- Accountability

☐ 4. Continuously evaluate or direct the evaluation of the EAL tables and fission product barriers for changes in event status.

☐ 5. Ensure the NRC is notified within 60 minutes of any event classification and whenever significant changes in conditions occur during the emergency.

☐ 6. Ensure follow-up notifications are routinely provided to the State and local agencies as appropriate.

☐ 7. IF the status of the fission product barriers or offsite radiological or meteorological conditions change, perform the following:

- Evaluate the impact on PARs per EPI-FAP06, "Classification and PARs."
- Provide changes to PARs to the State, as appropriate (non-delegable).

☐ 8. IF necessary, authorize extended emergency exposure limits (dose > 5 Rem is expected) in accordance with EPI-FAP09-001, "Increased Radiation Exposure Authorization," and log any extensions on SERO Log Sheet (non-delegable).

Section F: Routine and Follow-up Activities

- ☐ 9. IF suspension of safeguards and §50.54(x) action is invoked, ensure that the NRC is notified of the departure as soon as possible (but within one hour) using the ENS.
- ☐ 10. Direct the RMT #1 to perform control room and plant habitability surveys and sampling.
- ☐ 11. IF necessary, issue KI tablets to control room staff in accordance with EPI-FAP09-003, "KI Tablet Issue Authorization and Tracking Sheet," and log time of issue on SERO Log Sheet (non-delegable). ①
- ☐ 12. Conduct periodic briefings with the control room staff.
- ☐ 13. IF events have been controlled to the point where termination of the emergency can be considered, Refer To EPI-FAP06, "Classification and PARs," for guidance.

Section G: Transfer of Command and Control

NOTE

Activation of the EOF and TSC/OSC should occur within 60 minutes of SERO notification.

During certain events (e.g., Security-related, toxic gases) immediate SERO activation may be deferred because of the threat to plant personnel. This could prevent activation of facilities within 60 minutes. (2)

The control room may transfer certain response functions (such as team dispatch, notification, etc.) to TSC or EOF individuals before the facilities are declared activated, provided command and control is maintained by the CR-DSEO.

It is preferred that turnover with the ADTS and the on-call DSEO be conducted at the same time but events may occur which require separate turnovers to be completed.

☐ 1. IF precautionary dismissal, and/or evacuation and accountability have been deferred due to certain constraints (e.g., Security-related, weather), perform the following: (2)

- Discuss constraints with the EOF DSEO and the ADTS.
- Consider whether deferred actions can be performed.

☐ 2. Conduct turnover with the EOF DSEO and the ADTS.

NOTE

For a Unit 1 event, the Unit 2 CR-DSEO becomes the MCRO. (1)

☐ 3. Upon formal relief by the DSEO, record turnover date and time in the logbook.

☐ 4. Conduct a briefing with the EOF DSEO and ADTS using EPI-FAP15-001, "DSEO/ADTS Briefing Sheet."

☐ 5. Go To EPI-FAP01-002, "Manager of Control Room Operations."

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Signature Print Date

08/20/02
Approval Date

09/03/02
Effective Date

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☐ Revision ☒ Minor Revision ☐ Cleanup Revision ☐ Biennial Review

☐ Cancel ☐ Void (Do Not Use) ☐ Expire ☐ Superceded By: ____

☐ Administrative Correction FLS: _____

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~~AR 03000501-03, AR 03000155-02~~

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Reviews		Print	Sign	Date	Department
	☐				
	☐				
	☐				
RCD	☒	K. Burgess	KBurgess	2/18/03	EPD
E-Plan-50.54(q)	☒	K. Burgess	KBurgess	2/4/03	EPD
Environmental Screen	☒	See Attached Form	KBurgess	2/4/03	EPD
Licensing Basis (50.59 Screen Req. ☐ Yes ☐ No)	☐				
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	Print	Sign	Date	Dept
Coordinator				
Member				

Training: ☒ None ☐ Nuclear Training ☐ Briefing ☐ Familiarization

☒ SQR Review and Approval

Approval ☒ Disapproval ☐

Thomas Sluyter 3-4-03
(1) SQR Sign/Date

Patrick A Sheehy 3/23/03
(2) Department Head Approval Sign

☐ SORC Review and Approval

N/A
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N/A
(1) Department Head Approval Sign

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3/23/03
Approval Date

4/1/03
Effective Date

Manager of Control Room Operations (MCRO)

This form provides guidance to the MCRO once the DSEO in the EOF has assumed command and control of the event.

Section A: Ongoing Activities

NOTE

Any personnel dispatched outside the control room during an emergency are considered a 'team'.

- ☐ 1. Notify the ADTS of any teams dispatched from the control room.
- ☐ 2. Log events on FAP15-012, "SERO Log Sheet," and periodically review entries for accuracy and completeness. ②
- ☐ 3. Assess plant conditions and initiate corrective actions, as necessary.
- ☐ 4. Evaluate plant conditions and recommend classification changes to ADTS using EPI-FAP06, "Classification and PARs."
- ☐ 5. Periodically, or whenever significant changes in plant conditions occur, brief control room personnel on:
  - Plant status
  - Event classification
  - Operational priorities
  - SERO status (i.e. SERO control transferred to the EOF, MOSC resource needs, etc.)
  - Changing radiological conditions
- ☐ 6. Update the ADTS on the following:
  - Event assessment
  - Requested actions
  - Associated priorities
  - Control room activities in progress
- ☐ 7. Direct RMT #1 to assess on-site radiological conditions and perform HP actions to support on-shift personnel.

Section A: Ongoing Activities

- ☐ 8. As appropriate, direct the following on-shift personnel to report to the MOSC to support in-plant corrective actions.
  - RMT #1
  - Chemistry Technicians
- ☐ 9. As appropriate, direct non-essential control room personnel (i.e., PEO) to the OSC Assembly Area.
- ☐ 10. Monitor plant conditions, strategies, and procedures for beyond design basis actions needed to protect the health and safety of the public.
- ☐ 11. IF necessary, Refer To and implement Section B, "Accident Management Decision Making - 50.54(X)."
- ☐ 12. IF requested by the ADTS, Refer To EPI-FAP08, "Evacuation and Assembly," and perform actions for site assembly and evacuation.

Section B: Accident Management Decision Making - 50.54(x)

- ☐ 1. Identify scope and departure of the action.
- ☐ 2. IF time permits, obtain verbal or written approval on the strategy and procedure from the available senior SERO representative (i.e., DSEO, ADTS) using EPI-FAP02-012, "TSC Emergency Repair/Procedure Change/Assessment Recommendations," for guidance.
- ☐ 3. IF time does not permit discussion with the ADTS or DSEO, perform the following:
  - Take the departure actions necessary to protect the public or station personnel.
  - Inform the ADTS as soon as possible of the action.
- ☐ 4. Log the 10 CFR 50.54(x) actions taken.

Prepared by: _____ _____ _____

Signature Print Date

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Comments: ☐ Administrative Correction FLS: _____

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Reviews		Print	Sign	Date	Department
	☐				
	☐				
	☐				
RCD	☒	K. Burgess	KBurgess	2/18/03	EPD
E-Plan-50.54(q)	☒	K. Burgess	KBurgess	2/4/03	EPD
Environmental Screen	☒	See Attached Form	KBurgess	2/4/03	EPD
Licensing Basis (50.59 Screen Req. ☐ Yes ☐ No)	☐				
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(minimum of two)	Print	Sign	Date	Dept
Coordinator				
Member				

Training: ☒ None ☐ Nuclear Training ☐ Briefing ☐ Familiarization

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Approval ☒ Disapproval ☐
[signature] 3-4-03
(1) SQR Sign/Date
[signature] 3/23/03
(2) Department Head Approval Sign

☐ SORC Review and Approval
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(2) SORC Meeting Number
(3) SORC Approval Sign

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3/23/03
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4/1/03
Effective Date

Station Duty Officer (SDO)

This form provides guidance to the SDO for emergency response actions during a declared emergency.

Section A: Initial Actions

☐ 1. Notify CR-DSEO of arrival and obtain briefing.

☐ 2. IF the emergency event is occurring off hours (6:00pm to 4:00am) or on a weekend, prepare an audix recording of the DSEO/ADTS Briefing Sheet as follows:

a) Obtain a copy of EPI-FAP15-001, "DSEO/ADTS Briefing Sheet," from the CR-DSEO.

b) Complete as much information as possible.

c) Obtain additional information from the CR-DSEO and complete the form as much as necessary.

NOTE

1. It is imperative that the NRC be notified within 60 minutes of event declaration. Preparing the audix recording must be done expeditiously. As the 60-minute mark is being approached, the number one priority switches to NRC notification.
2. There is a 5 minute maximum recording time for the message.
3. If an item is missed, do not re-record.

d) Record information from EPI-FAP15-001 on audix as follows:

1) Dial x4371.

2) Enter x4330# and password 37369# (DSEO9).

3) Enter "1" to record a message.

4) Read the information from the Briefing Sheet.

5) When complete, enter # to approve.

6) When prompted to enter extensions and # sign, enter *5#.

7) When prompted to enter list I.D. and # sign, enter 1#.

8) When prompted to enter extensions, enter #.

9) When prompted to send, enter #.

10) Hang up the phone.

11) Dial x4371.

12) Enter x4330# and password 37369#.

13) Enter "2" to retrieve message and verify message was sent.

e) Fax copy of EPI-FAP15-001 to EOF and TSC.

☐ 3. IF requested, assist the CR-DSEO with precautionary dismissal or evacuation in accordance with EPI FAP08, "Evacuation and Assembly."

☐ 4. IF necessary, contact and brief the unaffected unit Shift Manager of the event.

NOTE

NRC must be notified within 60 minutes of event classification.

☐ 5. Notify the NRC Operations Center per EPI-FAP07, "Notifications and Communications," and if requested, maintain continuous communications.

☐ 6. Assist Emergency Communicator in performing other initial notifications such as: (1)

- NRC Resident
- Non-responding offsite agencies
- Richmond Control Center Security Specialist
- Other

☐ 7. Notify SSS (CAS) of any restrictions on SERO access into the protected area to staff the ERFs.

☐ 8. IF directed by CR-DSEO, issue station announcements.

☐ 9. Maintain a log of significant events and communications on the SERO Log Sheet.

Section B: Recurring Actions

☐ 1. Assist the CR-DSEO or MCRO, as requested.

☐ 2. Evaluate the need for outside agency assistance and Refer To EPI-FAP07, "Notifications and Communications," for additional information.

☐ 3. IF outside assistance is required, notify SSS to provide escort.

☐ 4. Maintain continuous communications with the NRC through the ENS, as required.

☐ 5. Perform turnover of NRC ENS communications with the MOC following EOF activation.

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Reviews		Print	Sign	Date	Department
	☐				
	☐				
	☐				
RCD	☒	K. Burgess	KBurgess	2/18/03	EPD
E-Plan-50.54(q)	☒	K. Burgess	KBurgess	2/4/03	EPD
Environmental Screen	☒	See Attached Form	KBurgess	2/4/03	EPD
Licensing Basis (50.59 Screen Req. ☐ Yes ☐ No)	☐				
Tech Independent	☒	J. Fuller	[signature]	2/18/03	NTD

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Coordinator				
Member				

Training: ☒ None ☐ Nuclear Training ☐ Briefing ☐ Familiarization

☒ SQR Review and Approval
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[signature] 3-4-03
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Control Room Emergency Communicator

(1)

This form provides guidance to the Emergency Communicator for emergency response actions during a declared emergency.

Section A: Initial Actions

☐ 1. Notify CR-DSEO of presence and obtain a briefing.

Section B: Recurring Activities

☐ 1. Refer To EPI-FAP07, "Notifications and Communications," and perform off-site notification and updates, as directed.

☐ 2. When directed to contact back-up personnel, Refer To and review EPI-FAP15-013, "Fitness For Duty Questionnaire," with backups to ensure FFD criteria are met.

Section C: Transferring Notification to the EOF

1. Discuss the following items:
   - ☐ Event status
   - ☐ Plant conditions (stable, degrading)
   - ☐ Control Room turnover status (CR-DSEO)
   - ☐ IRF status (indicate time initial form sent and when updates are due)
   - ☐ Schedule for future or pending notifications (e.g., update messages, NRC follow-up).
   - ☐ ERDS activation status
   - ☐ Support needed to page or contact additional resources
   - ☐ Outside agencies requested (list agencies as appropriate)
2. When ready to conduct turnover, ensure the following:
   - ☐ CR Emergency Communicator has logged off ENRS
   - ☐ EOF Emergency Communicator has logged onto ENRS

(1)

Prepared by: _____ (Signature) _____ (Print) _____ (Date)

Docket Nos. 50-245
50-336
50-423
B18874

Attachment 2

Millstone Power Station, Unit Nos. 1, 2 and 3

Emergency Procedures Implementing (EPI) Functional Administrative Procedure (FAP)
MP-26-EPI-FAP02
"Technical Support Center Activation and Operation"
and Associated Forms

08/20/02
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	☐				
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RCD	☒	K. Burgess	KBurgess	2/18/03	EPD
E-Plan-50 54(q)	☒	K. Burgess	KBurgess	2/4/03	EPD
Environmental Screen	☒	See Attached Form	KBurgess	2/4/03	EPD
Licensing Basis (50.59 Screen Req ☐ Yes ☐ No)	☐				
Tech Independent	☒	J. Fuller		2/18/03	NTO

Validation	☒ None	☐ Field - Use MP-05-DC-SAP01-004	☐ Simulated Performance - Use MP-05-DC-SAP01-004	☐ Table Top and Walk-through	☐ Comparison
(minimum of two)	Print	Sign	Date	Dept	
Coordinator					
Member					

Training: ☒ None ☐ Nuclear Training ☐ Briefing ☐ Familiarization

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Tom Lyons 3-18-03
(1) SQR Sign/Date
Patricia Lucky 3/24/03
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Functional Administrative Procedure

Millstone Station

Technical Support Center Activation and Operation

MP-26-EPI-FAP02

Rev. 001-01

Approval Date: 3/24/03

Effective Date: 3/27/03

STOP THINK ACT REVIEW

TABLE OF CONTENTS

1. PURPOSE

1.1 Objective

This procedure provides guidance to Station Emergency Response Organization (SERO) personnel who report to the Technical/Operations Support Center (TSC/OSC) during an event.

1.2 Applicability

Activation of the TSC/OSC is initiated upon declaration of an ALERT, State Posture Code Charlie-One, or higher event.

1.3 Supporting Documents

EPI-FAP08, "Evacuation and Assembly"

EPI-FAP09, "Radiation Exposure Controls"

EPI-FAP12, "Thermal Hydraulic Evaluation"

EPI-FAP15, "Common Forms"

OP 3315E, "Technical Support Center Ventilation"

SDI 612, "Security Reports"

SEP 5041, "Security During Emergencies"

SEP 5034, "Medical Emergencies"

C OP 204, "Response to Medical Emergencies"

RPM 1.5.4, "Response to a Contaminated Injured Person"

1.4 Discussion

1.4.1 Control and Limitations of TSC Ventilation and Capacity

The TSC/OSC ventilation system is designed for 20 persons. Capacity may be exceeded (40 people for up to 6 hours) without exceeding CO_2 limits for team briefings, turnovers, ALARA, or if TSC/OSC is monitored.

1.4.2 10 CFR 50.54(x) Invocation

a. As discussed in the Statements of Consideration to 10 CFR Part 50, emergencies can arise during which compliance with a license condition or a Technical Specification could prevent necessary action by the licensee to protect the public health and safety. Absolute compliance with the license during these emergencies can be a barrier to effective protective action.

b. Unanticipated circumstances can occur during the course of an emergency which may call for responses different from any previously considered during the course of licensing. Special circumstances requiring a deviation from license requirements are not necessarily limited to transients or accidents not analyzed in the licensing process. Special circumstances can arise during emergencies involving multiple equipment failures or coincident accidents where plant emergency procedures could be in conflict with or not applicable to the circumstances. In addition, an accident can take a course different from that which was addressed when the emergency procedure was written, thus requiring a protective response at variance with a procedure required to be followed by the licensee which may ultimately be contrary to current Technical Specifications or the license condition.

c. 10 CFR 50.54(x) will permit the licensee to take reasonable action in an emergency even though the action departs from licensing conditions or plant Technical Specifications. This action may only be taken however, if the following criteria are met:

- The action is immediately needed to protect the public health and safety, including plant personnel.
- No action consistent with the license conditions and Technical Specifications is immediately apparent that can provide adequate or equivalent protection.
- As a minimum, a licensed senior operator approves the action.

d. Applicability Determination

The NRC can amend Technical Specifications or license conditions. The §50.54(x) regulation is not intended to apply in circumstances where time allows this normal process to be followed. The regulation applies only to those emergency situations in which immediate action is required by the licensee to protect public health and safety and this action is contrary to a Technical Specification or license condition.

Operating outside the boundaries of approved procedures or in the absence of procedures does not in and of itself meet the threshold for invocation of §50.54(x). Also, the existence of a safety analysis (§50.59) conducted for the purpose of determining whether an unreviewed safety question exists is not sufficient to determine whether application of §50.54(x) is appropriate. §50.54(x) is not intended for use as a general regulatory protective shield for all actions not addressed by current procedures. Even after §50.54(x) has been invoked, each subsequent action taken must be evaluated for §50.54(x) applicability with all necessary approvals and notifications being made for each invocation, as appropriate.

Additionally, the §50.54(x) and (y) amendments were not written for the purpose of establishing procedures and guidance (such as Severe Accident Management Guidelines (SAMG)) that may be useful at some future date (e.g., preplanning and contingency actions). The determination to discontinue following plant operating procedures and/or EOP, and to begin following SAMG, by itself, does not constitute a departure from a license condition or Technical Specification and, therefore, does not require invocation of §50.54(x). Note however, it is possible that the first action directed during SAMG implementation may actually require §50.54(x) invocation.

The threshold for invocation is met only if the action being taken is not consistent with current license conditions and Technical Specifications. Additionally, the action must meet the time and safety dependent criteria previously discussed. Then and only then should the invocation of §50.54(x) be considered for approval.

e. Approval

A licensed senior operator position is the minimum level within the organization, not the only position, authorized to approve invocation of §50.54(x). 10 CFR 50.54(y) states, "Licensee action permitted by paragraph (x) of this section shall be approved, as a minimum, by a licensed senior operator..." This wording makes it clear that such action must be approved by at least a licensed senior operator acting for the licensee. The regulation focuses on the responsibilities of facility licensees and only peripherally includes licensed senior operators. Under the provision any licensed senior operator (licensed for the Unit involved) would be sufficient. However, during declared emergencies more senior licensee personnel would eventually become available. The decision to depart from the license would then pass to these more senior personnel already identified in the Emergency Plan.

Ultimate responsibility for the health and safety of the general public and station personnel in an emergency resides in the highest authority in the chain of command. The persons responsible for the health and safety of the general public and station personnel are already identified in the facility license and implementing procedures. These persons include the ADTS and the DSEO following emergency response facility activation. If however, an emergency should occur on a backshift, no licensee representative higher than a licensed senior operator in the chain of command is likely to be available. Therefore, the departure from a license condition or Technical Specification requires the approval of a licensed senior operator as a minimum.

To require any additional approvals or concurrence, such as from senior licensee representatives or the NRC, would defeat the purpose of §50.54(x). Concurrence or approval from the NRC is also not necessary, as this action would amount to a license amendment using procedures contrary to those existing for amendments. NRC concurrence would additionally shift the burden of responsibility for station safety from the licensee to the NRC.

f. Reportability

Deviations authorized pursuant to 10 CFR 50.54(x) are reportable as soon as practical and in all cases within one hour under 10 CFR 50.72(b)(1)(i)(B), or 10 CFR 50.73(a)(2)(i)(C), if not reported simultaneously with emergency notification under 10 CFR 50.72(a). When time permits, the notification is made before the protective action is taken; otherwise, it is made as soon as possible thereafter. Additionally, a Licensee Event Report will be generated and submitted to the NRC within 30 days.

g. Subsequent Actions

Following invocation of 50.54(x) and notification of the NRC, actions are taken as soon as practical to restore the plant to full compliance with Technical Specifications and all conditions of license.

1.4.3 On-Site Personnel Protective Action Decisions (PPADs)

The implementation of PPADs is an important function of the TSC/OSC. These PPADs include: evacuating or relocating on-site personnel, providing access control to on-site areas, issuing Potassium Iodide (KI), and/or radiological controls.

1.4.4 Control of On-Site Technical, Operational, Assessment, and Repair Staffs

The TSC/OSC provides an emergency response facility to control the on-site technical, operational, assessment and repair staffs. This includes performing analysis of plant conditions and corrective actions, providing guidance to the control room regarding returning the plant to a safe condition, providing accident management guidance, and prioritizing assessments for damage, repair and radiological activities.

Once an Alert or higher emergency is declared, Site Fire Protection relocates from Bldg. 410 (ROB) to the OSCAA. In the event of a fire, hazmat, or medical event after SERO activation, Site Fire Protection will be mobilized from the OSCAA. Request for dispatch could come directly from the Control Room via plant page or radio or from the TSC. Site Fire Protection should be considered a team and briefed accordingly. However, there is a need to dispatch Site Fire Protection as quickly as possible, given the nature of the events in progress. An HP Technician and/or OSC Assistant should be dispatched with Site Fire Protection to provide the communications interface back to the OSCAA. Site Fire Protection and the Fire Brigade Advisor should maintain their normal communication interfaces with the Control Room for fire, hazmat, or medical events. (1)

Firewatch posts are automatically suspended upon declaration of an Alert or higher declaration. Firewatch personnel would follow instructions for non-essential personnel. After activation of the TSC, the ADTS will discuss the need for reestablishing Firewatch posts with the MCRO.

1.4.5 Definitions and abbreviations are contained in Attachment 1. Responsibilities are contained in Attachment 2.

2. INSTRUCTIONS

2.1 Refer To and complete the following, as applicable:

NOTE

Steps in the position specific checklists may be performed in any order, or more than once, as necessary.

- EPI-FAP02-001, "Assistant Director Technical Support (ADTS)"
- EPI-FAP02-002, "TSC Shift Manager (TSCSM)"
- EPI-FAP02-003, "Manager of Radiological Consequences Assistant (MRCA)"
- EPI-FAP02-004, "RMT #2 (NAP-HP and SAP-HP)"
- EPI-FAP02-005, "Radiological Communicator - TSC"
- EPI-FAP02-006, "Manager of Technical Support Center (MTSC)"
- EPI-FAP02-007, "Technical Support Center Reactor Engineer (TSCRE)"
- EPI-FAP02-008, "Technical Support Center Electrical Engineer (TSCEE)"
- EPI-FAP02-009, "Technical Support Center Mechanical Engineer (TSCME)"
- EPI-FAP02-010, "Accident Management Team (AMT)"
- EPI-FAP02-011, "Manager of Security (MOS)"
- EPI-FAP02-012, "TSC/OSC Emergency Repair/Procedure Change/Assessment Recommendations"

2.2 IF an action is not appropriate under existing conditions or was not necessary for the event, enter N/A when completing documentation for submittal.

3. SUMMARY OF CHANGES

3.1 Revision 001-01

3.1.1 Clarified reference to "all-call" vs. "subject-to-call."

3.1.2 Deleted reference to AMT-mechanical engineer.

3.1.3 Added information on Site Fire Protection activities during an emergency event. (CR-03-01689)

3.2 Revision 001

3.2.1 Biennial Review

3.2.2 Section 1.4.2.d, added acronym - SAMG

3.2.3 Attachment 1, added Charlie-one and Charlie-two definition

3.2.4 Attachment 1, added SAMG to abbreviation list

3.2.5 Attachment 2, added acronyms for 1 through 11

Attachment 1
Definitions and Abbreviations

(Sheet 1 of 2)

Definitions

Activation - All functions, minimum staffing requirements, and turnovers have been completed and the senior SERO position in the facility declares it active.

Alpha or Bravo - State of Connecticut posture codes issued with a GENERAL EMERGENCY classification. A technical basis for developing a PAR as a result of that classification.

Charlie-One - State of Connecticut posture code issued with an ALERT classification.

Charlie-Two - State of Connecticut posture code issued with a SITE AREA EMERGENCY classification.

Minimum Staff - Positions in the facility which are necessary before activation may occur.

Mission Specific Exposure Limits - Specific exposure limits based on job task assignments for emergency team members.

Plant Condition - A technical basis for developing a PAR as a result of actual or imminent loss of all 3 fission product barriers, or based on high containment radiation levels.

Unmonitored Release - A suspected or actual release of radioactive material to the environment without passing through an operational process or radiation monitor.

Abbreviations

ADEOF - Assistant Director Emergency Operations Facility

ADTS - Assistant Director Technical Support

AMRDA - Assistant Manager of Radiological Dose Assessment

CDE - Committed Dose Equivalent for the thyroid (usually in units of Rem)

CR-DSEO - Control Room Director of Station Emergency Operations

EAL - Emergency Action Level

EOF - Emergency Operations Facility

ERF - Emergency Response Facility

IRF - Incident Report Form

KI - Potassium Iodide

Attachment 1
Definitions and Abbreviations

(Sheet 2 of 2)

LAN - Local Area Network

MCRO - Manager of Control Room Operations

MOS - Manager of Security

MRDA - Manager of Radiological Dose Assessment

MTSC - Manager of Technical Support Center

OFIS - Off-Site Facilities Information System

OSC - Operations Support Center

PCs - Protective Clothing

PPADs - Personal Protective Action Decisions

SAMG - Severe Accident Management Guidelines

SERO - Station Emergency Response Organization

SSS - Security Shift Supervisor

TIC - Technical Information Coordinator

TSC - Technical Support Center

Attachment 2
Responsibilities
(Sheet 1 of 3)

1. Assistant Director Technical Support (ADTS)

   The ADTS is responsible for directing and managing the MCRO, MTSC, MOSC, MRCA, and MOS. The ADTS reports to and assists the DSEO. The ADTS is responsible for the following:

   - Providing event classification input to the DSEO
   - Prioritizing damage assessment and repair activities of the TSC and OSC
   - Coordinating and directing the TSC and OSC, and providing guidance to the control room(s)
   - Returning the facility to a safe configuration
   - Authorizing emergency reentry into radiological areas for assessment, repair, or search and rescue
   - Authorizing emergency exposure upgrades up to 25 rem TEDE for emergency workers inside the Protected Area
   - Authorizing the use of Potassium Iodide (KI) for emergency workers inside the Protected Area
   - Evaluation of conditions and direction of entry into Severe Action Management Guidelines with the support of the MCRO

2. TSC Shift Manager (TSCSM)

   The TSCSM reports to the ADTS in the TSC. The TSCSM is responsible for:

   - Maintaining communications with the Control Room.
   - Monitoring EAL tables and providing classification and barrier status recommendations to ADTS
   - Monitoring Control Room progress in Emergency Operating Procedures (EOPs)
   - Providing support to TSC personnel for determining success paths.

3. Manager of Radiological Consequence Assessment (MRCA)

   The MRCA reports to the ADTS in the TSC. The MRCA is responsible for:

   - Providing radiological guidance and support for site evacuation and emergency teams
   - Coordinating on-site radiological surveys and assessment
   - Informing the ADTS of abnormal or transient on-site radiation levels and conditions and recommending PPADs to the ADTS
   - Advising the ADTS regarding authorizing exposure limit increase for emergency workers
   - Providing recommendations to the ADTS for issuance of Potassium Iodide (KI) to emergency workers on-site

4. Radiological Monitoring Team #2 (RMT #2)

RMT #2 reports to the MRCA in the TSC. Responsible for providing evacuee monitoring at the NAP and SAP, and performing on-site surveys, collecting radiological samples or providing HP support as assigned.

5. Manager of Technical Support Center (MTSC)

The MTSC reports to the ADTS. The MTSC is responsible for the following:

- Analyzing plant conditions and status
- Providing critical plant parameter information to the ADTS
- Resolving existing and potential engineering and technical problems to mitigate the consequences of the event
- Determining emergency event cause and corrective actions
- Developing action plans to mitigate emergency conditions
- Supervising the Accident Management Team (AMT) in performing analysis of plant conditions and corrective actions
- Providing technical support to the ADTS, MCRO, and MOSC
- Developing procedures or 10 CFR 50.54(x) deviations for approval
- Coordinating activities with the unaffected units

6. Technical Support Center Reactor Engineer (TSCRE)

The TSC Reactor Engineer reports to the MTSC. The TSC Reactor Engineer is responsible for reactivity management guidance and assistance of the AMT with thermal hydraulic calculations.

7. Technical Support Center Electrical Engineer (TSCEE)

The TSC Electrical Engineer reports to the MTSC. The TSC Electrical Engineer is responsible for providing the MTSC with electrical engineering and general support.

8. Technical Support Center Mechanical Engineer (TSCME)

The TSC Mechanical Engineer reports to the MTSC. The TSC Mechanical Engineer is responsible for providing the MTSC mechanical engineering and general support.

Attachment 2
Responsibilities

(Sheet 3 of 3)

9. Accident Management Team Leader and Thermal-Hydraulics Engineer

The AMTL reports to the MTSC. The AMT members report to the AMTL. The AMT is responsible for analyzing thermal hydraulic response of the plant and assisting the MTSC in developing accident response strategies, including severe accident management efforts.

10. Manager of Security (MOS)

The MOS reports to the ADTS in the TSC. The MOS is responsible for the following:

- Station security and access control
- Personnel accountability
- Personnel evacuation and assembly
- Security escorts.

The MOS also provides security support for the following, as needed:

- Emergency operations
- Search and rescue teams
- Reentry and recovery operations

11. Radiological Communicator (RADCOM)

The RADCOM reports to the MRCA and is responsible for:

- Communicating with on-site RMTs
- Updating status boards
- Providing necessary assistance to the ARPS

08/20/02
Approval Date

09/03/02
Effective Date

Procedure Action Request

Document No.: MP-26-EPI-FAP02	Writer: Lisa Sinopoli	Rev. No. 001	Minor Rev. 00 01

Title: Technical Support Center Activation and Operation KB 3/3/03

For New Documents Document is QA ☐ DH Title:

☐ Revision ☒ Minor Revision ☐ Cleanup Revision ☐ Biennial Review
☐ Cancel ☐ Void (Do Not Use) ☐ Expire ☐ Superceded By: ____

Comments: ☐ Administrative Correction FLS: _____

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Includes FAP02-001, Rev. 001-03; ~~FAP02-003, Rev. 000-01; FAP02-011, Rev. 000-02~~
cr-03-01689

Reviews		Print	Sign	Date	Department
	☐				
	☐				
	☐				
RCD	☒	K. Burgess	K Burgess	2/18/03	EPD
E-Plan-50.54(q)	☒	K. Burgess	K Burgess	2/4/03	EPD
Environmental Screen	☒	See Attached Form	K Burgess	2/4/03	EPD
Licensing Basis (50.59 Screen Req. ☐ Yes ☐ No)	☐				
Tech Independent	☒	J. Fuller	J Fuller	2/18/03	NTO

Validation (minimum of two)	☒ None ☐ Field - Use MP-05-DC-SAP01-004 ☐ Simulated Performance - Use MP-05-DC-SAP01-004 ☐ Table Top and Walk-through ☐ Comparison			
	Print	Sign	Date	Dept
Coordinator				
Member				

Training: ☒ None ☐ Nuclear Training ☐ Briefing ☐ Familiarization

☒ SQR Review and Approval
Approval ☒ Disapproval ☐
Tom Rogers 3-18-03
(1) SQR Sign/Date
Barbara Lucky 3/24/03
(2) Department Head Approval Sign

☐ SORC Review and Approval
N/A
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(3) SORC Approval Sign

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3/24/03
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Assistant Director Technical Support (ADTS)

This form provides guidance to the ADTS for emergency response actions during a declared emergency that activates the SERO.

Section A: TSC/OSC Activation/Initial Actions

NOTE

TSC/OSC activation is not required to provide immediate support to the control room.

- ☐ 1. Key into TSC/OSC.
- ☐ 2. Sign in on TSC/OSC Staffing Board.
- ☐ 3. Obtain a copy of the Incident Report Form (IRF) from the fax machine or Control Room.
- ☐ 4. Obtain additional information from the following, as necessary:
  - Voice mail box
  - Additional faxes
- ☐ 5. Initiate a log of significant events and communications on EPI-FAP15-012, "SERO Log Sheet," and log date and arrival time.
- ☐ 6. Check TSC/OSC and OSCAA SERO response status as follows:
  - Verify minimum facility staff is present.
  - IF minimum staffing is not present, determine the ability of the SERO to activate as is and proceed as appropriate (i.e., all functional areas staffed).
- ☐ 7. Contact CRDSEO and discuss any significant changes since event declaration and obtain status of onsite protective actions and emergency team deployment.
- ☐ 8. Refer To EPI-FAP15-001 "DSEO/ADTS Briefing Sheet" and obtain a briefing from the control room (CRDSEO or MCRO) and the DSEO in the EOF.
- ☐ 9. Formally relieve the CRDSEO of emergency team deployment and onsite protective action responsibilities and log the date and time of relief.
- ☐ 10. Declare the TSC/OSC and OSCAA activated and record activation time on the SERO Log Sheet.
- ☐ 11. Brief the TSC/OSC on plant status and control room priorities.

Section A: TSC/OSC Activation/Initial Actions

NOTE

The CR-DSEO may have chosen *not* to perform a precautionary dismissal or evacuation due to the nature of the event (e.g., Security related). These actions should be implemented as quickly as achievable when the threat has been resolved. (1)

☐ 12. IF the precautionary dismissal or evacuation was not performed by the CRDSEO prior to turnover and no constraints exist, Direct CR to implement EPI-FAP08, "Evacuation and Assembly." (1)

Section B: Routine Activities

☐ 1. Track the response of additional Minimum Staffing and Full Staffing positions and direct the MOR to contact personnel for unfilled positions. (2)

☐ 2. Direct non-assigned TSC/OSC personnel to go to the OSC Assembly Area.

☐ 3. Establish TSC/OSC priorities and direct the initial response.

☐ 4. Notify the DSEO of any recommended changes in event classification or barrier status.

- IF conditions change, Refer To EPI-FAP06, "Classification and PARs," for the affected unit and immediately recommend classification changes to the DSEO, as appropriate.
- WHEN the DSEO escalates the event classification, inform personnel in the TSC/OSC and OSC Assembly Area.

NOTE

An evacuation and assembly may not be performed if doing so poses a threat to personnel safety. Sheltering may be the desired response. (1)

☐ 5. IF Site Area Emergency or General Emergency is declared and no constraints exist, Direct Control Room to implement EPI-FAP08, "Evacuation and Assembly."

☐ 6. Update the DSEO on the status and priority of assessment and repair activities.

Section B: Routine Activities

☐ 7. Direct and approve on-site PPADs considering the following:

- IF time permits, discuss logistics for the on-site PPADs with the MTSC, MOSC, MOS, and MRCA.
- IF there is a potential for an airborne radiological release affecting the TSC/OSC, announce that there will be no eating or drinking until further habitability is verified within the facilities.
- IF there is a localized emergency (security, high radiation, fire), include its type and location in an announcement and instruct personnel to stand clear of the area.
- Inform the DSEO of any implemented on-site PPADs.

☐ 8. Refer To EPI-FAP02-012, "TSC/OSC Emergency Repair/Procedure Change/ Assessment Recommendations," and authorize departure from normal station operations and maintenance procedures (50.54x activities). ③

☐ 9. Develop strategies with the MTSC to address the following:

- Prevention of severe core damage
- Increasing time to core uncovery
- Prevention of containment failure
- Reduction and/or termination of radiological releases to the environment

☐ 10. Contact the MCRO and discuss the following: ③

- Re-establishment of Firewatch posts
- Procedure development for outside design basis operations
- TSC/OSC Priorities
- Core thermal hydraulic analysis and time to core uncovery
- Entry into Severe Accident Management Guidelines
- Projected plant system degradation and event conditions

☐ 11. Establish the following emergency assessment and repair actions:

- Repair/evaluation priorities
- Estimated repair times
- Need to authorize mission specific emergency exposure upgrades to 25 Rem TEDE
- Authorization for work assignments and reentry

☐ 12. Notify the DSEO of §50.54(x) use and of the requirement to notify the NRC of the departure as soon as possible.

Section B: Routine Activities

- ☐ 13. Provide the DSEO with current and projected analyses of plant conditions and status on a routine basis.
- ☐ 14. Verify the MOSC has requested Site Fire Protection initiate monitoring of CO_2 levels in the TSC/OSC.
- ☐ 15. Brief the NRC Site Team of actions taken and planned upon their arrival in the TSC/OSC.

Section C: Emergency Exposure Controls

- ☐ 1. IF notified by the MRCA that implementation of EPI-FAP09, "Radiation Exposure Controls," is needed for emergency exposure increases or issuing KI to on-site SERO emergency workers, perform the following:
  - Evaluate the emergency condition.
  - IF KI is warranted, inform the DSEO that KI will be issued to on-site SERO emergency workers.
  - IF exposure upgrades up to 25 Rem are required, inform DSEO of increase.
  - IF exposure upgrades greater than 25 Rem are required, obtain DSEO approval.
  - Refer To EPI-FAP09-003 and sign and date appropriate form, indicating approval.
- ☐ 2. Coordinate the release of contaminated person from site to a designated decontamination location.

Section D: Event Termination and Recovery Actions

- ☐ 1. Monitor affected unit conditions and recommend termination to Recovery actions to the DSEO when appropriate.
- ☐ 2. IF long term damage to the plant has not occurred, perform the following:
  - Brief TSC/OSC on plant conditions allowing termination.
  - Direct TSC/OSC staff to return facilities to pre-emergency state of readiness.
  - Record SERO termination in logbook.
- ☐ 3. IF long term damage to the plant has occurred and Recovery option is selected, perform the following:
  - Brief TSC/OSC on plant conditions and entry into Recovery.
  - Refer To and implement EPI-FAP14, "Recovery."
  - Record SERO termination in logbook.

Prepared By: _____ _____ _____

Signature Print Date

02/27/03
Approval Date

03/07/03
Effective Date

Procedure Action Request

Document No.: MP-26-EPI-FAP02-003	Writer: Lisa Sinopoli Initiator Tom Rigney	Rev. No. 000	Minor Rev. 01

Title: Manager of Radiological Consequence Assessments (MRCA)

For New Documents: Document is QA ☐ DH Title:

☐ Revision ☒ Minor Revision ☐ Cleanup Revision ☐ Biennial Review

☐ Cancel ☐ Void (Do Not Use) ☐ Expire ☐ Superceded By: ____

Comments: ☐ Administrative Correction FLS: _____

CR-03-01689

Associated ARs

Reviews		Print	Sign	Date	Department
	☐				
	☐				
ENVIRON. SCREEN	☒	TOM RIGNEY	Tom Rigney	3-17-03	EPD
E-Plan-50.54(q)	☒	TOM RIGNEY	Tom Rigney	3-17-03	EPD
RCD	☒	TOM RIGNEY	Tom Rigney	3-17-03	EPD
WC 9 Att 3 Req. ☐ Yes ☒ No	☐				
Licensing Basis (50.59 Screen Req. ☐ Yes ☒ No)	☐				
Tech Independent	☒	MARK WHITE	Mark White	3/18/03	EPD

Validation	☒ None ☐ Field - Use MP-05-DC-SAP01-004 ☐ Simulated Performance - Use MP-05-DC-SAP01-004 ☐ Table Top and Walk-through ☐ Comparison			
(minimum of two)	Print	Sign	Date	Dept
Coordinator				
Member				

Training: ☒ None ☐ Nuclear Training ☐ Briefing ☐ Familiarization

☒ **SQR Review and Approval**

Approval ☒ Disapproval ☐

Kathleen Burgess 3/18/03
(1) SQR Sign/Date

Patrick A Fuller 3/18/03
(2) Department Head Approval Sign

☐ **SORC Review and Approval**

N/A
(1) Department Head Sign/Date

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(3) SORC Approval Sign

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(1) Department Head Approval Sign

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Manager of Radiological Consequence Assessments (MRCA)

This form provides guidance to the MRCA for emergency response actions during a declared emergency that activates the SERO.

Section A: Initial Actions

- ☐ 1. Key into TSC.
- ☐ 2. Sign in on TSC Staffing Board.
- ☐ 3. Obtain a briefing from the ADTS and MOSC.
- ☐ 4. Initiate a log of significant events and communications on EPI-FAP15-012, "SERO Log Sheet," log date and arrival time.
- ☐ 5. Ensure communications are established with the following personnel to determine event conditions and exposure potential for SERO members:
  - RMT #1
  - ARPS
  - MOS
  - EOF RADCOM
  - RMT #2 (NAP/SAP)
- ☐ 6. Direct the ARPS to assign HP Tech to conduct habitability for the TSC/OSC
- ☐ 7. Contact the FTDC and request any extra HP Technicians who responded to the EOF be sent to the OSCAA or other needed locations (e.g., NAP, SAP, etc.). ①

Section B: Recurring Activities

- ☐ 1. If exposure upgrade or KI is needed, Refer To and implement EPI-FAP09, "Radiation Exposure Controls."
- ☐ 2. Upon receipt of air sample data, from the Control Room, perform the following:
  - If less than 30 minutes after the reactor trip, go to Section G and determine recommended PPADs.
  - If greater than 30 minutes after the reactor trip, go to EPI-FAP09-005.

Section A: Initial Actions

- ☐ 3. Notify ADTS of recommended PPADs such as:
  - Relocation of an ERF (i.e., OSC AA, Control Room, CAS)
  - Use of KI
  - Security force relocation
  - Access control of affected areas of buildings
- ☐ 4. Notify the following of the appropriate level of radiation protection measures needed for personnel in the field:
  - MCRO
  - MOSC
  - Unaffected Control Room Shift Managers
  - MOS
- ☐ 5. WHEN isotopic analysis for measured I-131 is received, Refer To Section G and revise recommended PPADs, as necessary.
- ☐ 6. Ensure additional HP staff are available to perform the following tasks:
  - Habitability surveys (Control Rooms, EOF, TSC/OSC and OSC AA)
  - EOF Decontamination facility set-up and operation
  - EOF HP Control Point (portal monitor) monitoring
  - EOF Count room set-up and operation
  - Constant air monitor (CAMS-3 or equivalent) startup
- ☐ 7. IF CAMs are *not* operable OR alarm, direct collection of grab samples at intervals warranted by any of the following,:
  - Probability of release
  - Expected magnitude and duration of release
  - Release source, path, and wind direction
  - Observed air sample results or trends
  - Indications from other radiation monitors
  - MRCA judgement
- ☐ 8. Request additional HP staff from MOR, as necessary.
- ☐ 9. Direct MOS and MOR to establish controls for personnel responding to the station.
- ☐ 10. Review adequacy of PPADs.
- ☐ 11. Ensure the MOC is receiving radiological data in response to NRC requests.

Section A: Initial Actions

- ☐ 12. Provide guidance to MOR for coordinating radiological control of on-site food and water supplies.

- ☐ 13. Consult with MRDA and MOR to determine need for off-site assistance for radiological monitoring and decontamination activities.

- ☐ 14. Determine if personnel require the following:

  Whole body count

  Medical referral (i.e., bioassays or hospitalization)

NOTE

If personnel are in hazardous areas or plant conditions are rapidly changing, communications with personnel should be maintained every 15-30 minutes. If conditions are more stable, communications may be maintained hourly or as dictated by the situation.

- ☐ 15. Inform HP staff of plant conditions, classification, and protective actions.

- ☐ 16. Ensure notifications for emergency exposures in excess of 4.5 Rem have been performed in accordance with EPI-FAP09, "Exposure Controls."

Section C: Control of On-Site Radiological Monitoring Teams

- ☐ 1. Ensure on-site RMTs and emergency repair teams are briefed on the following:
  - Plant conditions (current and projected)
  - Radiological conditions (current and projected)
  - Meteorological conditions (current and projected)
  - Survey locations
  - Low background areas
  - Access routes
  - Exposure limits and turnback values
  - Backup telephone number to TSC/OSC

Section C: Control of On-Site Radiological Monitoring Teams

NOTE

On-site teams may be deployed from the CR or OSC AA very early in the event. HP Technicians may also be deployed with emergency repair teams.

☐ 2. Designate on-site RMTs as follows:

- Label the first RMT #1 as "RMT #1 A."
- Label the second RMT #1 AS "RMT #1 B."
- Label RMT #2 located at NAP as "RMT NAP."
- Label RMT #2 located at SAP as "RMT SAP."

☐ 3. Ensure the on-site Radiological Survey board is maintained current as survey results are reported by on-site RMTs.

☐ 4. Direct on-site RMTs to transport samples to onsite count rooms or the EOF for analysis, as necessary.

NOTE

The MRCA may deligate responsibility for I-131 calculations. It is recommended that results be communicated to the MRDA and ARPS.

☐ 5. Refer To and complete EPI-FAP09-005, "Calculation of I-131 Activity Worksheet Based on HP-210 Count," as necessary.

☐ 6. Refer To and complete EPI-FAP09-006, "Thyroid CDE Based on Field Air Samples," as necessary.

☐ 7. Provide ADTS, EOF RADCOM and OSC ARPS with on-site radiological survey results, paying particular attention to those areas where repair teams may be dispatched to implement mitigation strategies.

Section D: Sheltering, Evacuation, and Assembly

NOTE

If the potential exists for an increase in internal or external dose to personnel, the MRCA may recommend sheltering or evacuation of an area at any time. I-131 levels referenced in steps 1 and 2 are equal to 10 x DAC and 500 x DAC respectively. (1)

☐ 1. IF radiation dose rates > 10 mRem/hr TEDE or I-131 levels > 2.0 E-7 µCi/cc, recommend ADTS consider evacuation of affected areas. (1)

☐ 2. IF radiation dose rates > 500 mRem/hr TEDE or I-131 levels > 1.0E-5 µCi/cc, recommend the ADTS direct evacuation of affected areas. (1)

Section E: Security Force and On-Site RMT Protection

☐ 1. IF protective measures are warranted, notify the following to advise their personnel:

- MOS
- ARPS
- MCRO

☐ 2. Recommend protective measures consistent with station security and monitoring requirements for personnel assigned to the following functions:

- Access road and parking lot traffic control
- EOF access
- Training building
- Monitoring teams
- Other personnel required to perform tasks in increased radiation level areas

☐ 3. Recommend measures to reduce exposure (ALARA) to affected managers and personnel.

Section F: Contaminated Individuals

☐ 1. Assign personnel to assist in the following activities:

- Decontamination of individuals at designated locations
- Transport of injured or contaminated personnel to treatment facilities
- Decontamination

☐ 2. Refer To RPM 1.5.4, "Response to a Contaminated Injured Person," for the transportation of contaminated individuals.

☐ 3. Notify MRDA/EOF HP of contaminated individuals as deemed necessary.

Section G: Results of 5 Minute Silver Zeolite Air Samples @ 2.0 cfm Using E-140, HP-210, DIG-5

Net Counts * (24 sec count)	DEQ I-131 (µCi/cc)	Thyroid CDE (if inhaled for 1 hr)	Recommended Protective Actions for CR Personnel
≥ 5,000	≥ 7.7×10^{-6}	≥ 10 rem	1. Evacuate non-essential personnel 2. Don respiratory protection 3. Send cartridge for isotopic analysis within 1 hour
≥ 24,000	≥ 3.8×10^{-5}	≥ 50 rem	Above actions plus: If iodine concentrations are confirmed by isotopic analysis, issue KI per EPI-FAP09
> 95,000 or off-scale	> 1.5×10^{-4}	> 200 rem	Above action plus: Evacuate all CR personnel, as necessary.
* The information in this column is to be used only during the first 3o minutes following a reactor trip.			

Section H: Termination

☐ 1. Ensure the Rad Communicators account for all on-site RMTs and secure the on-site Radio Net System.

☐ 2. Send emergency worker dosimetry records to HP.

☐ 3. Update exposure records.

☐ 4. Collect all forms completed by personnel that report to the MRCA.

☐ 5. Record SERO termination in MRCA Logbook.

Prepared by: _____ _____ _____

Signature Print Date

02/27/03
Approval Date

03/07/03
Effective Date

Procedure Action Request

Document No.: MP-26-EPI-FAP-02-005	Writer: Lisa Sinolpoli Initiator Tom Rigney	Rev. No. 000	Minor Rev. 01

Title: Radiological Communicator - TSC

For New Documents: Document is QA ☐ DH Title:

☐ Revision ☒ Minor Revision ☐ Cleanup Revision ☐ Biennial Review

☐ Cancel ☐ Void (Do Not Use) ☐ Expire ☐ Superceded By: ____

Comments: ☐ Administrative Correction FLS: _____

CR-03-01689

Associated ARs

Reviews		Print	Sign	Date	Department
	☐				
	☐				
ENVIRON. SCREEN	☒	TOM RIGNEY	Tom Rigney	3-17-03	EPD
RCD	☒	TOM RIGNEY	Tom Rigney	3-17-03	EPD
E-Plan-50.54(q)	☒	TOM RIGNEY	Tom Rigney	3-17-03	EPD
WC 9 Att 3 Req. ☐ Yes ☒ No	☐				
Licensing Basis (50.59 Screen Req. ☐ Yes ☒ No)	☐				
Tech Independent	☒	MARK WHITE		3/18/03	EPD

Validation	☒ None	☐ Field - Use MP-05-DC-SAP01-004	☐ Simulated Performance - Use MP-05-DC-SAP01-004	☐ Table Top and Walk-through	☐ Comparison
(minimum of two)	Print	Sign	Date	Dept	
Coordinator					
Member					

Training: ☐ None ☐ Nuclear Training ☐ Briefing ☒ Familiarization

☒ **SQR Review and Approval**

Approval ☒ Disapproval ☐

Kathleen Burgess 3/18/03
(1) SQR Sign/Date

Patrick Fuller 3/18/03
(2) Department Head Approval Sign

☐ **SORC Review and Approval**

N/A
(1) Department Head Sign/Date

(2) SORC Meeting Number

(3) SORC Approval Sign

☐ **Department Head Review and Approval**

N/A
(1) Department Head Approval Sign

Approval Date: 3/18/03 **Effective Date:** 3/21/03 (EM) 3/20/03

3/18/03
Approval Date

3/21/03
Effective Date

Radiological Communicator - TSC

This form provides guidance to the Radiological Communicator (RADCOM) for emergency response events that activate the SERO.

Section A: Initial Actions

- ☐ 1. Sign in on TSC/OSC Staffing Board.
- ☐ 2. Notify the MRCA of arrival and obtain event conditions and status update.
- ☐ 3. Initiate a log of significant events and communications on EPI-FAP15-012, "SERO Log Sheet," log date and arrival time.
- ☐ 4. Check radio for operability.
- ☐ 5. Establish communications (radio) with the following:
  - RMT #1 (affected control room)
  - RMT #2 (NAP and SAP)
  - ARPS
- ☐ 6. Check with the MOSC to determine if CO_2 monitoring has been arranged with Site Fire Protection.
  - IF monitoring has not been arranged, initiate CO_2 monitoring with CO_2 meter in supply cabinet.

(1)

Section B: Recurring Activities

- ☐ 1. Monitor radiological communications.
- ☐ 2. Immediately inform MRCA of significant radiological changes.
- ☐ 3. Notify on-site RMTs of relocation or protective actions as determined by MRCA.
- ☐ 4. Maintain Radiological status boards, as necessary.
- ☐ 5. Support TSC/OSC habitability monitoring and response actions.
  - Check TSC rad monitor.
  - Periodically conduct CO_2 monitoring in TSC and OSC.
  - Periodically check O_2 meter on floor of TSC. IF level is $\leq 20\%$, notify ADTS.

(1)

Section A: Initial Actions

- ☐ 6. Support TSC/OSC decontamination activities.
- ☐ 7. Support MRCA requests.

Prepared by: _____ _____ _____

Signature | Printed Name | Date

02/27/03
Approval Date

03/07/03
Effective Date

Procedure Action Request

Document No.: MP-26-EPI-FAP02-012	Writer: Lisa Sinopoli Initiator Tom Rigney	Rev. No. 000	Minor Rev. 01

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☐ Revision ☒ Minor Revision ☐ Cleanup Revision ☐ Biennial Review
☐ Cancel ☐ Void (Do Not Use) ☐ Expire ☐ Superceded By: ____

Comments: ☐ Administrative Correction FLS: _____
CR-03-01689

Associated ARs

Reviews		Print	Sign	Date	Department
	☐				
	☐				
ENVIRON. SCREEN	☒	TOM RIGNEY	Tom Rigney	3-17-03	EPD
RCD	☒	TOM RIGNEY	Tom Rigney	3-17-03	EPD
E-Plan-50.54(q)	☒	TOM RIGNEY	Tom Rigney	3-17-03	EPD
WC 9 Att 3 Req. ☐ Yes ☒ No	☐				
Licensing Basis (50.59 Screen Req. ☐ Yes ☒ No)	☐				
Tech Independent	☒	MARK WHITE		3/18/03	EPD

Validation	☒ None	☐ Field - Use MP-05-DC-SAP01-004	☐ Simulated Performance - Use MP-05-DC-SAP01-004	☐ Table Top and Walk-through	☐ Comparison
(minimum of two)	Print	Sign	Date	Dept	
Coordinator					
Member					

Training: ☒ None ☐ Nuclear Training ☐ Briefing ☐ Familiarization

☒ **SQR Review and Approval**
Approval ☒ Disapproval ☐
Kathleen Burgess 3/18/03
(1) SQR Sign/Date
Peter A Fuchs 3/18/03
(2) Department Head Approval Sign

☐ **SORC Review and Approval**
N/A
(1) Department Head Sign/Date
(2) SORC Meeting Number
(3) SORC Approval Sign

☐ **Department Head Review and Approval**
N/A
(1) Department Head Approval Sign

Approval Date: 3/18/03 **Effective Date:** 3/20/03 (21)

3/18/03
Approval Date

3/21 (or) 3/20/03
Effective Date

TSC/OSC Emergency Repair/Procedure Change/Assessment Recommendations

NOTE

This form is used for 50.54(x) implementation.

(1)

State plant conditions warranting the following recommendations/procedure change:
(for example: RWST low, containment pressure increasing, loss of power, etc.)

1. State recommendations for ADTS approval, identifying the scope and limitations of departure from existing procedure. (Attach supporting documents):

☐ Manager of Control Room Operations action:

☐ Manager of Operational Support Center action:

2. State implementation cautions (for example: personal safety risks).

3. State time constraints for action:

4. Is there time to convene a PORC to change implementation? (If YES, process normal change paperwork in parallel).

	YES	NO
	☐	☐

Prepared by: _____ _____ _____

_____ _____ _____

Approved by: _____ _____ _____
(ADTS or SRO)

Signature Print Date

Docket Nos. 50-245
50-336
50-423
B18874

Attachment 3

Millstone Power Station, Unit Nos. 1, 2 and 3

Emergency Procedures Implementing (EPI) Functional Administrative Procedure (FAP)
MP-26-EPI-FAP03-002
"Assistant Radiation Protection Supervisor (ARPS)"

02/27/03
Approval Date

03/07/03
Effective Date

Procedure Action Request

Document No.: MP-26-EPI-FAP03-002	Writer: Lisa Sinopoli Initiator Tom Rigney	Rev. No. 001	Minor Rev. 01

Title: Assistant Radiological Protection Supervisor (ARPS)

For New Documents: Document is QA ☐ DH Title:

☐ Revision ☒ Minor Revision ☐ Cleanup Revision ☐ Biennial Review

☐ Cancel ☐ Void (Do Not Use) ☐ Expire ☐ Superceded By: ____

Comments: ☐ Administrative Correction FLS: _____

CR-03-01689

Associated ARs

Reviews		Print	Sign	Date	Department
	☐				
	☐				
ENVIRON. SCREEN	☒	TOM RIGNEY	Tom Rigney	3-17-03	EPD
E-Plan-50.54(q)	☒	TOM RIGNEY	Tom Rigney	3-17-03	EPD
RCD	☒	TOM RIGNEY	Tom Rigney	3-17-03	EPD
WC 9 Att 3 Req. ☐ Yes ☒ No	☐				
Licensing Basis (50.59 Screen Req ☐ Yes ☒ No)	☐				
Tech Independent	☒	MARK WHITE	Mark White	3/18/03	EPD

Validation	☒ None ☐ Field - Use MP-05-DC-SAP01-004 ☐ Simulated Performance - Use MP-05-DC-SAP01-004 ☐ Table Top and Walk-through ☐ Comparison			
(minimum of two)	Print	Sign	Date	Dept
Coordinator				
Member				

Training: ☒ None ☐ Nuclear Training ☐ Briefing ☐ Familiarization

☒ SQR Review and Approval

Approval ☒ Disapproval ☐

Kathleen Burgess 3/18/03
(1) SQR Sign/Date

Patrick Fuller 3/18/03
(2) Department Head Approval Sign

☐ SORC Review and Approval

N/A
(1) Department Head Sign/Date

(2) SORC Meeting Number

(3) SORC Approval Sign

☐ Department Head Review and Approval

N/A
(1) Department Head Approval Sign

Approval Date: 3/18/03 **Effective Date:** 3/~~20~~21/03

3/18/03
Approval Date

3/21/03
Effective Date

Assistant Radiation Protection Supervisor (ARPS)

This form provides guidance to the ARPS on emergency response actions to be taken during a declared emergency that activates the SERO.

Section A: ARPS Initial Actions

- ☐ 1. Key into the OSC Assembly Area.
- ☐ 2. Obtain current plant and radiological status briefing from one of the following:
  - a) MRCA
  - b) MOSC
  - c) ADTS
- ☐ 3. Enter date and arrival time on the Log Sheet.
- ☐ 4. Establish and maintain a log of activities.
- ☐ 5. Assess habitability of the OSC AA.
- ☐ 6. Contact the following facilities and verify AMS-3 or radiological monitor is operational:
  - TSC/OSC
  - EOF
  - NAP/SAP
  - CAS
  - SAS
- ☐ 7. Assess radiation protection support needed for emergency teams deployed from the Control Room.
- ☐ 8. Direct the CBETS Operator identify available exposures for RMTs and emergency team personnel.
- ☐ 9. Based on minimum staffing needs and projected needs associated with the incident, request MOR call in additional HP Technicians and send them to the OSCAA. (1)

Section B: Recurring Actions

- ☐ 1. Monitor habitability of the TSC/OSC and OSC Assembly Area.
- ☐ 2. Refer To EPI-FAP15-010, "Emergency Team Briefing Sheet," and provide the following to emergency teams awaiting dispatch:
  - Radiological briefing
  - Equipment
  - HP Support
- ☐ 3. Notify the MRCA if an exposure upgrade is needed for any team member.
- ☐ 4. Work with the CBETS Operator and track SERO exposure.
- ☐ 5. Monitor exposure and radiological conditions identified by emergency teams deployed from the OSC AA.
- ☐ 6. Coordinate the implementation of Personnel Protective Action Decisions with the MRCA and MOSC.
- ☐ 7. Identify the need for additional resources to the MRCA.
- ☐ 8. Notify the MRCA of on-site radiological conditions and accumulated dose as reported by the deployed teams.

Prepared by: _____ _____ _____

Signature Print Date

Docket Nos. 50-245
50-336
50-423
B18874

Attachment 4

Millstone Power Station, Unit Nos. 1, 2 and 3

Emergency Procedures Implementing (EPI) Functional Administrative Procedure (FAP)
MP-26-EPI-FAP04
"Emergency Operations Facility Activation and Operation"
and Associated Forms

08/20/02
Approval Date

09/03/02
Effective Date

Procedure Action Request

Document No.: MP-26-EPI-FAP04	Writer: Lisa Sinopoli	Rev. No. 001	Minor Rev. 03

Title: Emergency Operations Facility Activation and Operation

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☐ Cancel ☐ Void (Do Not Use) ☐ Expire ☐ Superceded By: ____

Comments: ☐ Administrative Correction FLS: _____

~~CR-03-00929~~ CR-03-01242
~~AR 03000501-03~~
Includes FAP04-001, Rev. 001-02; FAP04-002, Rev. 000-02; ~~FAP04-003, Rev. 001-02;~~ FAP04-015, Rev. 000-01
FAP04-004, Rev. 001-01; ~~FAP04-013~~, Rev. 002-01; FAP04-011, Rev. 001-04

Reviews		Print	Sign	Date	Department
	☐				
	☐				
	☐				
RCD	☒	K. Burgess	K Burgess	2/18/03	EPD
E-Plan-50.54(q)	☒	K. Burgess	K Burgess	2/4/03	EPD
Environmental Screen	☒	See Attached Form	K Burgess	2/4/03	EPD
Licensing Basis (50.59 Screen Req. ☐ Yes ☐ No)	☐				
Tech Independent	☒	J. Fuller	[signature]	2/18/03	NTD

Validation (minimum of two)	☒ None ☐ Field - Use MP-05-DC-SAP01-004 ☐ Simulated Performance - Use MP-05-DC-SAP01-004 ☐ Table Top and Walk-through ☐ Comparison			
	Print	Sign	Date	Dept
Coordinator				
Member				

Training: ☒ None ☐ Nuclear Training ☐ Briefing ☐ Familiarization

☒ SQR Review and Approval

Approval ☒ Disapproval ☐

[signature] 3-11-03
(1) SQR Sign/Date

[signature]
(2) Department Head Approval Sign

☐ SORC Review and Approval

N/A
(1) Department Head Sign/Date

(2) SORC Meeting Number

(3) SORC Approval Sign

☐ Department Head Review and Approval

N/A
(1) Department Head Approval Sign

Approval Date: 3/24/03 **Effective Date:** 4/1/03

Functional Administrative Procedure

Millstone Station

Emergency Operations Facility Activation and Operation

MP-26-EPI-FAP04

Rev. 001-03

Approval Date: 3/24/03

Effective Date: 4/1/03

TABLE OF CONTENTS

1. PURPOSE

1.1 Objective

This procedure provides guidance to Station Emergency Response Organization (SERO) personnel who report to the Emergency Operations Facility (EOF) during an event.

1.2 Applicability

Activation of the EOF is initiated upon declaration of an ALERT, Posture Code Charlie-One, or higher event.

1.3 Supporting Documents

EPI-FAP01, "Control Room Emergency Operations"

EPI-FAP06, "Classification and PARs"

EPI-FAP07, "Notifications and Communications"

EPI-FAP08, "Evacuation and Assembly"

EPI-FAP09, "Radiation Exposure Controls"

EPI-FAP10, "Dose Assessment"

EPI-FAP11, "Core Damage Assessment"

EPI-FAP13, "News Releases"

EPI-FAP15, "Common Forms"

EPA-REF08B, "Millstone Emergency Plan Resource Book"

Meteorological Reference Manual for Support of Nuclear Plant Emergencies.

1.4 Discussion

1.4.1 Facility Activation

Facility activation should occur within 60 minutes of the time the SERO was notified. The EOF can be declared activated when the DSEO has relieved the CR-DSEO of command and control responsibilities AND minimum staffing requirements are met.

The DSEO has the discretion to relieve the CR-DSEO and authorize ERF activation with less than minimum staffing provided necessary functional areas are filled.

1.4.2 The major activities associated with the EOF are as follows:

- Event Classification and PARs- EPI-FAP06
- Event Notification and Communications - EPI-FAP07
- Radiological Dose Assessment/Sampling
- Exposure Control - EPI-FAP09
- Resources
- Rumor Control and News Releases - EPI-FAP13
- Coordination of Outside Agencies
- Recovery - EPI-FAP14

1.4.3 10 CFR 50.54(x) Invocation

a. As discussed in the Statements of Consideration to 10 CFR Part 50, emergencies can arise during which compliance with a license condition or a Technical Specification could prevent necessary action by the licensee to protect the public health and safety. Absolute compliance with the license during these emergencies can be a barrier to effective protective action.

b. Unanticipated circumstances can occur during the course of an emergency which may call for responses different from any previously considered during the course of licensing. Special circumstances requiring a deviation from license requirements are not necessarily limited to transients or accidents not analyzed in the licensing process. Special circumstances can arise during emergencies involving multiple equipment failures or coincident accidents where plant emergency procedures could be in conflict with, or not applicable to, the circumstances. In addition, an accident can take a course different from that which was addressed when the emergency procedure was written, thus requiring a protective response at variance with a procedure required to be followed by the licensee which may ultimately be contrary to current Technical Specifications or the license condition.

c. 10 CFR 50.54(x) will permit the licensee to take reasonable action in an emergency even though the action departs from licensing conditions or plant Technical Specifications. This action may only be taken, however, if the following criteria are met:

- The action is <u>immediately</u> needed to protect the public health and safety, including plant personnel.

- No action consistent with the license conditions and Technical Specifications is immediately apparent that can provide adequate or equivalent protection.

- As a minimum, a licensed senior operator approves the action.

d. Applicability Determination

The NRC can amend Technical Specifications or license conditions. The §50.54(x) regulation is not intended to apply in circumstances where time allows this normal process to be followed. The regulation applies only to those emergency situations in which immediate action is required by the licensee to protect public health and safety and this action is contrary to a Technical Specification or license condition.

Operating outside the boundaries of approved procedures or in the absence of procedures does not in and of itself meet the threshold for invocation of §50.54(x). Also, the existence of a safety analysis (§50.59) conducted for the purpose of determining whether an unreviewed safety question exists is not sufficient to determine whether application of §50.54(x) is appropriate. §50.54(x) is not intended for use as a general regulatory protective shield for all actions not addressed by current procedures. Even after §50.54(x) has been invoked, each subsequent action taken must be evaluated for §50.54(x) applicability with all necessary approvals and notifications being made for each invocation, as appropriate.

Additionally, the §50.54(x) and (y) amendments were not written for the purpose of establishing procedures and guidance (such as SAMG) that may be useful at some future date (e.g., preplanning and contingency actions). The determination to discontinue following plant operating procedures and/or EOPs, and to begin following SAMG, by itself, does not constitute a departure from a license condition or Technical Specification and, therefore, does not require invocation of §50.54(x). Note however, it is possible that the first action directed during SAMG implementation may actually require §50.54(x) invocation.

The threshold for invocation is met only if the action being taken is not consistent with current license conditions and Technical Specifications. Additionally, the action must meet the time and safety dependent criteria previously discussed. Then and only then should the invocation of §50.54(x) be considered for approval.

e. Approval

A licensed senior operator position is the minimum level within the organization, not the only position, authorized to approve invocation of §50.54(x). 10 CFR 50.54(y) states, "Licensee action permitted by paragraph (x) of this section shall be approved, as a minimum, by a licensed senior operator..." This wording makes it clear that such action must be approved by at least a licensed senior operator acting for the licensee. The regulation focuses on the responsibilities of facility licensees and only peripherally includes licensed senior operators. Under the provision, any licensed senior operator (licensed for the Unit involved) would be sufficient. However, during declared emergencies more senior licensee personnel would eventually become available. The decision to depart from the license would then pass to these more senior personnel already identified in the Emergency Plan.

Ultimate responsibility for the health and safety of the general public and station personnel in an emergency resides in the highest authority in the chain of command. The persons responsible for the health and safety of the general public and station personnel are already identified in the facility license and implementing procedures. These persons include the ADTS and the DSEO following emergency response facility activation. If however, an emergency should occur on a backshift, no licensee representative higher than a licensed senior operator in the chain of command is likely to be available. Therefore, the departure from a license condition or Technical Specification requires the approval of a licensed senior operator as a minimum.

To require any additional approvals or concurrence, such as from senior licensee representatives or the NRC, would defeat the purpose of §50.54(x). Concurrence or approval from the NRC is also not necessary, as this action would amount to a license amendment using procedures contrary to those existing for amendments. NRC concurrence would additionally shift the burden of responsibility for station safety from the licensee to the NRC.

f. Reportability

Deviations authorized pursuant to 10 CFR 50.54(x) are reportable as soon as practical and in all cases within one hour under 10 CFR 50.72(b)(1), or 10 CFR 50.73(a)(2)(i)(C), if not reported simultaneously with emergency notification under 10 CFR 50.72(a). When time permits, the notification is made before the protective action is taken; otherwise, it is made as soon as possible thereafter. Additionally, a Licensee Event Report will be generated and submitted to the NRC within 30 days.

g. Subsequent Actions

Following invocation of 50.54(x) and notification of the NRC, actions are taken as soon as practical to restore the plant to full compliance with Technical Specifications and all conditions of license.

1.4.4 Off-Site Radiological Communications

The radio control console located in the Radiological Dose Assessment Area will be used to support MRDA communications. The FTDC and the off-site RMTs will use this radio net to communicate radiation findings. The RMT vehicles maintained at the EOF are equipped with permanently mounted radios. The radio console at the EOF is monitored by the FTDC. Spare portable radios are stored at the EOF to issue to additional field teams or replace vehicle radios that malfunction.

Off-site teams may be assigned to monitor and report dose assessment findings which occur over water (Long Island Sound). RMT radios which operate on the off-site radiological communications frequency are installed in the Millstone Environmental boat.

1.4.5 Off-Site Radiological Monitoring

Off-site RMTs obtain samples for airborne radioactive contaminants and radiation dose rates for specific points and areas outside the Millstone Station protected area. Off-site RMTs are controlled by the MRDA, who transfers all or portions of this responsibility to the AMRDA or FTDC upon their arrival in the EOF. The goal of the FTDC or designee is to ensure the RMTs are deployed within 60 minutes of event notification.

The RMTs provide the off-site survey information necessary for the plume phase. Environmental Services and HP field teams perform environmental sampling during the intermediate and relocation/ingestion pathway phases. The thermoluminescent dosimeters (TLD) and air filters can also provide information to help determine the past integrated dose.

1.4.6 Definitions and abbreviation are contained in Attachment 1. Responsibilities are contained in Attachment 2.

2. INSTRUCTIONS

2.1 Refer To and complete the following, as applicable:

NOTE

The steps in the checklists may be performed in any order, or more than once, as necessary.

- EPI-FAP04-001, "Director of Station Emergency Operations (DSEO)"
- EPI-FAP04-002, "Assistant Director Emergency Operations Facility (ADEOF)"
- EPI-FAP04-003, "Manager Radiological Dose Assessment (MRDA)"
- EPI-FAP04-004, "Assistant Manager Radiological Dose Assessment (AMRDA)"
- EPI-FAP04-005, "Radiological Assessment Engineer (RAE)"
- EPI-FAP04-006, "Field Team Data Coordinator (FTDC)"
- EPI-FAP04-007, "Radiation Monitoring Team #3, #4, #5"
- EPI-FAP04-008, "Radiological Communicator - EOF"
- EPI-FAP04-009, "EOF HP Technician"
- EPI-FAP04-010, "Meteorological Assistant"
- EPI-FAP04-011, "Manager of Resources (MOR)"
- EPI-FAP04-012, "Public Information Technical Advisor (PITA) " (2)
- EPI-FAP04-013, "Manager of Communications (MOC)"
- EPI-FAP04-014, "Technical Information Communicator (TIC)"
- EPI-FAP04-015, "EOF Emergency Communicator" (3)
- EPI-FAP04-016, "Station Emergency Preparedness Representative (SEPR)"
- EPI-FAP04-017, "Regulatory Liaison"

2.2 IF an action is not appropriate under existing conditions or was not necessary for the event, enter N/A when completing documentation for submittal.

3. SUMMARY OF CHANGES

3.1 Revision 001-03

3.1.1 Changed reference to the Shift Technical (ST) to the Emergency Communicator.

3.1.2 Deleted reference to the External Resources Coordinator (ERC) throughout.

3.2 Revision 001-02

3.2.1 Administrative change. Changed Manager of Public Information (MPI) to Public Information Technical Advisor (PITA). (CR-02-11198)

3.2.2 Deleted news release approval for DSEO in Attachment 2 (CR-02-11198)

3.3 Revision 001-01

3.3.1 Deleted PASS definition from Attachment 1.

3.4 Revision 001

3.4.1 Modified document number in Section 1.3 to reflect MP-26-MMM.

3.4.2 Clarified in step 1.4.1 that DSEO relieves the CR-DSEO.

3.4.3 Changed "non-SERO" to "non-essential" in Attachment 1.

3.4.4 Clarified the TIC responsibilities in Attachment 2.

Attachment 1
Definitions and Abbreviations

Definitions

Alpha or Bravo Posture Code - A State response code that has expected or existing plant conditions relative to a radiological release as its basis. A technical basis for developing a PAR as a result of an EAL classification for all events short of the loss of all three fission product barriers, or high containment radiation.

Calculated Dose Rate (units of mRem/hr or Rem/hr) - A dose rate calculated for actual releases based on measured exposure rates from effluent monitor or survey readings (units of mR/hr or R/hr).

CDE - Committed Dose Equivalent for the thyroid (usually in units of Rem).

Measured Exposure Rate - Exposure rate based on field survey results (units of mR/hr or R/hr).

Operations Net - A communications network established for the TSC-SM, CRDC, TA, and TIC to apprise all Emergency Response Facilities of plant status and fast-breaking events; provide operational and technical input; and assist with classification.

Plant Conditions - A technical basis for developing a PAR as a result of actual or imminent loss of all three fission product barriers, or based on high containment radiation levels.

Precautionary Dismissal - A precautionary release of non-essential individuals from the site conducted at the ALERT classification. .

Protective Action Recommendation (PAR) - A recommended course of action to take that affects the general population. Issued to state and local decision makers for their consideration in making a protective action decision.

Projected Dose - A calculated exposure received over the duration of the accident. A technical basis for developing a PAR as a result of an ongoing radiological release that is projected on either a measured exposure rate, or a calculated exposure rate for an expected release (units of Rem).

TEDE - Total Effective Dose Equivalent (usually in units of Rem).

"What If" Dose - A theoretical dose projection based on the premise that the accident sequence in progress will result in the partial or total release of an assumed quantity of core inventory (usually in units of Rem).

Wind Direction - The three digit number indicating the degree bearing (000 and 360 being north, 180 being south) from which the wind is coming at the release elevation (Changes in wind direction may constitute the technical basis for updating a PAR).

Attachment 1
Definitions and Abbreviations

Abbreviations

ADEOF - Assistant Director Emergency Operations Facility

ADTS - Assistant Director Technical Support

AMRDA - Assistant Manager Radiological Dose Assessment

AMT - Accident Management Team

AMTL - Accident Management Team Leader

CAS - Central Alarm Station

CBETS - Computer Based Exposure Tracking System

CTMT - Containment

DEP - Department of Environmental Protection

DSEO - Director of Station Emergency Operations

EAL - Emergency Action Level

EAS - Emergency Alerting System

EDAN - Environmental Data Acquisition Network

EPZ - Emergency Planning Zone

ERDS - Emergency Response Data System

FTDC - Field Team Data Coordinator

JMC - Joint Media Center

KI - Potassium Iodide

MCRO - Manager of Control Room Operations

MOC - Manager of Communications

MOR - Manager of Resources

Attachment 1
Definitions and Abbreviations

(Sheet 3 of 3)

MRDA - Manager of Radiological Dose Assessment

MTSC - Manager of Technical Support Center

NNM - Nuclear News Manager

OFIS - Off-Site Facility Information System

PAG - Protective Action Guideline

PAR - Protective Action Recommendation

PITA - Public Information Technical Advisor (PITA) (2)

RAE - Radiological Assessment Engineer

RCS - Reactor Coolant System

RICC - Rumor and Inquiry Control Center

RMT - Radiological Monitoring Team

RDAT - Radiological Dose Assessment Team

SDO - Station Duty Officer

TEDE - Total Effective Dose Equivalent

TIC - Technical Information Coordinator

Attachment 2
Responsibilities

(Sheet 1 of 4)

1. **Director of Station Emergency Operations (DSEO)**

   After formally relieving the CR DSEO, the DSEO is responsible for the following non-delegable emergency response functions:

   - Overall command and control of the station's emergency response.
   - Event classification.
   - General public Protective Action Recommendations to offsite officials.
   - Formal off-site notification approval.
   - Emergency exposure extension authorization.
   - Federal assistance to support station response.

2. **Assistant Director Emergency Operations Facility (ADEOF)**

   The ADEOF reports to the DSEO. The ADEOF is responsible for the following:

   - Providing input for classification changes based on radiological conditions.
   - Developing, recommending, and updating off-site PARs to the DSEO.
   - Providing input for notification upgrades, updates, and termination, as necessary.
   - Approving emergency exposure upgrades in excess of 10 CFR 20 limits.
   - Authorizing potassium iodide (KI) for off-site personnel SERO personnel (e.g., Radiation Monitoring Teams).
   - Overseeing off-site radiological assessment of the event.
   - Coordinating communications of plant status to the NRC, State, and public.
   - Authorizing contaminated personnel to leave the station.
   - Reviewing news releases.
   - Assuming DSEO responsibilities if DSEO becomes incapacitated.

3. **Manager of Radiological Dose Assessment (MRDA)**

The MRDA reports to the ADEOF. The MRDA is responsible for the off-site dose assessment activities. This includes the following activities:

- Monitoring radiological conditions beyond the protected area and ensuring recommended protective actions provided to State officials are adequate to protect public health and safety in accordance with US EPA guidance.
- Providing key information to the ADEOF and DSEO that may influence classification as well as protective action decision making.
- Assessing radiological plant conditions and alerting the ADEOF and DSEO when information indicates there has been a significant change.
- Assessing the source term, determining the radiological release pathway, and obtaining meteorological data applicable to an actual or potential radiological release.
- Directing radiological and environmental field measurements be obtained.
- Directing dose assessment be performed.
- Directing core damage estimates be performed.
- Communicating with State dose assessment staff.
- Communicating with NRC dose assessment staff using the HPN circuit.
- Coordinating field team activities with the State DEP.

4. **Assistant Manager, Radiological Dose Assessment (AMRDA)**

Two AMRDAs report to the MRDA. They assist the MRDA as directed with dose assessment, RDAT strategies, HPN communications, etc.

5. **Radiological Assessment Engineer (RAE)**

The RAE reports to the MRDA in the EOF. Duties include evaluating actual and potential releases of radioactive material, and performing dose assessment calculations.

6. **Field Team Data Coordinator (FTDC)**

The FTDC reports to the MRDA in the EOF. Duties include coordinating the activities of the off-site RMTs, and distributing off-site RMT data.

7. **Radiological Monitoring Teams #3, #4, #5 (RMT)**

The RMTs report to the FTDC in the EOF. Duties include performing surveys and samples.

8. Radiological Communicator

The Radiological Communicator reports to the MRDA. Duties include obtaining information on radiological conditions inside the protected area which may impact offsite monitoring and tracking activities.

9. Meteorological Assistant

The Meteorological Assistant reports to the MRDA. Duties include obtaining and preparing current meteorological data and providing forecast information and technical input in matters involving meteorology.

10. Manager of Resources (MOR)

The MOR reports to the ADEOF. The MOR is responsible for the following:

- Providing station personnel, equipment, or supplies requested by SERO managers
- Acquiring corporate and off-site resources
- Coordinating support requests from federal regulatory agencies that have responded to Millstone Station

11. Public Information Technical Advisor (PITA) (2)

The PITA reports to the ADEOF in the EOF. The PITA is responsible for the following:

- Collecting information regarding the event
- Providing input for news releases
- Monitoring media activities
- Supporting the Nuclear News Manager, located at the Hartford Armory

12. Manager of Communications (MOC)

The MOC reports to the ADEOF in the EOF. The MOC is responsible for coordinating all EOF communications which includes Emergency Notification System (ENS) communications between the station and the NRC.

13. Technical Information Communicator (TIC)

The TIC reports to the DSEO. Duties include the following:

- Operating OFIS
- Providing requested plant parameter data
- Informing DSEO/ADEOF of critical parameters impacting classification and PARs
- Maintaining Chronology of Key Events status board
- Obtaining data from the CRDC, as necessary
- Providing information to the State EOC Technical Assistant and the TSC Staff, as requested.

14. EOF Health Physics (HP) Technician

The EOF HP Technician reports to the MRDA. The EOF HP Technician is responsible for providing HP support to the EOF.

15. EOF Emergency Communicator

The EOF Emergency Communicator reports to the ADEOF in the EOF. The EOF Emergency Communicator is responsible for notifying state and local officials, as directed. (3)

16. Regulatory Liaison

The Regulatory Liaison reports to the ADEOF. The Regulatory Liaison is responsible for accommodating the NRC Site Team dispatched to the station, arranging site access for the NRC Team, providing adequate dosimetry, and responding to questions and comments.

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09/03/02
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Procedure Action Request

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Title: Emergency Operations Facility Activation and Operation

For New Documents Document is QA ☐ DH Title:

☐ Revision ☒ Minor Revision ☐ Cleanup Revision ☐ Biennial Review
☐ Cancel ☐ Void (Do Not Use) ☐ Expire ☐ Superceded By: ____

Comments: ☐ Administrative Correction FLS: _____

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FAP04-004, Rev. 001-01; FAP04-013, Rev. 002-01; FAP04-011, Rev. 001-04

Reviews		Print	Sign	Date	Department
	☐				
	☐				
	☐				
RCD	☒	K. Burgess	K Burgess	2/18/03	EPD
E-Plan-50.54(q)	☒	K. Burgess	K Burgess	2/4/03	EPD
Environmental Screen	☒	See Attached Form	K Burgess	2/4/03	EPD
Licensing Basis (50 59 Screen Req. ☐ Yes ☐ No)	☐				
Tech Independent	☒	J. Fuller	[signature]	2/18/03	NTD

Validation (minimum of two)	☒ None ☐ Field - Use MP-05-DC-SAP01-004 ☐ Simulated Performance - Use MP-05-DC-SAP01-004 ☐ Table Top and Walk-through ☐ Comparison			
	Print	Sign	Date	Dept
Coordinator				
Member				

Training: ☒ None ☐ Nuclear Training ☐ Briefing ☐ Familiarization

☒ SQR Review and Approval
Approval ☒ Disapproval ☐
Thomas Vogler 3-11-03
(1) SQR Sign/Date
Peter A Lusher
(2) Department Head Approval Sign

☐ SORC Review and Approval
N/A
(1) Department Head Sign/Date
(2) SORC Meeting Number
(3) SORC Approval Sign

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(1) Department Head Approval Sign

Approval Date: 3/24/03 **Effective Date:** 4/1/03

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Director of Station Emergency Operations (DSEO)

Section A: EOF Activation/Transfer of Command and Control

☐ 1. Sign in on the EOF Staffing Board and log date and arrival time on the SERO Log Sheet.

☐ 2. Obtain a copy of the Incident Report Form (IRF) from the fax machine or call Control Room for IRF information.

☐ 3. Obtain additional information from the following, as necessary:

- Voice recording of briefing sheet
- Additional faxes

NOTE

For a Unit 1 event, the Unit 2 SM is the CR-DSEO.

☐ 4. Contact CR-DSEO and discuss the following:

- Any significant changes since event declaration
- Current status on classification, notification, and PARs.

☐ 5. Check EOF SERO response status as follows:

- Verify minimum facility staff is present.
- IF minimum staffing is not present, determine the ability of the SERO to activate as is and proceed as appropriate (i.e., all functional areas staffed).

☐ 6. Contact the CR-DSEO and formally relieve him of Command and Control, classification, notification, and PAR responsibilities, and log the date and time of relief.

☐ 7. Declare the EOF activated and record EOF activation time on the SERO Log Sheet.

☐ 8. Announce the following message using the station paging system (repeat once):

- Call Control Room and ensure outside speakers are activated.
- Announce the following:

(2)

Attention all station personnel. This is (name), the DSEO. I am assuming command and control of the Station Emergency Response Organization. The EOF is declared activated at this time. Currently, Millstone Station is in (classification level: _____) for (Unit # ___) due to (brief description of event: _____

_____

_____).

Section A: EOF Activation/Transfer of Command and Control

- ☐ 9. Perform an update briefing with the CR-DSEO and the ADTS using EPI-FAP15-001, "DSEO/ADTS Briefing Sheet," as a guide.
- ☐ 10. Brief the EOF Managers on the event.
- ☐ 11. Establish contact with the Richmond Corporate Executive and provide input on the event.
- ☐ 12. Establish frequent communications with the ADTS and the Chief Technical Spokesperson (CTS). ①

Section B: Classification Upgrade Immediate Actions

1. Evaluate the conditions using EPI-FAP06, "Classification and PARs."

   ☐ Review the initiating condition with the TIC and the ADTS for recommendations on plant-related EALs.

   ☐ Consult with the MRDA for recommendations on radiological-related EALs.

   ☐ Consult with the MOS for recommendations on security-related EALs.

2. Perform Station Notifications as follows:

   ☐ Notify the ADTS of the classification upgrade.

   ☐ Direct the Emergency Communicator to initiate offsite notifications. (2)

   ☐ IF a General Emergency has been declared, direct the ADEOF to develop PARs.

   ☐ Announce the emergency declaration level and time to the station staff via plant page announcement as follows:

NOTE

During a security event, it may *not* be advisable to sound an alarm or make a PA announcement.

- Call Control Room and ensure outside speakers are activated.
- Announce the following over the station PA system:

  Attention all personnel; attention all personnel. A (classification level _____) has been declared at (Unit # ___) due to (brief description of event _____ _____ _____)

- Repeat the PA message.
- Log the time of announcement.

   ☐ Announce that there will be no eating or drinking until further habitability is verified.

   ☐ Log time of completion.

3. Perform state notification as follows:

   ☐ Direct the ADEOF to assist in completing the IRF.

   - IF an offsite State of Emergency does not exist, approve the IRF for transmittal.

Section B: Classification Upgrade Immediate Actions

- IF an offsite State of Emergency does exist and the Governor has directed all future notifications be processed through the State EOC, approve the IRF and provide it only to the Chief Technical Spokesperson. ②

❑ IF a General Emergency has been declared, review and approve PARs and directly notify the DEP.

4. Perform NRC notifications as follows:

❑ Verify the MOC notifies the NRC via the ENS.

❑ Direct the ADEOF to contact the resident inspector if he/she is not on site.

5. Perform additional notifications as follows:

❑ Inform the Chief Technical Spokesperson (CTS) of the event. ② ①

❑ IF NRC Site Team DSO is present, discuss the classification with him/her.

❑ Inform the Richmond Corporate Executive of the event.

Section C: Routine Activities

- ☐ 1. Track the response of additional minimum staffing and full staffing positions and direct the MOR to contact personnel for unfilled positions. ①
- ☐ 2. Direct the TIC to continuously man the Operations Net and review the EAL tables and fission product barriers for changes in event status.
- ☐ 3. Obtain periodic input from the ADTS on the following:
  - Plant status and mission priorities.
  - Fast-breaking events.
  - Impact on EALs.
- ☐ 4. Ensure updates of the event are routinely provided to the State and local agencies.
- ☐ 5. Approve all news releases forwarded from the ADEOF before issuing from the EOF. ①
- ☐ 6. Authorize the CTS to approve news releases once the State EOC is staffed and news releases are issued through the JMC.
- ☐ 7. IF the fission product barrier status, offsite radiological conditions, or meteorological conditions change, perform the following:
  - Refer to Section B and evaluate the conditions.
  - Direct the ADEOF to evaluate the impact on PARs.
  - Provide changes to PARs to the State, as appropriate.
- ☐ 8. Obtain the status on any precautionary dismissal, evacuation and accountability activities in progress from the MOS.
- ☐ 9. Authorize extended emergency exposure limits for lifesaving actions (dose > 25 Rem is expected) as appropriate when recommended by the ADTS for onsite personnel and the ADEOF for offsite personnel.
- ☐ 10. IF suspension of safeguards or other §50.54(x) action is invoked, instruct the MOC to notify the NRC as soon as possible (not to exceed one hour).
- ☐ 11. Notify the SERO of any significant changes in conditions using the PA system.
- ☐ 12. Review and provide concurrence for any Severe Accident Management strategy that could potentially affect the general public or offsite activities.
- ☐ 13. Request assistance from federal authorities to support the station response efforts, as necessary.

Section C: Routine Activities

- ☐ 14. Approve relief schedules developed by the MOR.
- ☐ 15. Ensure EOF habitability controls have been considered for events involving increased radiation levels around the facility.
- ☐ 16. Conduct periodic briefings with the ADEOF and facility managers.
- ☐ 17. Periodically provide the CTS with the following information via the open communications line: (2)
  - Event/Plant Status using EPI-FAP15-001, "DSEO/ADTS Briefing Sheet."
  - News releases prepared or in progress.
- ☐ 18. Refer To EPI-FAP15-001, " DSEO/ADTS Briefing Sheet," and periodically update the Richmond Corporate Executive on the event status.
- ☐ 19. Consult with the ADTS and ADEOF on the status of each unit and station conditions.
- ☐ 20. Before NRC Site Team arrival, direct the Regulatory Liaison to prepare information for NRC briefing.
- ☐ 21. Periodically discuss conditions and events with the NRC Site Team Leader or Director of Site Operations.
- ☐ 22. IF events have been controlled to the point where termination of the emergency can be considered, Refer To EPI-FAP06 for guidance.

Prepared by: _____ _____ _____

Signature Print Date

~~08/20/02~~ Approval Date

09/03/02 Effective Date

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☐ Cancel ☐ Void (Do Not Use) ☐ Expire ☐ Superceded By: ____

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RCD	☒	K. Burgess	K Burgess	2/18/03	EPD
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Environmental Screen	☒	See Attached Form	K Burgess	2/4/03	EPD
Licensing Basis (50.59 Screen Req. ☐ Yes ☐ No)	☐				
Tech Independent	☒	J. Fuller	John Fuller	2/18/03	NTD

Validation (minimum of two)	☒ None ☐ Field - Use MP-05-DC-SAP01-004 ☐ Simulated Performance - Use MP-05-DC-SAP01-004 ☐ Table Top and Walk-through ☐ Comparison			
	Print	Sign	Date	Dept
Coordinator				
Member				

Training: ☒ None ☐ Nuclear Training ☐ Briefing ☐ Familiarization

☒ SQR Review and Approval

Approval ☒ Disapproval ☐

Thomas Wiging 3-11-03
(1) SQR Sign/Date

Barbara Fuchsy
(2) Department Head Approval Sign

☐ SORC Review and Approval

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Assistant Director Emergency Operations Facility (ADEOF)

This form provides guidance to the ADEOF for emergency response actions during an event which activates the SERO.

Section A: EOF Activation/Initial Actions

- ☐ 1. Sign in on the EOF Staffing Board and log date and arrival time on the SERO Log Sheet.
- ☐ 2. Obtain a briefing from the DSEO.
- ☐ 3. IF the DSEO has not yet responded to the facility, perform the following:
  - Direct the MOR to immediately contact a qualified DSEO.
  - Assign an individual to the ADEOF position.
  - Assume the responsibilities assigned to the DSEO position and Go To EPI-FAP04-001.
- ☐ 4. IF a General Emergency was declared before EOF activation, determine the PAR issued by the CR-DSEO.
- ☐ 5. Conduct an initial briefing with the MRDA and AMRDAs concerning the following:
  - Initial dose assessment results.
  - On-site and off-site radiological conditions.
  - EOF High Radiation Ventilation Filtration System activation.
  - Off-site protective actions.
  - HPN data passed to NRC.
- ☐ 6. Conduct an initial briefing with the Public Information Technical Advisor (PITA) concerning the following: ①
  - Press releases.
  - Rumors to date.
- ☐ 7. Conduct an initial briefing with the MOC concerning the following:
  - ERDS
  - ENS
- ☐ 8. Contact the MRCA and obtain information on on-site protective actions if taken.

Section A: EOF Activation/Initial Actions

☐ 9. WHEN EOF is activated and the Emergency Communicator arrives, direct the Emergency Communicator to relieve the control room of future ENRS notification responsibilities. (2)

Section B: Classification/Termination

☐ 1. Refer To EPI-FAP06, "Classification and PARs," as applicable, to determine if any initiating conditions have been met.

- IF plant conditions change, specifically the status of the fission product barriers, discuss the conditions with the TIC.
- IF radiological or meteorological conditions change, discuss the conditions with the MRDA.
- Discuss EAL classification input with the DSEO.

☐ 2. Assist the DSEO with event termination and transition to Recovery.

Section C: Notifications

NOTE

IF the Governor declares a State of Emergency and directs all future classification changes and updates be processed through the State EOC, Incident Report Forms shall not be transmitted to the offsite agencies using the ENRS.

☐ 1. IF a change in classification level occurs or an update is warranted, perform the following:

a. Ensure the Emergency Communicator completes an IRF for the new classification level or update message. (2)

b. IF a State of Emergency **HAS NOT** been declared by the Governor, ensure the IRF is transmitted after the DSEO approves it.

c. IF a State of Emergency **HAS** been declared by the Governor and all future notifications are to be processed through the State EOC, ensure the following:

- The IRF is NOT transmitted to the offsite agencies.
- The DSEO reads the IRF to the Chief Technical Spokesperson (CTS).
- The IRF is faxed to the CTS or NNM.
- The CTS notifies OEM and DEP of the message.

(1)

Section D: Protective Action Recommendations

CAUTION

The State must be notified within 15 minutes of the decision to issue or update PARs.

PARs are *not* to be based on "What If" dose projections unless the basis of the "What If" projection is expected to occur shortly, is well understood, and has been validated by the DSEO and ADTS.

☐ 1. IF a GENERAL EMERGENCY is declared or conditions change while in a GENERAL EMERGENCY, develop Protective Action Recommendations as follows:

a) Obtain wind direction from the MRDA.

b) Refer To and complete EPI-FAP06-006, "EOF PARs."

c) IF necessary, Refer To and review EPI-FAP06 Attachment 4, "PAR Zone Descriptions."

d) Ensure the DSEO verbally transmits the PAR to the DEP within 15 minutes, and then to the CTS. ①

☐ 2. Ensure the PAR form is faxed to the State EOC.

☐ 3. Update the Chronology of Events status board with current PAR information.

☐ 4. Determine the Protective Actions implemented by the State and notify NRC via the MOC.

☐ 5. Continuously evaluate the need for a PAR update, based on the following:

- Change in fission product barrier status.
- Change in containment radiation levels.
- Change in radiological dose assessment.
- Change in wind direction.

☐ 6. IF EPA PAGs (≥ 1 Rem TEDE or ≥ 5 Rem CDE thyroid) are or are suspected to be exceeded beyond 10 miles, perform the following:

- Ensure that the DSEO has informed the DEP of the situation.
- Develop PARs for areas beyond the EPZ that are affected.

Section E: Radiological Controls

- ☐ 1. IF notified by the MRDA that implementation of EPI-FAP09, "Radiation Exposure Controls," is needed for emergency exposure increases or issuing KI to off-site SERO emergency workers, perform the following:
  - Evaluate the emergency condition.
  - IF KI is warranted, inform the DSEO that KI will be issued to off-site SERO emergency workers.
  - IF exposure upgrades up to 25 Rem are required, inform DSEO of increase.
  - IF exposure upgrades greater than 25 Rem are required, obtain DSEO approval.
  - Refer To EPI-FAP09-003 and sign and date appropriate form, indicating approval.
  - Direct the MRDA to implement emergency control.
- ☐ 2. Coordinate the release of contaminated person from site to a designated decontamination location.

Section F: Routine Activities

- ☐ 1. IF a release is imminent or in progress, ensure the EOF high radiation ventilation filtration system is activated.
- ☐ 2. Conduct periodic briefings with the MRDA, PITA, and MOC, as applicable. ②
- ☐ 3. Verify all press release information and obtain DSEO approval to release.
- ☐ 4. Authorize release of Nuclear Network messages from the PITA. ①
- ☐ 5. Direct the Regulatory Liaison to prepare for NRC Site Team arrival.
- ☐ 6. Prepare and conduct briefings of event conditions with the NRC Site Team.
- ☐ 7. Provide the NRC Site Team with familiarization of the following lead functional areas:
  - Overall command and control (DSEO)
  - Radiological activities onsite/offsite (MRDA)
  - Plant technical response (ADTS, AMTL)
  - Resource Management (MOR)
  - Communications (MOC)

Prepared by: _____ _____ _____

Signature Print Date

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E-Plan-50.54(q)	☒	K. Burgess	K Burgess	2/4/03	EPD
Environmental Screen	☒	See Attached Form	K Burgess	2/4/03	EPD
Licensing Basis (50.59 Screen Req. ☐ Yes ☐ No)	☐				
Tech Independent	☒	J. Fuller	John Fuller	2/18/03	NTD

Validation (minimum of two)	☒ None ☐ Field - Use MP-05-DC-SAP01-004 ☐ Simulated Performance - Use MP-05-DC-SAP01-004 ☐ Table Top and Walk-through ☐ Comparison			
	Print	Sign	Date	Dept
Coordinator				
Member				

Training: ☒ None ☐ Nuclear Training ☐ Briefing ☐ Familiarization

☒ SQR Review and Approval
Approval ☒ Disapproval ☐
Thomas Hayes 3-11-03
(1) SQR Sign/Date
Peter A Fuchs
(2) Department Head Approval Sign

☐ SORC Review and Approval
N/A
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(2) SORC Meeting Number
(3) SORC Approval Sign

☐ Department Head Review and Approval
N/A
(1) Department Head Approval Sign

Approval Date: 3/24/03 **Effective Date:** 4/1/03

3/24/03
Approval Date

4/1/03
Effective Date

Assistant Manager, Radiological Dose Assessment (AMRDA)

This form provides guidance to the AMRDA for emergency response actions during an event that activates the SERO.

Section A: EOF Activation - AMRDA #1 (Met, Status Boards, Assist FTDC)

- ☐ 1. Sign in on the EOF Staffing Board and log date and arrival time on the SERO Log Sheet.
- ☐ 2. Notify the MRDA of arrival and obtain information on the event conditions and a status update.
- ☐ 3. Maintain a log of significant events and communications on the SERO Log Sheet.
- ☐ 4. Notify Met Assistant of appropriate release height (default is 142').
- ☐ 5. Obtain meteorological data until relieved by the Met Assistant.
- ☐ 6. Report status of functional readiness to the MRDA.

Section B: Routine Activities

- ☐ 1. WHEN release elevation has changed, notify the Met Assistant and the Emergency Communicator. ①
- ☐ 2. Discuss and prioritize activities with the MRDA.
- ☐ 3. Assist the MRDA and the FTDC in the periodic review of RMT strategies.
- ☐ 4. Periodically update the FTDC and ensure the FTDC updates the RMTs.
- ☐ 5. Obtain updates on release status from the MTSC or AMTL as directed by the MRDA.
- ☐ 6. Develop RMT plume tracking strategy (consider plume touchdown).
- ☐ 7. Develop environmental sampling strategy.
- ☐ 8. Maintain the offsite radiological board in the EOC.

Prepared by: _____ (Signature) _____ (Print) _____ (Date)

Section C: EOF Activation - AMRDA #2 (OFIS, HPN, Assist RAE)

- ☐ 1. Sign in on the EOF Staffing Board and log date and arrival time on the SERO Log Sheet.
- ☐ 2. Notify the MRDA of arrival and obtain information on the event conditions and a status update.
- ☐ 3. Maintain a log of significant events and communications on the SERO Log Sheet.
- ☐ 4. IF appropriate, perform turnover of off-site dose calculations from on-shift Chemistry Technician, as follows:
  - Obtain operability status of Met tower.
  - Obtain off-site dose calculation from the on-shift Chemistry Technician.
  - Request the on-shift Chemistry Technician to notify MCRO of relief.
  - Notify the MRDA of turnover.
- ☐ 5. Initiate monitoring of OFIS for radiological assessment inputs.
- ☐ 6. Report status of functional readiness to the MRDA.

Section D: Routine Activities

- ☐ 1. Discuss and prioritize activities with the MRDA.
- ☐ 2. Obtain updates on release status from the MTSC or AMTL as directed by the MRDA.
- ☐ 3. Monitor OFIS for radiological assessment inputs.
- ☐ 4. Perform NRC/HPN communications, as directed by MRDA.
- ☐ 5. Establish contact with the NRC using the HPN network telephone, as needed.

Section D: Routine Activities

☐ 6. Provide the NRC with radiological information and respond to questions as follows:

- Refer To Section E, "Health Physics Network (HPN) Information," to collect information for the NRC.
- Record the time and nature of any requests for additional information (i.e., specific plant rad levels, Offsite monitoring results, etc.).
- Obtain the most recent information from the appropriate source (MRDA, Field Team Coordinator, ADEOF, etc.).
- Before transmitting information to the NRC, obtain MRDA or AMRDA approval.

☐ 7. Maintain a log of all items transmitted.

Prepared by: _____ _____ _____

Signature Print Date

Section E: Health Physics Network (HPN) Information

Date/Time: _____ Check Box(es) for Information Provided

☐ **Millstone PARs**

_____

_____

☐ **State of CT Protective Action Decisions**

SUBZONES (CIRCLE): A B C D E F

☐ **Event Specific Information (list as requested)**

_____

_____

_____

_____

_____

☐ **On-Site Dose Projections**

Projected TEDE Dose (Rem) _____

Projected CDE Thyroid (Rem) _____

Personnel Contamination (dpm) _____

☐ **Off-site Dose Projections**

Projected TEDE Dose (Rem) _____
(boundary) (5 mile downwind) (10 mile downwind)

Projected CDE Thyroid (Rem) _____
(boundary) (5 mile downwind) (10 mile downwind)

☐ **On-Site Survey Results**

Dose Rate (mR/hr) _____

Air Activity (μCi/cc) _____

Contamination (dpm/100 sq cm) _____

Height of Release: ☐ Ground ☐ Rooftop ☐ Elevated

Section E: Health Physics Network (HPN) Information

☐ **Off-Site Surveys Results**

Distance and Direction from Plant (mi) (i.e. 2.5 miles, Northeast) _____

Dose Rates (mR/hr) _____

Air Activity (μCi/cc) _____

Contamination (dpm/100 sq cm) _____

☐ **Meteorological Conditions** **As of:** _____

☐ **Other**

_____

_____

_____

_____

_____

_____

_____

_____

_____

_____

MRDA Approval _____

Data Transmitted to NRC _____ _____

Date/Time Initials

08/20/02
Approval Date

09/03/02
Effective Date

Procedure Action Request

Document No.: MP-26-EPI-FAP04	Writer: Lisa Sinopoli	Rev. No. 001	Minor Rev. 03

Title: Emergency Operations Facility Activation and Operation

For New Documents Document is QA ☐ DH Title:

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☐ Cancel ☐ Void (Do Not Use) ☐ Expire ☐ Superceded By: ____

Comments: ☐ Administrative Correction FLS: _____

~~CR-03-00929~~ CR-03-01242

~~AR 03000501-03~~

Includes FAP04-001, Rev. 001-02; FAP04-002, Rev. 000-02; ~~FAP04-003, Rev. 001-02;~~ FAP04-015, Rev. 000-01. FAP04-004, Rev. 001-01; FAP04-013, Rev. 002-01; FAP04-011, Rev. 001-04

Reviews		Print	Sign	Date	Department
	☐				
	☐				
	☐				
RCD	☒	K. Burgess	K Burgess	2/18/03	EPD
E-Plan-50.54(q)	☒	K. Burgess	K Burgess	2/4/03	EPD
Environmental Screen	☒	See Attached Form	K Burgess	2/4/03	EPD
Licensing Basis (50.59 Screen Req. ☐ Yes ☐ No)	☐				
Tech Independent	☒	J. Fuller	John Fuller	2/18/03	NTD

Validation (minimum of two)	☒ None ☐ Field - Use MP-05-DC-SAP01-004 ☐ Simulated Performance - Use MP-05-DC-SAP01-004 ☐ Table Top and Walk-through ☐ Comparison			
	Print	Sign	Date	Dept
Coordinator				
Member				

Training: ☒ None ☐ Nuclear Training ☐ Briefing ☐ Familiarization

☒ SQR Review and Approval

Approval ☒ Disapproval ☐

Thomas Vogiey 3-11-03
(1) SQR Sign/Date

Barbara Lusby
(2) Department Head Approval Sign

☐ SORC Review and Approval

N/A
(1) Department Head Sign/Date

(2) SORC Meeting Number

(3) SORC Approval Sign

☐ Department Head Review and Approval

N/A
(1) Department Head Approval Sign

Approval Date: 3/24/03 **Effective Date:** 4/1/03

3/24/03
Approval Date

4/1/03
Effective Date

Manager of Resources (MOR)

This form provides guidance to the MOR for emergency response actions during events that activate the SERO.

④

Section A: Initial Actions

NOTE

MP-26-EPA-REF08B, "Millstone Emergency Plan Resource Book," contains the phone numbers for SERO personnel, Offsite governmental officials and emergency responders, and support resources points of contact.

- ☐ 1. Sign in on the EOF Staffing Board and log date and arrival time on the SERO Log Sheet.
- ☐ 2. Notify the ADEOF of arrival and obtain a status briefing.
- ☐ 3. Maintain a log of significant events and communications on the SERO Log Sheet.
- ☐ 4. Obtain the SERO call-back verification report from the fax in the MOC's office.
- ☐ 5. Perform Assembly Area activities in accordance with EPI-FAP08, "Evacuation and Assembly."
- ☐ 6. When all of the facilities are activated and fully staffed, Refer To Section B.3 and complete a SERO Facility Shift Staffing roster for on-shift and first relief shift personnel.
- ☐ 7. Determine need for essential resources.
- ☐ 8. Notify INPO that the SERO has been activated.

Section B: Recurring Actions

☐ 1. Coordinate obtaining extra personnel for any emergency facility that requires additional assistance as follows:

- Contact the necessary individuals.
- Refer To EPI-FAP15-011, "Fitness for Duty Questionnaire," and determine if notified personnel are fit for duty.
- IF notified personnel are determined fit for duty, request personnel to report to the EOF.
- WHEN personnel arrive, coordinate access for the responders into the Protected Area with Security as necessary.

☐ 2. Transfer additional support personnel to respective ERFs as follows:

- Consult the MRDA to determine safe access routes for transporting personnel to the station.
- Issue an Emergency Vehicle Pass to each vehicle transporting personnel from the EOF to the station.

☐ 3. Prepare shift relief schedules and rosters as follows:

a. Consult with the DSEO and SERO managers to determine shift personnel requirements.

b. Notify personnel of the following:

- Shift assignment
- Shift duration
- Reporting time
- Reporting location

c. Record shift assignments next to the SERO position on Section D and designate as shift 1, 2, or 3.

☐ 4. Notify the following of the emergency:

- Purchasing Department
- Nuclear Maintenance Department
- Nuclear Site Services Department
- Nuclear Procedures and Document Administration
- Transportation Department
- Richmond Corporate Operations Center

Section B: Recurring Actions

- ☐ 5. Request Information Technology provide support personnel to the EOF, as necessary.
- ☐ 6. Request photocopier services provide support personnel to the EOF, as necessary.
- ☐ 7. Contact the Nuclear Maintenance Department for the following resources:
  - Craft Labor
  - Tools
  - Equipment
- ☐ 8. Contact the Purchasing Department for the following resources:
  - Consulting Services
  - Expense Account Services
  - Temporary Housing
  - Food
- ☐ 9. Contact the Nuclear Site Services Department for the following resources:
  - Supplies
  - Vehicles
  - Heavy Machinery
- ☐ 10. Contact the Transportation Department for the following resources:
  - Vehicles
  - Equipment
  - Supplies
  - Personnel
- ☐ 11. Consult the DSEO to determine the need for outside agency assistance.
- ☐ 12. Obtain DSEO approval before requesting equipment or services over $100,000.
- ☐ 13. Contact the Richmond Corporate Operations Support for the following additional resources:
  - Additional transportation needs
  - Petty cash
  - Legal, insurance, and treasury services
  - Any other corporate resources, as necessary

Section B: Recurring Actions

☐ 14. Obtain additional support for services from INPO, as necessary.

☐ 15. Coordinate with the Regulatory Liaison to support the following, as necessary:

- NRC site team
- Supporting organizations

NOTE

The following events may require large amounts of bottled breathing air:

- Environmental or radiological release that threatens control room habitability
- Fire or chemical release
- Conditions projected to exhaust or restrict access to SCBA deployment on-site

☐ 16. IF event requires large amounts of bottled breathing air, perform the following:

a. Request Emergency Equipment and Services Personnel provide the following:

- Additional bottles
- Refills
- Additional SCBAs for relief teams.

CAUTION

Refills are usually provided from a cascade system of storage tanks replenished by a compressor. Running the compressor at a facility on or near the site during a radiological release may contaminate the air in the cascade system.

b. IF radiological event is in progress and the Fire Training cascade system requires filling by compressor, request off-site organizations refill bottles.

c. Coordinate bottle transport between points of use and refill facilities.

Section C: Termination

☐ 1. IF directed by the DSEO to terminate the SERO, perform the following:

- Notify departments, corporate, and agencies supporting the site with resources that the event has been terminated.
- Cancel any orders for resources no longer needed as a result of the termination.

Prepared by: _____ _____ _____

Signature Print Date

Section D: SERO Facility Shift Staffing

TSC/OSC Combined Facility ☐ Shift 1 ☐ Shift 2 ☐ Shift 3

Shift From: _____ (hrs) To: _____ (hrs)

POSITION	NAME	PHONE	PAGER
Minimum Staffing - 60 Minute Response			
MRCA			
TSCRE			
UADTS			
UADTS			
UMOSC			
UMTSC			
UMTSC			
UTSCEE			
UTSCEE			
UTSCME			
UTSCME			
Full Staffing			
AMTL			
AMT TH			
MOS			
RAD COM			
UOSCMA			
UTSC SM			

② ③

Any route restrictions: ☐ No ☐ Yes

Section D: SERO Facility Shift Staffing

OSC Assembly Area ☐ Shift 1 ☐ Shift 2 ☐ Shift 3

Shift From: _____ (hrs) To: _____ (hrs)

POSITION	NAME	PHONE	PAGER
Minimum Staffing - 60 Minute Response			
ARPS			
GES			
RMT #2A			
RMT #2B			
RMT #2C			
RMT #2D			
UELEC			
UELEC			
UI&C Tech			
UI&C Tech			
UMECH			
UMECH			
UMOSC			
Full Staffing			
CBETS Operator			
UI&C OSC			
UI&C OSC			
UOSCMA			
UTSC SM			

②

Any route restrictions: ☐ No ☐ Yes

Section D: SERO Facility Shift Staffing

Unit 1 Event (Unit 2 Control Room) ❑ Shift 1 ❑ Shift 2 ❑ Shift 3

Shift From: _____ (hrs) To: _____ (hrs)

POSITION	NAME	PHONE	PAGER
SM/Certified Fuel Handler			
PEO (Unit 2 PEO/RO/SRO)			

Unit 2 or Unit 3 Control Room (Circle One) ❑ Shift 1 ❑ Shift 2 ❑ Shift 3

Shift From: _____ (hrs) To: _____ (hrs)

POSITION	NAME	PHONE	PAGER
SM/MCRO			
US			
STA			
CO			
CO			
PEO			
PEO			

Station Shift Support ❑ Shift 1 ❑ Shift 2 ❑ Shift 3

POSITION	NAME	NUMBER	PAGER
SDO			
Emergency Communicator			
RMT #1			
RMT #1			
RMT #1			
Chem Technician			
Chem Technician			
UCRDC			
UCRDC			

④

Any route restrictions: ❑ No ❑ Yes

Section D: SERO Facility Shift Staffing

EOF ☐ Shift 1 ☐ Shift 2 ☐ Shift 3

Shift From: _____ (hrs) To: _____ (hrs)

POSITION	NAME	PHONE	PAGER	
Minimum Staffing - 60 Minute Response				
ADEOF				
DSEO				
EOF HP				
EOF Emergency Communicator				④
MOR				
PITA				②
MRDA				
RMT #3				
RMT Driver				
RMT #4				
RMT Driver				
RMT #5				
RMT Driver				
UMOC				
UTIC				
Full Staffing				②
AMRDA				
AMRDA				
FTDC				
MET Assistant				
RAD COMM				
RAE				
Regulatory Liaison				
Station EP Representative				
State EP Representative				
UMOC				
UTIC				

Any route restrictions: ☐ No ☐ Yes

Section D: SERO Facility Shift Staffing

State EOC

☐ Shift 1 ☐ Shift 2 ☐ Shift 3

Shift From: _____ (hrs) To: _____ (hrs)

POSITION	NAME	PHONE	PAGER	
Minimum Staffing - 90 Minute Response				①
Chief Technical Spokesperson (CTS)				②
NNM				
Full Staffing				②
Media Liaison				
Rad Briefer				
Rumor and Inquiry Control				
Technical Briefer				
Technical Assistant				

Any route restrictions: ☐ No ☐ Yes

Section D: SERO Facility Shift Staffing

Simulator Foyer

POSITION	NAME	PHONE	PAGER

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Procedure Action Request

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Title: Emergency Operations Facility Activation and Operation

For New Documents Document is QA ☐ DH Title:

☐ Revision ☒ Minor Revision ☐ Cleanup Revision ☐ Biennial Review
☐ Cancel ☐ Void (Do Not Use) ☐ Expire ☐ Superceded By: ____

Comments: ☐ Administrative Correction FLS: _____

~~CR-03-00929~~ CR-03-01242
~~AR 03000501-03~~
Includes FAP04-001, Rev. 001-02; FAP04-002, Rev. 000-02; ~~FAP04-003, Rev. 001-02;~~ FAP04-015, Rev. 000-01
FAP04-004, Rev. 001-01; FAP04-013, Rev. 002-01; FAP04-011, Rev. 001-04

Reviews		Print	Sign	Date	Department
	☐				
	☐				
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RCD	☒	K. Burgess	K Burgess	2/18/03	EPD
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Licensing Basis (50.59 Screen Req. ☐ Yes ☐ No)	☐				
Tech Independent	☒	J. Fuller	[signature]	2/18/03	NTD

Validation	☒ None ☐ Field - Use MP-05-DC-SAP01-004 ☐ Simulated Performance - Use MP-05-DC-SAP01-004 ☐ Table Top and Walk-through ☐ Comparison			
(minimum of two)	Print	Sign	Date	Dept
Coordinator				
Member				

Training: ☒ None ☐ Nuclear Training ☐ Briefing ☐ Familiarization

☒ SQR Review and Approval
Approval ☒ Disapproval ☐
Thomas Hagins 3-11-03
(1) SQR Sign/Date
Barbara Lachey
(2) Department Head Approval Sign

☐ SORC Review and Approval
N/A
(1) Department Head Sign/Date
(2) SORC Meeting Number
(3) SORC Approval Sign

☐ Department Head Review and Approval
N/A
(1) Department Head Approval Sign

Approval Date: 3/24/03 **Effective Date:** 4/1/03

3/24/03
Approval Date

4/1/03
Effective Date

Manager of Communications (MOC)

This form provides guidance to the MOC for emergency response actions during events that activate the SERO.

Section A: Initial Actions

- ☐ 1. Sign in on the EOF Staffing Board and log date and arrival time on the SERO Log Sheet.
- ☐ 2. Maintain a log of significant events and communications on the SERO Log Sheet.

NOTE

ERDS activation is not required for a Unit 1 event.

- ☐ 3. Contact affected unit Control Room and verify ERDS is operational and configured for the affected unit.
- ☐ 4. Access OFIS in accordance with EPI-FAP15-006, "OFIS Instructions."
- ☐ 5. Establish communications with the CRDC via the Ops Net or other means of communications.

Section A: Initial Actions

NOTE

The Control Room should be relieved of NRC ENS communication responsibilities as soon as possible. Relief shall be verbal, clear, and direct.

For a Unit 1 event, the NRC ENS communicator is located in the Unit 2 Control Room.

☐ 6. IF ready to conduct a turnover with the affected unit Control Room, perform the following:

a. Ensure the DSEO has completed turnover with the Control Room.

b. Obtain a copy of the most current NRC Event Notification form from the Control Room.

c. Discuss status of current communications and inquires with the SDO.

d. Request the SDO inform the NRC that ENS responsibilities are being transferred and communications will be interrupted briefly during turnover.

e. Request the SDO hang up ENS phone after the NRC has been informed.

f. Relieve the affected unit Control Room of ENS responsibilities.

g. Establish communications with the NRC Operations Center via the ENS line.

h. WHEN communications have been established, notify the Control Room that communication responsibilities with the NRC Emergency Operations Center have been assumed by the MOC.

i. Record the time of relief in the MOC logbook.

☐ 7. During communications with the NRC via the ENS phone, perform the following:

- Describe events, conditions, and other pertinent information related to the emergency.
- Notify NRC of any §50.54(x) actions being invoked.
- Discuss plant parameter data listed on OFIS plant parameter data forms.
- Determine frequency at which plant information should be passed to NRC (usually about every 15 minutes).

Section A: Initial Actions

☐ 8. Obtain additional information requested by the NRC.

a. Notify the TIC of specific plant parameters requested which are *not* available on OFIS.

b. Refer To Section D, "Emergency Notification System NRC Data Sheet," and provide requested parameters to the TIC.

c. Fax or verbally transmit data to the NRC Emergency Operation Center and NRC Region One Incident Response Center.

d. Direct the TIC to update the Critical Parameters status board with additional parameters.

☐ 9. IF the NRC requests information other than plant parameter data or plant conditions, consult with the following.

- IF questions are radiological in nature, direct questions to MRDA.
- IF questions are specific to plant conditions, direct question to ADTS.

☐ 10. Refer To EPA-REF08B, "Millstone Emergency Plan Resource Book," and notify INPO Emergency Preparedness Duty Officer of event in progress.

☐ 11. WHEN second MOC is available, establish initial communications with the Southold, NY, EOC and Suffolk, NY, EOC as follows:

a. Press "Southold Speed Dial" key.

b. Request answering party to hold.

c. Press "Flash" button.

d. Wait for the triple beep.

e. Press "Suffolk Speed Dial" key.

f. WHEN the phone is answered, press "Flash" button.

Section A: Initial Actions

☐ 12. WHEN communicating with Southold, NY, and Suffolk, NY, EOCs, perform the following:

NOTE

Do not provide Millstone protective action recommendations that are being made for the State of Connecticut. This information will be communicated between the State of Connecticut and the State of New York.

- Provide information based on the most recent briefing.
- Respond to basic questions.
- IF additional input is required, discuss with ADEOF.
- Establish expectations regarding frequency of future communications (i.e., ongoing and updates).

Section B: Recurring Actions

☐ 1. IF NRC requests information other than plant parameters, plant conditions and EOPs in use, notify the ADEOF.

☐ 2. IF unable to obtain plant parameter data from OFIS, perform the following:

- Request the TIC provide the plant parameter data approximately every 15 minutes or as significant changes in the data occur.
- Provide the data to NRC.

☐ 3. Refer To Section D, "Emergency Notification System NRC Data Sheet," and update, as necessary.

☐ 4. Coordinate continuous communications between SERO and NRC.

☐ 5. IF requested, FAX the OFIS plant parameter data sheets to the NRC Emergency Operations Center and the NRC Region 1 Incident Response Center.

☐ 6. Request communications assistance from the following, as necessary:

- TIC
- CRDC
- ADTS
- ADEOF
- MRDA
- Emergency Communicator

①

Section B: Recurring Actions

☐ 7. IF the NRC provides information regarding NRC Site Team, provide information to the ADEOF, MOR, and Regulatory Liaison for coordination of NRC Site Team logistics.

☐ 8. Provide updated information to the Southold, NY, EOC and Suffolk, NY, EOC for the following:

- Change in classification levels.
- Change in events.
- Periodically, as established.

Section C: Termination Actions

☐ 1. WHEN SERO termination is directed by DSEO, perform the following:

- Transmit SERO status to NRC via ENS.
- Record SERO termination in MOC Logbook.

NOTE

ERDS activation is not required for a Unit 1 event.

- Request Control Room for the affected unit to terminate the ERDS connection.
- Terminate communications with the Southold, NY, and Suffolk, NY, EOCs.

Prepared by: _____ _____ _____

Signature Print Date

Section D: Emergency Notification System NRC Data Sheet

(Use additional sheets as necessary.)

INFORMATION REQUESTED (date/time):
INFORMATION PROVIDED (date/time):
INFORMATION REQUESTED (date/time):
INFORMATION PROVIDED (date/time):
INFORMATION REQUESTED (date/time):
INFORMATION PROVIDED (date/time):
INFORMATION REQUESTED (date/time):
INFORMATION PROVIDED (date/time):

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Procedure Action Request

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FAP04-004, Rev. 001-01; FAP04-013, Rev. 002-01; FAP04-011, Rev. 001-04

Reviews		Print	Sign	Date	Department
	☐				
	☐				
	☐				
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	Print	Sign	Date	Dept
Coordinator				
Member				

Training: ☒ None ☐ Nuclear Training ☐ Briefing ☐ Familiarization

☒ SQR Review and Approval

Approval ☒ Disapproval ☐

Thomas Regan 3-11-03
(1) SQR Sign/Date

Peter A Lusher
(2) Department Head Approval Sign

☐ SORC Review and Approval

N/A
(1) Department Head Sign/Date

(2) SORC Meeting Number

(3) SORC Approval Sign

☐ Department Head Review and Approval

N/A
(1) Department Head Approval Sign

Approval Date: 3/24/03 **Effective Date:** 4/1/03

Approval Date

4/1/03
Effective Date

EOF Emergency Communicator

1

This form provides guidance to the EOF Emergency Communicator for emergency response actions during an event that activates the SERO.

Section A: Initial Actions

- ☐ 1. Check ENRS for operability.
- ☐ 2. Sign in on the EOF Staffing Board and log date and arrival time on the SERO Log Sheet.
- ☐ 3. Obtain the initial IRF fax and verify off-site notifications were performed.
- ☐ 4. Distribute copy of IRF to ADEOF and DSEO.
- ☐ 5. Update IRF Status board.
- ☐ 6. Notify ADEOF of arrival and obtain event conditions and status.
- ☐ 7. Perform a detailed turnover with the control room Emergency Communicator, including, but not limited to: 1
  - CV report results
  - IRF status (update sent)
  - Plant conditions (stable, degrading)
  - Control Room turnover status (CR DSEO)
  - ERDS activation status
  - Support needed to page additional resources
  - Assistance requested from offsite agencies (Fire, Ambulance, Police, etc.).
- ☐ 8. Refer To and implement EPI-FAP07, "Notifications and Communications."

Prepared by: _____ _____ _____

Signature | Print | Date

Docket Nos. 50-245
50-336
50-423
B18874

Attachment 5

Millstone Power Station, Unit Nos. 1, 2 and 3

Emergency Procedures Implementing (EPI) Functional Administrative Procedure (FAP)
MP-26-EPI-FAP06
"Classification and PARs"

08/20/02
Approval Date

09/03/02
Effective Date

Procedure Action Request

Document No.: MP-26-EPI-FAP06	Writer: L. Sinopoli	Rev. No. 000	Minor Rev. 03

Title: Classification and PARs

For New Documents Document is QA ☐ DH Title:

☐ Revision ☒ Minor Revision ☐ Cleanup Revision ☐ Biennial Review

☐ Cancel ☐ Void (Do Not Use) ☐ Expire ☐ Superceded By: ____

Comments: ☐ Administrative Correction FLS: _____

CR-03-01242

Reviews		Print	Sign	Date	Department
	☐				
	☐				
	☐				
RCD	☒	K. Burgess	K Burgess	2/20/03	EPD
E-Plan-50.54(q)	☒	K. Burgess	K Burgess	2/20/03	EPD
Environmental Screen	☒	K. Burgess	K Burgess	2/20/03	EPD
Licensing Basis (50.59 Screen Req. ☐ Yes ☐ No)	☐				
Tech Independent	☒	Tim Dembek	Tom Dembek	2/21/03	EPD

Validation	☒ None	☐ Field - Use MP-05-DC-SAP01-004	☐ Simulated Performance - Use MP-05-DC-SAP01-004	☐ Table Top and Walk-through	☐ Comparison
(minimum of two)	Print	Sign	Date	Dept	
Coordinator					
Member					

Training: ☒ None ☐ Nuclear Training ☐ Briefing ☐ Familiarization

☒ **SQR Review and Approval**

Approval ☒ Disapproval ☐

Thomas Rogers 3-11-03
(1) SQR Sign/Date

Peter A Fuhrer
(2) Department Head Approval Sign

☐ **SORC Review and Approval**

N/A
(1) Department Head Sign/Date

(2) SORC Meeting Number

(3) SORC Approval Sign

☐ **Department Head Review and Approval**

(1) Department Head Approval Sign

Approval Date: 3/24/03 **Effective Date:** 4/1/03

Station/Functional Administrative Procedure

Millstone Station

Classification and PARs

MP-26-EPI-FAP06

Rev. 000-03

Approval Date: 3/24/03

Effective Date: 4/1/03

STOP THINK ACT REVIEW

TABLE OF CONTENTS

1. PURPOSE

1.1 Objective

This procedure provides guidance on:

- The use of Emergency Action Levels (EALs) for classifying an emergency.
- Determining the offsite Protective Action Recommendation (PAR).

Terminating the emergency and transitioning into Recovery.

1.2 Applicability

1.2.1 Conditions exist which, in the judgment of the Shift Manager/DSEO, could be classified as an emergency.

1.2.2 Conditions have been stabilized and the DSEO is preparing to terminate the emergency and enter into Recovery.

1.3 Supporting Documents

EPI-FAP07, "Notifications and Communications"

EPI-FAP14, "Recovery"

RAC 14, "Non-Emergency Station Events " ①

1.4 Discussion

1.4.1 Event Classification

a. The decisions to classify an event and recommend protective actions are non-delegable responsibilities of the DSEO. Personnel will assist with the analysis of the event and the development of recommendations, but the ultimate approval authority rests with the DSEO. Input and recommendations that support the decision are provided by the ADTS for operational and EAL table input, the ADEOF for PAR and notification information, and the MOS for security considerations.

b. To ensure classification upgrades are timely and effective, a continuous communications network has been established between the CRDC in the affected Unit's Control Room, the TIC in the EOF, and the TSCSM in the TSC. The CRDC provides data on changing plant status and parameters. The TIC and the TSCSM provide this information to the DSEO and ADTS (respectively), answer operational and technical questions, and alert of potential impact on classification.

c. A 15 minute goal has been established by the NRC as a reasonable period of time for assessing and classifying an emergency once indications are available that an EAL initiating condition has been exceeded. After the event has been classified, regulations require the prompt notification of off-site authorities within 15 minutes.

1.4.2 Protective Action Recommendations (PARs) General Guidance

a. PARs are made whenever a General Emergency is declared. Millstone will not issue PARs for any accident classified below a General Emergency.

b. PARs provided in response to a radioactive release include evacuation and taking shelter.

- Evacuation is the preferred action unless external conditions impose a greater risk from the evacuation than from the dose received.
- Station personnel do not typically have the necessary information to determine whether offsite conditions would require sheltering instead of an evacuation. Therefore, an effort to base PARs on external factors (such as road conditions, traffic/traffic control, weather or offsite emergency worker response) should not be attempted.

c. At a minimum, a plant condition driven PAR to evacuate a 2 mile radius, and shelter all other Subzones (General Emergency Bravo), is issued at the declaration of a General Emergency. Depending on plant conditions, the following may be issued instead of the minimum PAR:

- 2 mile radius and 5 miles downwind, and shelter all other Subzones (General Emergency Alpha)
- 5 mile radius and 10 miles downwind, and shelter all other Subzones.

d. PARs are provided directly to the State DEP (via the IRF as part of the classification posture code or by phone communications).

- The PAR must be provided to the State within 15 minutes of the classification of the General Emergency or any change in recommended actions.
- The PAR must be provided to the NRC as soon as possible and within 60 minutes of (1) the classification of the General Emergency or (2) any change in recommended actions.

e. The DSEO may elect to specify PARs for any combinations of Subzones or the entire EPZ (or beyond) regardless of plant and dose based guidance.

f. PARs should not be extended based on the results of dose projections unless the postulated release is likely to occur within a short period of time. Plant based PARs are inherently conservative such that expanding the evacuation zone as an added precaution would result in a greater risk from the evacuation than from the radiological consequences of a release. It also would dilute the effectiveness of the offsite resources used to accommodate the evacuation.

g. Many assumptions exist in dose assessment calculations, involving both source term and meteorological factors, which make computer predictions over long distances highly questionable. In the event dose assessment results indicate the need to recommend actions beyond the outer EPZ boundaries (past 10 miles), field monitoring teams will be dispatched to downwind areas to verify the calculated exposure rates prior to issuing PARs outside the EPZ.

2. INSTRUCTIONS

2.1 Event Classification Based on EAL Tables

2.1.1 IF sufficient cause exists for classifying an emergency event, perform the following:

a. Analyze available information and develop a general understanding of events in progress.

b. Assign staff to collect and track information.

c. IF necessary, request additional assistance to support assessment of indications.

2.1.2 Determine whether a classifiable emergency exists as follows:

a. Review the applicable unit EAL tables:

- EPI-FAP06-001, "Millstone Unit 1 EAL Table"
- EPI-FAP06-002, "Millstone Unit 2 EAL Table"
- EPI-FAP06-003, "Millstone Unit 3 EAL Table"

NOTE

If an applicable category (column) is not found, the most applicable definition from the classification column should be utilized.

Attachment 5 describes offsite response and actions for each classification State Posture Code.

b. Search the EAL table for applicable accident category (column) and review the possible initiating conditions from most to least severe (top to bottom).

c. Review the remainder of the EAL table for other possible classification initiating conditions.

d. IF the event involves an unplanned release, Refer To Attachment 3, "OU1-Determination Criteria," to determine the classification and notification requirements as appropriate.

1) Notify the Unit Chemistry Supervisor to provide assistance in determining the magnitude of the release for OU1 determinations.

2) Evaluate the magnitude of the release.

3) IF a release has exceeded the specified limits, Go To step 2.1.2.e.

e. Declare the emergency and record the classification decision and declaration time in the logbook.

- IF two or more initiating conditions are met within a single classification level, declare the emergency based on the EAL which appears most limiting to the personnel or plant safety.
- IF two or more initiating conditions are met for several classification levels, declare the emergency based on the EAL for the highest classification level that applies.

NOTE

If a higher classification level is reached before SERO and Offsite notifications have been performed, the lower classification notification is halted and notification for the higher classification is then made

f. Direct the Emergency Communicator to Refer To EPI-FAP07, "Notifications and Communications," and initiate notifications, as appropriate. ③

g. IF the event is classified as Unusual Event or higher, Refer To the following checklists and perform the applicable steps for the event in progress. ②

1) EPI-FAP01-001, "Control Room Director of Station Emergency Operations (CR-DSEO)"

2) EPI-FAP04-001, "Director of Station Emergency Operations (DSEO)"

2.1.3 IF the event has been evaluated and is not addressed by the Emergency Action Level tables, Go To RAC 14, "Non-Emergency Station Events." ①

2.2 Transitory Events

2.2.1 IF the currently declared event has abated to a lower classification level or the situation has been resolved prior to completion of off-site notifications:

a. For Unusual Event level emergencies:

1) Complete the initial notifications of SERO, State and NRC personnel noting that the initiating conditions no longer exist on the call-in message and notification forms.

2) Terminate the emergency and enter into Recovery (Section 2.3).

b. For Alert and higher level emergencies:

1) Complete the initial notifications of SERO, State and NRC personnel noting that the initiating conditions no longer exist on the call-in message and notification forms.

2) IF applicable, maintain the classification level until all facility activation activities are completed.

3) Terminate the emergency and enter into Recovery (Section 2.3).

NOTE

Event declarations are used to initiate notification processes and predefined response activities. Once an emergency has been declared, there is little to be gained from downgrading the classification level. Termination of the emergency and entry into Recovery is preferred over downgrading whenever possible.

2.2.2 IF an emergency declaration is found to be too conservative, it can be:

a. Reclassified at the appropriate classification level once the immediate actions (onsite and offsite) have been conducted or controlled.

b. Terminated into Recovery to initiate follow-up activities.

2.3 Emergency Termination and Transition to Recovery

Termination of the emergency and entry into Recovery enables the on-site and off-site response organizations to disband or reduce their staff and begin the process of returning to a normal mode of operation. Termination also signifies that the safety of the public, company employees and the plant is no longer jeopardized.

2.3.1 IF entering Recovery from an Unusual Event, determine the need for a Recovery Plan and support organization.

a. Generally, the activities following an Unusual Event will not require the formation of a Recovery Organization or a transition period prior to event termination and entry into Recovery.

b. Go To EPI-FAP14, "Recovery," for further guidance on the generation of required reports.

2.3.2 IF entering Recovery from an ALERT or higher classification level, complete EPI-FAP06-004, "Termination Checklist."

a. If conditions will allow for the termination of the emergency and entry into Recovery, Go To EPI-FAP14, "Recovery."

b. IF conditions do not support termination of the emergency and entry into Recovery, continue following the guidance provided in Section 2.1.

2.4 Plant Based Protective Action Recommendations (PARs)

2.4.1 Refer To EPI-FAP06-005, "Control Room Protective Action Recommendations" or EPI-FAP06-006, "EOF Protective Action Recommendations." to determine the proper PAR.

2.4.2 Evacuation of a 5 mile radius and 10 miles downwind (with sheltering of all other Subzones) will be recommended for plant conditions in which:

a. All three fission product barriers have been lost.

b. Containment Radiation Monitors reading:

1) >19,000 R/Hr for Unit 2.

2) >30,000 R/Hr for Unit 3.

c. EPA PAGs (≥ 1 Rem TEDE or ≥ 5 Rem CDE thyroid) are or are suspected to be exceeded beyond 5 miles.

2.4.3 Evacuation of a 5 mile radius and 10 miles downwind (with sheltering of all other Subzones) will be recommended for a General Emergency - Alpha declaration.

2.4.4 At a minimum, evacuation of a 2 mile radius and sheltering of all other Subzones will be recommended for a General Emergency - Bravo declaration.

2.4.5 IF a release is in progress:

a. Perform offsite dose assessment as soon as possible to determine if PAGs are exceeded and if additional Subzones require evacuation.

b. Add any Subzones requiring evacuation as determined by dose assessment to the plant based PARs.

2.4.6 IF no release is in progress:

a. Perform offsite dose projections on possible conditions as time permits to determine if PAGs could be exceeded.

b. Consider adding any Subzones requiring evacuation as determined by dose projection to the plant based PARs.

2.5 Dose Assessment Based Protective Action Recommendations (PARs)

NOTE

Dose projections are not required to support the decision process in EPI-FAP06-005, "Control Room PARs" or EPI-FAP06-006, "EOF PARs."

2.5.1 From the Control Room: If a release is in progress and time permits, perform offsite dose assessment in accordance with EPI-FAP10 to determine whether the plant based protective actions are adequate.

2.5.2 From the Emergency Operations Facility: Conduct offsite dose assessment in accordance with EPI-FAP10 to determine whether the plant based protective actions are adequate.

2.5.3 In the event dose assessment results indicate the need to recommend actions beyond the outer EPZ boundaries, that is past 10 miles:

a. Dispatch RMTs to downwind areas to verify the calculated exposure rates prior to issuing PARs outside the EPZ.

b. Many assumptions exist in dose assessment calculations, involving both source term and meteorological factors, which make computer predictions over long distances highly questionable.

2.5.4 The ADEOF and the MRDA shall discuss dose assessment and projection analysis results and evaluate their applicability prior to issuing PARs to the State if possible.

3. SUMMARY OF CHANGES

3.1 Revision 000-03

3.1.1 Step 2.1.2.f, changed Shift Technician to Emergency Communicator (CR-03-01242)

3.2 Revision 000-02

3.2.1 Added the word "checklist" on page 6 step 2.1.2.g.

3.2.2 Added the definition of "Lead Unit" to Attachment 1.

3.2.3 Corrected route numbers in Attachment 4.

3.3 Revision 000-01

3.3.1 Procedure EPIP 4400A, "Non-Emergency Station Events," was converted to RAC 14, "Non-Emergency Station Events."

3.4 Revision 000

3.4.1 Original issue

Attachment 1
Definitions and Abbreviations

Definitions

Event Category - A list of plant or other conditions used to organize the columns of the EAL tables (i.e. Loss of Power, Equipment Failure, Radiation Hazard, etc.)

Lead Unit - The unit which assumes classification responsibilities for reportable events. The lead unit may be any of the following:

- In unit specific events, the affected unit
- For non-unit specific events Unit 3 is the lead unit, unless otherwise designated . (2)
- In situations involving multiple events, the unit experiencing the most severe event has the lead.
- A non-affected unit may be requested to assume the lead by the affected unit (e.g., loss of control room habitability).

Release in Progress - ANY radioactive release which is a result of, or associated with, the emergency event.

Significant Transient - Includes response to automatic or manually initiated functions such as trips, runbacks involving greater than 25% thermal power changes, ECCS injections, or thermal power oscillations of 10% or greater.

Transient - A condition that is:

- Beyond the expected steady-state fluctuations in temperature, pressure, power level or water level.
- Beyond the normal manipulations of the Control Room operating crew.
- Expected to require actuation of fast-acting automatic control or protection systems to bring the reactor to a new safe, steady state condition.

Abbreviations

EAL - Emergency Action Level

PAR - Protective Action Recommendation

Attachment 2
Responsibilities

(Sheet 1 of 1)

1. The Shift Manager/CRDSEO is responsible for assessing and classifying events and making PARs until relieved by the DSEO in the EOF.

Attachment 3
OU1-Determination Criteria

(Sheet 1 of 1)

Initiating Condition 1

Any airborne radioactive release that, when averaged over a period of 1 hour, results in concentrations in unrestricted areas that exceed 2 times the applicable concentration limits specified in 10 CFR 20 part 20.1-20.601, Appendix B or Table II, Column 1.*

Initiating Condition 2

Any liquid effluent release that when averaged over a time of 1 hour, exceeds 2 times the applicable concentration specified in Part 20 Appendix B Table 2 Column 2 at the point of entry into the receiving waters, (i.e., unrestricted area) for all radionuclides except tritium and dissolved noble gases.*

* Millstone uses the 1/1/92 version of 10 CFR 20 for radiological effluents.

Attachment 4
PAR Zone Descriptions

(Sheet 1 of 1)

Zone	Town	Area
A	Waterford	The western and southern boundaries follow the Niantic River out to the shoreline along the Long Island Sound. The eastern boundary follows the town line up to Route 1. The northern boundary follows Route 1 to the northern end of the Niantic River to the intersection of the town line.
	East Lyme	The eastern and southern boundaries follow the Niantic River out to the shoreline along the Long Island Sound. The western boundary follows the Lyme Town Line (Fourmile River) up to Interstate 95. The northern boundary follows Interstate 95 to interchange #75 (Route 1 exit) and then follows Route 1 to the intersection with the Waterford town line.
B	East Lyme	The southern boundary begins at the intersection of Interstate 95 and the Lyme town line. It the follows Interstate 95 to interchange #75 (Route 1 exit).The northern boundary follows Route 1 to the intersection with the Lyme town line. The western boundary follows the Lyme town line to where it intersects with Interstate 95.
	Waterford	The southern boundary begins at the intersection of Route 1 and the town line of East Lyme at the northern end of the Niantic River. It then follows Route 1 to the New London town line. The eastern boundary follows the town line to Route 95. The northern boundary follows Route 95 to 85, along Route 85 to the intersection of Route 395, and then along Route 395 to the west town line. The western boundary follows the East Lyme town line down to where it intersects Route 1 at the north end of the Niantic River.
	New London	All of New London is contained in this Subzone.
C	East Lyme	The southern boundary follows Route 1 from the town line to Route 95 and Route 95 to the east town line. The eastern boundary follows the town line. The northern boundary follows the town line. The western boundary follows the town line down to Route 1.
	Waterford	The southern boundary follows Route 395 from the town line to the intersection of Route 85, Route 85 to Route 95, then along Route 95 to the town line. The eastern boundary follows the Thames River to the town line. The northern boundary follows the town line. The western boundary follows the town line to Route 395.
	Montville	The southern boundary follows the town line. The eastern boundary follows the waterline through Horton Cove to Route 32. The northern boundary follows Route 32 to Raymond Hill Road, Raymond Hill Road to Route 395, Route 395 to Route 163, Route 163 to Chesterfield Road, Chesterfield Road (including Oakdale Heights) to Route 85, Route 85 to the Salem town line, and the Salem town line to the East Lyme town line. The western town line follows the town line from East Lyme to Waterford.
D	Old Lyme	All of Old Lyme is contained in this Subzone.
	Lyme	The southern boundary follows the town line from Route 156. The eastern boundary follows the town line to Beaver Brook Road. The northern boundary follows Beaver Brook Road to the intersection of Route 156. The western boundary follows Route 156 to the town line.
E	Ledyard	The southern boundary follows the town line from the Thames River to Route 117. The eastern and northern boundaries follow Route 117 to Sandy Hollow Road, Sandy Hollow Road to Whalehead Road, Whalehead Road to the southern leg of the Tom Allyn Brook, and the Tom Allyn Brook to the Thames River. The western boundary follows the Thames River from the pond inlet north of Allyn Point down to the town line.
	Groton	All of Groton is contained in this Subzone.
F	Fishers Is.	All of Fishers Island is contained in this Subzone.
N/A	Plum Is.	All of Plum Island is contained in this Subzone.

Attachment 5
State and Local Posture Code Response and Protective Actions

(Sheet 1 of 1)

Unusual Event

Delta 1: Unusual occurrence with no unplanned release of radioactivity.

Offsite officials will make no public protective actions.

Delta 2: Unusual occurrence with an unplanned release of minute amounts of radioactivity.

Possible stand-by for key staff. Offsite officials will make no public protective actions.

Alert

Charlie 1: Actual or potential release of minute amounts of radioactivity.

Key staff on stand-by. Optional activation of the EOCs. Bring EAS to stand-by status. Consideration given to monitoring food, water, and milk pathways.

Site Area Emergency

Charlie 2: Actual or potential release of limited amounts of radioactivity.

Activation of the EOC. Coordinate activation of EAS and offsite sirens. Monitor food, water, and milk pathways. Consideration given to placing milk animals on stored feed.

General Emergency

Bravo: Events with a potential delayed release of relatively large amounts of radioactivity such as station blackout or loss of Control Room security.

Activation of the EOC (if not already done). Coordinate activation of EAS and offsite sirens. Evacuation of Zone 'A'. Shelter all other Zones. Control food, water, and milk.

Alpha: Actual or potential release of large amounts of radioactivity. Actual or potential breach in containment.

Activation of the EOC (if not already done). Coordinate activation of EAS and offsite sirens. Evacuation of Zones 'A' and 'B'. Shelter all other Zones. Assess the need to evacuate additional Zones. Control food, water, and milk.

Docket Nos. 50-245
50-336
50-423
B18874

Attachment 6

Millstone Power Station, Unit Nos. 1, 2 and 3

Emergency Procedures Implementing (EPI) Functional Administrative Procedure (FAP)
MP-26-EPI-FAP07
"Notifications and Communications"

08/20/02
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09/03/02
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Procedure Action Request

Document No.: MP-26-EPI-FAP07	Writer: Lisa SInopoli	Rev. No. 002	Minor Rev. 03

Title: Notification and Communications

For New Documents Document is QA ☐ DH Title:

☐ Revision ☒ Minor Revision ☐ Cleanup Revision ☐ Biennial Review
☐ Cancel ☐ Void (Do Not Use) ☐ Expire ☐ Superceded By: ____

Comments: ☐ Administrative Correction FLS: _____

CR-03-01242

Reviews		Print	Sign	Date	Department
	☐				
	☐				
	☐				
E-Plan-50.54(q)	☒	K. Burgess	K Burgess	2/19/03	EPD
RCD	☒	K. Burgess	K Burgess	2/19/03	EPD
Environmental Screen	☒	See Attached Form	K Burgess	2/4/03	EPD
Licensing Basis (50.59 Screen Req. ☐ Yes ☐ No)	☐				
Tech Independent	☒	J. Fuller		2/19/03	NTD

Validation	☒ None ☐ Field - Use MP-05-DC-SAP01-004 ☐ Simulated Performance - Use MP-05-DC-SAP01-004 ☐ Table Top and Walk-through ☐ Comparison			
(minimum of two)	Print	Sign	Date	Dept
Coordinator				
Member				

Training: ☒ None ☐ Nuclear Training ☐ Briefing ☐ Familiarization

☒ SQR Review and Approval
Approval ☒ Disapproval ☐
K Burgess 3/12/03
(1) SQR Sign/Date
Patricia A Fuller
(2) Department Head Approval Sign

☐ SORC Review and Approval
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Functional Administrative Procedure

Millstone Station

Notifications and Communications

MP-26-EPI-FAP07

Rev. 002-03

Approval Date: 3/24/03

Effective Date: 4/1/03

TABLE OF CONTENTS

1. PURPOSE

1.1 Objective

Provide guidance to the Emergency Communicator, or other qualified ENRS operator, for performing prompt notifications of reportable events classified as NRC and State Posture Code emergency events. ③

1.2 Applicability

Conditions exist which have been assessed by the Shift Manager/DSEO and classified as an emergency.

Conditions have been stabilized and the DSEO is preparing to terminate the emergency and enter into Recovery.

1.3 Supporting Documents

EPI-FAP06, "Classification and PARs"

EPA-REF08B, "Millstone Emergency Planning Resource Book" ③

1.4 Discussion

This procedure ensures timely completion of the following, in descending order of priority:

- Notification of the State of Connecticut Department of Environmental Protection (DEP)
- Notification of other offsite entities (i.e., Local, State)
- Notification of the NRC
- Performance of additional notifications (Information Technology, ANI, Corporate etc.)
- Performance of administrative actions

Reporting time limits for NRC and State Posture Code emergency events are as follows:

- Regulations require that notification to CT State DEP, Division of Radiation, and to the local officials shall be accomplished within 15 minutes of an emergency event classification (e.g., Unusual Event and above).
- NRC regulations require the licensee to notify the NRC immediately after notification of state and local agencies, but not later than one hour after declaration of an emergency classification.

In situations involving multiple events at different units, the event classification reported shall reflect the most severe event. For example, if Unit 2 is experiencing an Alert (Charlie-One) event and Unit 3 is experiencing a Site Area Emergency (Charlie-Two) event, the event shall be reported as a Site Area Emergency (Charlie-Two) event. The lesser event shall be reported in an update radiopager message. Both events shall be reported to the NRC via the ENS.

The IRF is processed with the "Additional Information" section being filled in and recorded.

If an IRF is to be released and the circumstances or conditions which caused the report have already been corrected, only one IRF is required. The following applies:

- The event is self terminating with the release of the initial IRF.
- The "A further report will not be given" block shall be checked.

For events that activate the SERO, the on-shift Emergency Communicator may be relieved of notification responsibilities by a minimum staffing Emergency Communicator in the EOF. In this case, a formal turnover of notification responsibilities from the control room to the EOF is required. ③

Definitions and abbreviations are contained in Attachment 1.

Responsibilities are contained in Attachment 2.

2. INSTRUCTIONS

2.1 Nuclear Incident Report Form (IRF) Radiopager Notification

2.1.1 Log onto the ENRS terminal.

NOTE

A loss of the Flanders line will cause total loss of the ENRS primary server *and* loss of the local area network (LAN). ENRS can be activated using the backup server via a modem.

2.1.2 IF the Flanders line is lost, Go To Section 2.8.7 and perform backup from modem.

2.1.3 Complete a written copy of EPI-FAP07-001, "Nuclear Incident Report Form (IRF)."

NOTE

1. Meteorological data is available from SPDS or OFIS.
2. If the release pathway is unknown, the Met Tower 142' elevation data should be used.
3. The CR-DSEO or the ADEOF should be consulted for the appropriate Met data for the release path.

2.1.4 Enter meteorological data as follows:

- IF data is available, verify the appropriate Met Tower level reading is being used and enter data in "Current Site Wind" and "Forecast Site Wind" sections.
- IF data is not available, enter NA in the "Current Site Wind" and "Forecast Site Wind" sections.

2.1.5 Obtain DSEO authorization signature on the written IRF.

2.1.6 Open "RapidReach Primary" folder and "RapidReach" icon.

2.1.7 At "RapidReach Login" screen, select user ID and enter the password.

2.1.8 Open "EasyView" icon.

2.1.9 At "EasyView Login" screen, select user ID and enter the password.

NOTE

If ENRS primary is operable, blue lights will be flashing in the upper right corner of the screen.

③

2.1.10 IF ENRS primary is not operable, Refer To Section 2.8 and perform backup or remote operation.

2.1.11 Enter IRF data, as follows:

a. Open "IRF" form.

b. Using the completed EPI-FAP07-001, enter the information into IRF template.

c. To ensure all applicable blocks are filled in, click on the grey box at the bottom of the form. ③

d. Print IRF and verify information is correct.

2.1.12 Obtain DSEO initials on the IRF printout.

2.1.13 Save IRF as follows:

a. Select "File" and "Print."

NOTE

Saving the IRF form to "Print-2-Image" attaches the fax to the radiopager message.

b. Select "Print-2-Image," and select "OK." ③

c. At the "Select Configuration" box, select appropriate setup.

d. At the "Select Message to Fax" screen, select "Root" tree.

e. At the "Root" tree, select appropriate message (e.g., Emergency Call-Outs, etc.) and select "OK." ③

f. Maximize "RapidReach" screen.

g. Select "microphone" icon ("Show Message Window").

2.1.14 Transmit IRF message as follows:

a. At "Root" tree, select appropriate message.

1) IF the event is being terminated, select "Event Termination Message." ③

b. To hear the "Alpha Pager Message" select "Play," and verify information is correct (message may be recorded again, if necessary).

c. Maximize "EasyView" screen.

d. Select appropriate scenario.

e. Select the lightning bolt icon.

f. Select "Set Common Message."

g. At "Root" tree, select appropriate message (e.g., Emergency Call-Outs, etc.) and select "OK." ③

CAUTION

1. Failure to select the correct scenario (i.e., classification or group page) may result in unwarranted activation or the release of misinformation.
2. The scenario and message must be read and verified before selecting the "Start" button.

h. Stop and verify scenario and message are accurate.

1) Quick start scenario matches drill/event scenario (top right hand corner). ③

2) Call-out list matches scenario chosen.

i. At "Start of Scenario" screen, select "Start."

2.1.15 IF the wrong scenario has been chosen, perform the following:

a. Immediately terminate callout from EasyView by clicking on the stop light icon. ③

b. Notify the appropriate SM/DSEO of the incorrect message.

c. Direct Security at SAS to transmit retraction to state and local responders and SERO using backup paging terminal.

d. Provide Security with a retraction message such as "DISREGARD PREVIOUS EVENT MESSAGE. A NEW PAGER MESSAGE WILL FOLLOW."

e. WHEN retraction message is received, Refer To Step 2.1.14 and transmit corrected message.

2.1.16 IF access to the EOF OR TSC has been restricted, notify SAS to transmit one of the following text message(s) to SERO responders: ③ ①

- "Access to (EOF)(TSC) restricted. Report to backup location."
- "Do not report to site. Standby for more info."

NOTE

Recording the IRF audio message shall be completed immediately after transmitting the IRF message and prior to Step 2.1.19. Recording should not be rushed or difficult to understand. ① ③

2.1.17 Record IRF data, as follows:

a. Maximize "RapidReach" screen.

b. Select "microphone" icon ("Show Message Window").

c. At "Root" tree, select "Informational Message."

d. At "Audio Message" screen, select "microphone" icon.

e. To record entire IRF, select "REC" and WHEN finished, select "STOP."

f. To verify recorded information is satisfactory, select "PLAY" and listen to the message. ③

g. WHEN message is verified, select "OK."

NOTE

Attachment 3, "Notification Locations," provides information on which individuals and agencies are notified.

2.1.18 Verify radiopager sent, as follows:

a. Monitor the "RapidReach Overview" screen and select the most recent scenario number from call-out grid box (the top box) to verify appropriate groups or individuals have been paged.

b. Verify that the page message was sent to the control room console pager.

c. IF no responders call in within 5 minutes after release of the message, consider the transmission as failed and Refer To Section 2.9, "ENRS Failure."

d. Periodically monitor "EasyView" and "RapidReach" screens as positions call back acknowledging page. ③

2.1.19 IF Alert or higher classification, Refer To Section 2.4 and complete all steps to activate the ERDS link.

2.1.20 Verify fax is received in respective control room or EOF, as applicable.

2.1.21 At RapidReach "Overview" screen, select the printer icon located at the right of the "Groups-In - Callout" box.

2.1.22 Print callback verification (CV) report.

2.1.23 IF SERO is activated, fax initial CV report (SERO results) to the EOF Emergency Communicator (EC). ③

CAUTION

It is essential that the current call-out(s) is terminated before initiating a new call-out.

2.1.24 IF call-out is complete or a new call-out needs to be initiated, select the red traffic light in "EasyView" to deactivate the call-out in progress.

2.1.25 IF ENRS is not operable, Refer To Section 2.9, "ENRS Failure," and EPA-REF08B, "Millstone Emergency Planning Resource Book," Section "Off-Site Town/Agencies," and manually fax notifications to state and local officials. ③

- End of Section 2.1 -

2.2 Callback Verification

NOTE

Attachment 5, "Notification and Callback Guidance," provides guidance for verification of required actions.

2.2.1 IF the following have not called in, attempt callback verification within approximately 15 minutes after event message has been transmitted:

- State of Connecticut DEP Dispatch
- State and local responders

NOTE

Printed CV reports will not be available if there is a loss of the network. IT assistance will be required. ③

2.2.2 Refer To CV report and perform the following:

a. Document State and local non-responders. ③

NOTE

Only one attempt is required for a UE backup notification.

b. Refer To EPA-REF08B, "Millstone Emergency Planning Resource Book," Section 5, Offsite Town/Agencies, and attempt one backup notification of non-responders. ③

c. Log times of each attempt to State/local responders. ③

d. IF event is ALERT or higher and State/local non-responders cannot be reached, perform the following:

1) Contact State Police Barracks Dispatcher (Troop E)

2) Request immediate assistance in notifying non-responders.

3) Request police confirm response to the message.

e. Perform additional backup notifications as time permits starting with "Minimum Staffing." ③

2.2.3 Print copy of SERO CV report only and fax to the EC in EOF.

2.2.4 Print the final ENRS CV report when initial and backup notifications have been completed.

- End of Section 2.2 -

2.3 NRC Notifications

NOTE

1. State of Connecticut posture codes, (e.g., Delta-One, etc.) shall not be used when notifying the NRC of reportable events.
2. It is good practice to notify the NRC of the next planned report, e.g., one hour if the event is fast-breaking or as plant conditions change.
3. If SDO has not reported to the Control Room, the Emergency Communicator is responsible for notifying the NRC unless the Manager of Communications (MOC) has arrived at the EOF and is ready to perform this notification. Notification must be made within 60 minutes of event classification. ③

2.3.1 Verify the Station Duty Officer (SDO) has notified the NRC via the ENS line. ③

2.3.2 IF notification has not been made, record applicable information for an event on EPI-FAP07-003, "NRC Event Notification Form."

2.3.3 Notify the NRC using ENS. ③

2.3.4 IF ENS is *not* operable, Go To or direct SDO to go to Section 2.10, "ENS Failure."

2.3.5 Refer To and complete EPI-FAP07-002, "NRC Notification Checklist."

- End of Section 2.3 -

2.4 ERDS Activation ③

NOTE

ERDS activation is required for an Alert or higher classification.

2.4.1 Activating the Emergency Response Data System (ERDS)

a. At plant process computer terminal for Unit 2:

1) Locate the Unit 2 PPC TOP_MENU display.

2) Select the SPDS button.

3) Select the Initiate ERDS button to activate ERDS transmission.

4) Select Yes to confirm activation.

b. At plant process computer terminal for Unit 3:

1) Select NSSS menu page 3 of 3.

2) Select Function F11 Activate/Terminate ERDS.

3) Select Function F1 to activate ERDS transmission.

4) Select Function F12 to confirm activation.

c. Verify ERDS activation as follows:

1) At the Unit 2 or Unit 3 TOP_MENU display of an OFIS terminal, select OFIS menu button.

2) Select ERDS Point List button.

3) Verify "Data Transmission to the NRC ERDS" is "INITIATED."

NOTE

"ERDS Status" shows the current status of the modem connection with the NRC. By design, the NRC will refuse the first connection request. ERDS send software will automatically retry the connection until a connection is established. If the connection is lost during an ERDS session, the ERDS send software will try to reconnect. The NRC should accept the second connection request.

4) Verify "ERDS Status" is "Link Active."

5) IF "ERDS Status" has not changed to "Link Active" after 3 minutes, notify IT of an ERDS connection failure.

NOTE

The time of the last data transmission should update every 15 seconds, as long as the link is active.

6) WHEN a "Link Active" status is obtained, verify "Time of Last Data Transmission to the NRC" has been updated.

d. Contact the NRC to verify ERDS data is being received.

- End of Section 2.4 -

2.5 Additional Notifications

2.5.1 IF an Unusual Event or higher, Refer To EPA-REF08B, "Millstone Emergency Planning Resource Book," and notify OR direct the SDO to notify the Richmond Control Center Security Specialist. ③

2.5.2 Ensure American Nuclear Insurers (ANI) is notified.

- End of Section 2.5 -

2.6 Sending Additional IRF Messages (Updates) ③

NOTE

1. For an Alert or higher, the following "scenario message" should be used if SERO is activated and additional messages are required. The SERO is not required to call in once activated. ③

   "SERO ACTIVATED – SEND ADD'L MESSAGES"

2. For an Unusual Event only, the following scenario message should be used if additional messages are required. ③

   "UE UPDATE – NO CALL-IN REQUIRED"

2.6.1 IF any of the following conditions occur, Refer To Step 2.1.3 and perform notifications:

- SERO is activated and additional messages are required. Select the "SERO Activated – Send Add'l Messages," scenario.
- SERO is not activated and additional messages are required. Select "UE Update – No Call-In Required," scenario. ③
- Update or reclassification notifications are directed.
- The emergency has been terminated and was not closed out in initial report.

2.6.2 IF all existing events have been terminated and callback verifications have been completed, Refer To Section 2.7 and restore ENRS general default message.

- End of Section 2.6 -

2.7 System Restoration and Administrative Actions

2.7.1 Ensure all CV reports are finished.

2.7.2 Print final copy of CV report.

NOTE

Step 2.7.3 should be performed for every notification.

③

2.7.3 IF all existing events have been terminated and callback verifications are complete, restore general default as follows:

a. Select "RapidReach."

b. Select "microphone" icon. ("Show Message Window")

c. At "Root" tree, select "Informational Message."

d. At "Audio Message" screen, select "microphone" icon.

e. Record the following message:

"There is no information presently available at Millstone Station."

f. Verify recorded information is satisfactory and select "OK."

g. From "Root" tree, select event message used ("Emergency Call-Outs," etc.).

h. Select red minus button in fax box on lower right of screen.

i. Select "Yes" to delete and observe "Same as alpha pager" in fax message box.

2.7.4 Ensure all call-outs have been deactivated. ③

2.7.5 Close the following:

a. "RapidReach"

b. "EasyView"

c. "IRF" word document

2.7.6 Perform ENRS log-off. ③

2.7.7 Review IRFs and verify appropriate termination message has been issued.

2.7.8 Obtain original of the following documents for the applicable unit control room:

- EPI-FAP07-001, "Nuclear Incident Report Form (IRF)," and printout.
- EPI-FAP07-002, "NRC Notification Checklist," as applicable.
- EPI-FAP07-003, "NRC Event Notification Form."

- ENRS callback verification report printout (CV report).
- Any other completed attachments.

2.7.9 Send copies of the following documents to the Manager, Emergency Preparedness Department:

- EPI-FAP07-001, "Nuclear Incident Report Form (IRF)" and printout.
- EPI-FAP07-002, "NRC Notification Checklist," as applicable.
- EPI-FAP07-003, "NRC Event Notification Form"
- ENRS callback verification report printout (CV report)
- Fax copy of all IRFs received in control room ③
- Any other completed attachments
- Condition Report (if applicable)
- Log entries, as applicable

- End of Section 2.7 -

2.8 Backup and Remote Operation

2.8.1 IF "RapidReach Primary" does not connect, open "RapidReach Backup."

2.8.2 IF "RapidReach Backup" connects, Refer To Section 2.11, "Switching and Restoring Telephone Lines," and transfer the phones. ③

2.8.3 IF "RapidReach Backup" connects and phone lines transfer correctly, Go To Section 2.1, and perform the same steps as for "RapidReach Primary" using "RapidReach Backup" and "EasyView Backup."

NOTE

If unable to connect to either the primary or backup via the LAN, "RapidReach" may not be used to fax or record the IRF into the "Informational Message." Faxes must then be sent via the SNET Faxworks. If time permits, it is preferable to use "EasyView Remote" to allow State and local officials and SERO to call in and provide a graphical display of the positions being filled.

2.8.4 IF "RapidReach Backup" using LAN does not connect (leaving the phone lines in primary), select the icon labeled "Modem to Primary Server" from the RapidReach primary folder. ③

2.8.5 IF the connection is made, select "EasyView Remote" from the "RapidReach Primary" folder and perform the following:

a. Select a scenario.

b. Select lightening bolt.

c. Set the common message.

d. Select "Start."

e. Refer To Step 2.9.3 and distribute IRF via SNET Faxworks.

f. IF access to the EOF OR TSC has been restricted, notify SAS to transmit one of the following text message(s) to SERO responders: ①

- "Access to (EOF)(TSC) restricted. Report to backup location."
- "Do not report to site. Standby for more info."

g. Refer To Section 2.4 and activate the ERDS link.

2.8.6 IF "EasyView Remote Primary" does *not* connect, open "RapidReach Backup" folder and select the icon labeled "Backup to EOF."

2.8.7 IF Flanders line is lost, open "RapidReach Backup" folder, and select the icon labeled "Backup to EOF."

2.8.8 IF the connection is made, open "EasyView Remote" from the "RapidReach Backup" folder and perform the following:

a. Refer To Section 2.11 and transfer the phones from primary to backup server. ③

b. Select a scenario.

c. Select lightening bolt.

d. Set the common message.

e. Select "Start."

f. Refer To Step 2.9.3, and distribute IRF via SNET Faxworks.

g. IF access to the EOF OR TSC has been restricted, notify SAS to transmit one of the following text message(s) to SERO responders: ③

- "Access to (EOF)(TSC) restricted. Report to backup location." ①
- "Do not report to site. Standby for more info."

h. Refer To Section 2.4, and activate the ERDS link.

i. Monitor "EasyView Remote" screen as positions call back acknowledging screen.

j. IF the following have not called in, attempt callback verification within approximately 15 minutes after event message has been transmitted:

- State of Connecticut DEP Dispatch
- State and local responders

k. Refer To EPA-REF08B, "Millstone Emergency Planning Resource Book," Section 5, Offsite Town/Agencies, and attempt one backup notification of non-responders. ③

l. IF event is ALERT or higher and State/local non-responders cannot be reached, perform the following: ③

1) Contact State Police Barracks Dispatcher (Troop E)
2) Request immediate assistance in notifying non-responders.
3) Request police confirm response to the message.

2.8.9 IF phone lines were transferred to the back-up phone server, perform the following:

a. Complete all call-outs.

b. Refer To Step 0, and restore phone lines to the primary system.

2.8.10 IF no connection is made, Go To Section 2.9 and notify Security.

- End of Section 2.8 -

2.9 ENRS Failure

2.9.1 Notify SAS to transmit a text message to both State and local officials and SERO responders to include the following:

- [Applicable unit] [NRC Classification] [State Posture code] [Major EAL heading] [Minor EAL heading (code)] "Report to facility."
- Example: [MP3] [GE] [Alpha] [Barrier failure] [BG1] "Report to facility."

2.9.2 IF SAS is not able to assist, perform the following:

a. Dial paging system using confidential group page codes (see keyboard) for the State and Local Officials and the SERO. ③

b. When prompted, enter the password.

c. Refer To Attachment 4, "Unit Event Backup Codes," and enter numeric backup event code.

NOTE

1. This section is performed *only* when ENRS has failed or radiopager transmission was performed via "EasyView Remote."
2. A fax cover sheet is not required when distributing the IRF via SNET FaxWorks.

2.9.3 Distribute IRF via SNET FaxWorks as follows:

a. IF SNET FaxWorks is not operable, Refer To EPA-REF08B, "Offsite Towns/Agencies," and manually fax notification to State and local officials.

b. Place completed IRF in fax machine feeder tray.

c. Lift handset connected to fax machine, and enter SNET FaxWorks telephone number beginning with "9." ③

d. When prompted for password, enter SNET Faxworks password followed by an asterisk (*).

e. When prompted, enter "1" to send a fax.

f. When prompted for choice of fax transmission schedule, enter "1" for immediate dispatch.

g. When prompted for destination or distribution list number, enter "002" followed by an asterisk (*).

h. When prompted for next destination, enter pound key (#) to indicate there are no more destinations.

i. When a steady fax tone is heard, press the "Start" button on the telecopier.

j. Hang up handset of fax machine.

NOTE

ERDS is not activated for a Unit 1 event.

2.9.4 Refer To Section 2.4 and activate the ERDS link.

2.9.5 Verify all required call-in radiopager holders have received the radiopager message and fax as follows:

a. Document State and local non-responders first. ③

NOTE

Only one attempt is required for a UE backup notification.

b. Refer To EPA-REF08B, "Millstone Emergency Planning Resource Book," Section 5, Offsite Town/Agencies, and attempt one backup notification of non-responders. ③

c. Log times of each attempt to State/local responders. ③

d. IF event is ALERT or higher and State and local non-responders cannot be reached, perform the following:

1) Contact State Police Barracks Dispatcher (Troop E)

2) Request immediate assistance in notifying non-responders.

3) Request police confirm response to the message.

e. Perform additional backup notifications, as needed, starting with "Minimum Staffing." ③

2.9.6 Refer To EPA-REF08B, "Millstone Emergency Planning Resource Book," and notify Information Technology of ENRS failure.

2.9.7 Refer To EPI-FAP07-002, "NRC Notification Checklist," and ensure NRC notifications have been performed.

2.9.8 Refer To EPA-REF08B, "Millstone Emergency Planning Resource Book," and notify the Richmond Control Center Security Specialist. ③

- End of Section 2.9 -

2.10 ENS Failure

NOTE

1. This section is performed only when dedicated ENS lines have failed.
2. In an emergency, with loss of other communications, the state or local police may be contacted by radio and requested to place a call to the NRC.

2.10.1 IF ENS has failed, select one of the following methods, as applicable:

- Commercial telephone line
- Cellular telephone (station management or personal vehicle)
- Radio (state or local police to place call)

2.10.2 Obtain NRC Operations Center number from one of the following:

- Label on ENS telephone
- EPA-REF08B,"Millstone Emergency Planning Resource Book" ③
- Other listing or directory assistance (alternate number)

2.10.3 WHEN NRC is contacted, provide the following information:

a. ENS is not operable

b. Information recorded in EPI-FAP07-003, "NRC Event Notification Form"

c. IF event is being terminated via the report, notice of event termination.

2.10.4 Refer To EPA-REF08B, "Millstone Emergency Planning Resource Book," and notify telecommunications personnel (not on-call) of ENS failure. ③

2.10.5 Log NRC communications.

- End of Section 2.10 -

2.11 Switching and Restoring Telephone Lines ③

NOTE

If the ENRS primary phone server is down, a communication failure has occurred. Telephone lines will need to be switched to the backup phone server. ③

2.11.1 Switching the Phone Server from Primary to Backup ③

a. Lift the dedicated ENRS handset.

b. Press position "g" (blue button) labeled "Press for SERO Transfer."

c. Dial "2724."

d. Wait for confirmation tone (3 beeps).

e. IF confirmation tone is *not* heard, Go To Step 2.11.1.a.

NOTE

The light will stay on to indicate the successful transfer of telephone lines.

f. Hang up the handset and observe light on position "g" (blue button) illuminates, indicating transfer of SERO telephone lines.

g. Lift the dedicated ENRS handset again.

h. Press position "i" (red button) labeled, "Press for Transfer of State/Local to Back-up" and observe the following:

- Light on position "i" (red button) will illuminate for a few seconds and then turn off.
- Light on position "h" (yellow button) labeled, "Light 'ON' State/Local on Backup," will illuminate and stay on, indicating a transfer of State/Local lines.

i. Hang up the handset.

NOTE

IF backup system is operable, blue lights will be flashing in the upper right corner of the screen. ③

j. IF either OR both lights fail to illuminate, Go To Step 2.11.1.h.

NOTE

If the ENRS phone server is on the backup system, green lights will be illuminated on the telephone. ③

2.11.2 **Restoring** the Phone Server from Backup to Primary ③

a. Press position "g" (blue button) labeled "Press for SERO Transfer."

b. Observe that the light on position "g" (blue button) is not lit, indicating transfer of SERO lines.

2.11.3 Restoring the State/Local Lines to the Primary Server

a. Lift the dedicated ENRS handset.

b. Press position "j" (green button) labeled "Press to Restore State/Local to Primary" and observe the following:

- Light on position "j" (green button) labeled "Press to Restore State/Local to Primary" is lit.

NOTE

Lights on position "h" and position "j" will go out after illumination.

- Light on position "h" (yellow button) labeled "Light 'ON' State/Local on Backup" is not lit.
- Light on position "j" (green button) labeled "Press to Restore State/Local to Primary" is not lit.

- End of Section 2.11 -

2.12 Deactivating ERDS

2.12.1 At plant process computer terminal for Unit 2:

a. Locate the Unit 2 PPC TOP_MENU display.

b. Select the SPDS button.

c. Select the Terminate ERDS button to terminate ERDS transmission.

d. Select Yes to confirm termination.

2.12.2 At plant process computer terminal for Unit 3:

a. Select NSSS menu page 3 of 3.

b. Select Function F11 Activate/Terminate ERDS.

c. Select Function F2 to terminate ERDS transmission.

d. Select Function F12 to confirm termination.

2.12.3 Verify ERDS Termination as follows:

a. At the Unit 2 or Unit 3 TOP_MENU display of an OFIS terminal, select OFIS menu button.

b. Select ERDS Point List button.

c. Verify "Data Transmission to the NRC ERDS" is "TERMINATED."

d. Verify "ERDS Status" is "ERDS Link Not Connected."

e. Verify "Time of Last Data Transmission to the NRC" is no longer updating.

- End of Section 2.12 -

3. SUMMARY OF CHANGES

3.1 Revision 002-03

3.1.1 Added a new Section 2.4 titled "ERDS Activation."

3.1.2 Corrected title for REF08B throughout the procedure.

3.1.3 Changed "Shift Technician" to "Emergency Communicator" throughout the procedure (CR-03-01242).

3.1.4 Moved note and step on the Flanders line loss to step 2.1.2.

3.1.5 Added a note that if ENRS primary is operable, blue lights will be flashing in the upper right corner of the screen in step 2.1.10 and 2.11.1.j.

3.1.6 Added step 2.1.11.c to ensure all applicable blocks of the IRF are filled out.

3.1.7 Added "Select OK" to step 2.1.13.b and e. when preparing fax.

3.1.8 Added a new step 2.1.14.a on event termination message.

3.1.9 Added "Select play" in step 2.1.14 to hear the Alpha Pager Message.

3.1.10 Added information in step 2.1.14 on how to verify the accuracy of the scenario.

3.1.11 Modified step 2.1.15.a to click on the stop light icon to terminate the callout.

3.1.12 Added "one of" the following text messages in steps 2.1.16, 2.8.5.f, 2.8.8.g.

3.1.13 Added information in step 2.1.17 on recording and verify the IRF has been recorded.

3.1.14 Added information in step 2.1.21 on printing the CV report.

3.1.15 Added a CAUTION to stop the current call-out before a new call-out is started.

3.1.16 Changed "MOR" to EC in step 2.1.23.

3.1.17 Modified NOTE in step 2.2.2 on requesting IT assistance for obtaining CV report.

3.1.18 Added "State and local" to step 2.2.2.a and d., 2.8.8.l. 2.9.5.d.

3.1.19 Added "Section 5, Offsite Town/Agencies" to step 2.2.2.b, 2.8.8.k., 2.9.5.b.

3.1.20 Added step 2.2.2.c and 2.9.5.c to log times of attempts to call State/local.

3.1.21 Modified step 2.2.2.e. and 2.9.5.d. to "Minimum Staffing."

3.1.22 Added "EC" in step 2.2.3.

3.1.23 Added NOTE #3 in Section 2.3 to inform EC of NRC notifications.

3.1.24 Clarified step 2.3.3 to verify the SDO has notified the NRC via the ENS line.

3.1.25 Changed title of Section 2.4 to "ERDS Activation."

3.1.26 Moved steps 2.4.2 and 2.4.3 to a new section 2.5, "Additional Notifications."

3.1.27 Deleted step 2.6.2.b to logoff ENRS.

3.1.28 Added information on UE updates to NOTE in step 2.6.1 and in step 2.6.1.

3.1.29 Added note 2.7.2 to perform steps for every notification.

3.1.30 Added step 2.7.3 to ensure all callouts have been deactivated.

3.1.31 Added step 2.7.5 to perform ENRS logoff.

3.1.32 Modified step 2.8.4 to select icon from the RapidReach primary folder.

3.1.33 Added a reference to the keyboard in step 2.9.2.a.

3.1.34 Added the number "9" to step 2.9.3.c.

3.1.35 Deleted the group radiopage number from several notes.

3.1.36 Changed "Secondary" to "Backup" in Section 11.

3.2 Revision 002-02

3.2.1 Administrative change. Changed MPI to PITA in Attachment 3. (CR-02-11198)

3.3 Revision 002-01

3.3.1 Added steps 2.1.16, 2.7.5.f, 2.7.8.g to provide notification to SERO if access to the EOF or TSC has been restricted.

3.3.2 Note 2.1.17, corrected typographical error.

3.4 Revision 002

3.4.1 Changed EPUG 08B to EPA-REF08B in section 1.3, step 2.1.18, 2.2.3.b, 2.4.3, 2.8.3.a, 2.8.5.b, 2.8.6, 2.8.8, 2.9.2, 2.9.4, and FAP07-002.

3.4.2 Added note and steps 2.1.10, 2.7.7, and 2.7.8 to provide instructions on responding to a loss of the Flanders line.

3.4.3 Clarified in step 2.1.15 that callout is terminated from EasyView.

3.4.4 Clarified in steps 2.1.17.e and 2.8.4 note that ERDS is activated for an Alert or higher.

3.4.5 Updated title in step 2.6.5 to the Manager, Emergency Preparedness Department.

3.4.6 Added step in 2.7.5 to distribute IRF via SNET Faxworks.

3.5 Revision 001-06

3.5.1 Added step 2.1.14 to describe actions if the wrong scenario has been chosen. (AR 01005566-09)

3.6 Revision 001-05

3.6.1 Added steps f and g to step 2.1.12 to clarify how to prepare the IRF for transmittal.

3.7 Revision 001-04

3.7.1 Moved Caution Box and steps g and h from step 2.1.14 to step 2.1.13.

3.8 Revision 001-03

3.8.1 Reversed the order of step 2.1.13 and 2.1.14.

3.8.2 Added Note Box preceding step 2.1.14 to record the IRF voice message immediately after transmitting the IRF.

3.8.3 Added Note Box after Section 2.4 for when ERDS is required to be activated.

3.9 Revision 001-02

3.9.1 Added step 2.1.15.e to activate the Emergency Response Data System (ERDS) link.

3.9.2 Added step 2.7.5.d to activate the ERDS link.

3.9.3 Added step 2.8.4 to activate the ERDS link if there is an ENRS failure.

3.10 Revision 001-01

3.10.1 Added notification to Corporate in step 1.4.

3.10.2 Updated group radiopager numbers for state and local pagers in step 2.2.3 and step 2.8.4.

3.10.3 Added step 2.4.3 to notify Richmond Control Center Security Specialist if an Unusual Event or higher.

3.10.4 Added step 2.8.7 to notify the Richmond Control Center Security Specialist.

3.10.5 Deleted the reference to the trunk line to the Corporate exchange in step 2.9.1.

3.10.6 Added Richmond Control Center Security to notification locations in Attachment 3.

Attachment 1
Definitions and Abbreviations

(Sheet 1 of 2)

ADEOF - Assistant Director Emergency Operations Facility

CV - Callback Verification

Deactivate - To place a system, component, or organization in an inactive condition.

Incident Description - "Additional Information" section of the Incident Report Form (IRF) providing a simple description of the event.

Immediate Notification - Notification to the NRC of emergency, not to exceed 60 minutes of event declaration. ③

Initial Report - The first notification to the NRC, State and Local Officials and Agencies, and applicable personnel that reports an NRC classification and State Posture Code emergency event.

Lead Unit - The unit which assumes classification responsibilities for reportable events. The lead unit may be any of the following:

- In unit specific events, the affected unit (For a Unit 1 event, Unit 2 is the lead unit until the DSEO and ADTS arrive).
- For non-unit specific events, (i.e., station security, hurricane, earthquake, fitness for duty, etc.) Unit 3 is the lead unit, unless otherwise designated.
- In situations involving multiple events, the unit experiencing the most severe event has the lead.
- For non-unit specific events (i.e., hurricane, earthquake, etc.), Unit 3 is the lead unit.
- A non-affected unit may be requested to assume the lead by the affected unit (e.g., loss of control room habitability).

Notification Time - The time at which the IRF message is released (reported on).

Prompt Notification - The official notification of State and Local Officials and Agencies is within 15 minutes following initial classification; official notification of the NRC is as soon as possible, but within 60 minutes of State notification via the ENS; and for reclassification of an NRC and State Posture Code emergency event. [State 22a-135-1]

Reclassification Report - A prompt notification, subsequent to the initial report, to State and Local Officials and Agencies, the NRC, and applicable personnel that reports an escalation or de-escalation of event classification relative to the previous report.

Attachment 1
Definitions and Abbreviations
(Sheet 2 of 2)

SM - Shift Manager

Termination Report - The final notification to State and Local Officials and Agencies, the NRC, and applicable personnel that reports termination of the event. For Unusual Event (Delta-Two) or lower events, the initial report may also serve as the termination report if the event has been corrected in time for the initial report or has self-terminated. The "Additional Information" section shall be completed in these instances with a termination message.

UE - Unusual Event

Update Report - A notification, subsequent to the initial report, to State and Local Officials and Agencies, the NRC, and applicable personnel, that reports additional information on the event, but does not escalate or de-escalate classification of the event. The Update Report is issued approximately 60 minutes after the Initial or Reclassification Report.

Attachment 2
Responsibilities

(Sheet 1 of 1)

1. The CR-DSEO is responsible for directing the Emergency Communicator to complete notifications and approving Incident Report Forms (IRFs) until relieved by the DSEO. ③

2. The Emergency Communicator is responsible for completing off-site notifications. ③

3. After the EOF has been activated, the DSEO is responsible for approving completed IRFs; the Manager of Communications (MOC) is responsible for NRC communications; and the Assistant Director of Emergency Operations Facility (ADEOF) is responsible for directing the minimum staffing Emergency Communicator to update and terminate off-site notifications. ③

Attachment 3
Notification Locations

(Sheet 1 of 1)

Scenario: Unusual Event

Who is Paged:	SERO State and Local Officials (all)	
Who is Faxed:	State and Local Officials (all) Unit 2 & 3 Control Rooms Richmond Control Center Security	
Who is Called (automatic):	NNM, MRDA, PITA, all Unit ADTSs New London, Ledyard	(2)
Who Should Call-In:	14 required State and Local Officials NNM, MRDA, PITA, all Unit ADTSs	(2)

Scenario: Alert, Site Area Emergency, and General Emergency

Who is Paged:	SERO State and Local Officials (all)	
Who is Faxed:	State and Local Officials (all) Unit 2 & 3 Control Room Richmond Control Center Security	
Who is Called (automatic):	New London, Ledyard SERO (after 15 minutes)	
Who Should Call-In:	14 required State and Local Officials SERO (all)	

Attachment 4
Unit Event Backup Codes

(Sheet 1 of 1)

NOTE

If a Unit Event Backup Code notification (e.g., ID 101, 201, 301) is received, ENRS has failed.

Personnel on-call, or subject to call must immediately report to their emergency response facility for an Alert or higher classification. Table 1 indicates the event and unit involved for each designated code. For an Unusual Event, no call-in is required, however, personnel should standing by for further information.

Table 1: Unit Event Backup Codes

Event	Unit 1	Unit 2	Unit 3
Unusual Event	101	201	301
Alert	102	202	302
Site Area Emergency	N/A	203	303
General Emergency	N/A	204	304
Drill-Come In	777	777	777
Drill-Call In	888	888	888

③

Attachment 5
Notification and Callback Guidance

(Sheet 1 of 1)

ACTION (✓ = Required)	CLASSIFICATION			
	UE (Delta-1, 2)	ALERT (Charlie 1)	SAE (Charlie 2)	GE (Bravo) (Alpha)
Nuclear IRF:				
• Enter current meteorological data	✓	✓	✓	✓
• Enter "Additional Information" in first message	(a)			
• Enter "Additional Information" in update	✓	✓	✓	✓
• Issue termination in first message	✓(a)			
• Issue termination in update message	✓	✓	✓	✓
CALLBACK/BACKUP NOTIFICATIONS				
• Radiopager (EPI-07-03)	✓	✓	✓	✓
• REQUEST State Police call non-responding towns (EPI-07-03)	✓	✓	✓	✓
OTHER:				
• ENS notification to NRC (b)	✓	✓	✓	✓
• NRC Resident notification	✓	✓	✓	✓

NOTES:

a. An Unusual Event (Delta-One or Delta-Two) may be terminated in the initial report if additional information has been reported.

b. Due to notification to State of CT DEP.

Docket Nos. 50-245
50-336
50-423
B18874

Attachment 7

Millstone Power Station, Unit Nos. 1, 2 and 3

Emergency Procedures Implementing (EPI) Functional Administrative Procedure (FAP)
MP-26-EPI-FAP08
"Evacuation and Assembly"

08/20/02
Approval Date

09/03/02
Effective Date

Procedure Action Request

Document No.: MP-26-EPI-FAP08	Writer: Lisa Sinopoli	Rev. No. 001	Minor Rev. 02
Title: Evacuation and Assembly			

For New Documents Document is QA ☐ DH Title:

☐ Revision ☒ Minor Revision ☐ Cleanup Revision ☐ Biennial Review
☐ Cancel ☐ Void (Do Not Use) ☐ Expire ☐ Superceded By: ____

Comments: ☐ Administrative Correction FLS: ________

~~CR-03-00929~~

~~AR 03000501-03~~

CR-03-01242

Reviews		Print	Sign	Date	Department
	☐				
	☐				
	☐				
RCD	☒	K. Burgess	KBurgess	2/18/03	EPD
E-Plan-50.54(q)	☒	K. Burgess	KBurgess	2/4/03	EPD
Environmental Screen	☒	K. Burgess	KBurgess	2/4/03	EPD
Licensing Basis (50 59 Screen Req ☐ Yes ☐ No)	☐				
Tech Independent	☒	J. Fuller	[signature]	2/18/03	NTD

Validation	☒ None ☐ Field - Use MP-05-DC-SAP01-004 ☐ Simulated Performance - Use MP-05-DC-SAP01-004 ☐ Table Top and Walk-through ☐ Comparison			
(minimum of two)	Print	Sign	Date	Dept
Coordinator				
Member				

Training: ☒ None ☐ Nuclear Training ☐ Briefing ☐ Familiarization

☒ SQR Review and Approval	☐ SORC Review and Approval	☐ Department Head Review and Approval
Approval ☒ Disapproval ☐	N/A	
Thomas Vigne 3/11/03 (1) SQR Sign/Date	(1) Department Head Sign/Date	(1) Department Head Approval Sign
[signature] (2) Department Head Approval Sign	(2) SORC Meeting Number	
	(3) SORC Approval Sign	

Approval Date: 3/24/03 **Effective Date:** 4/1/03

Functional Administrative Procedure

Millstone Station

Evacuation and Assembly

MP-26-EPI-FAP08

Rev. 001-02

Approval Date: 3/24/03

Effective Date: 4/1/03

STOP THINK ACT REVIEW

TABLE OF CONTENTS

1. PURPOSE

1.1 Objective

This procedure provides guidance for actions to protect and account for on-site personnel during an emergency.

1.2 Applicability

Any Unit 2 or 3 Shift Manager or the ADTS may initiate this procedure when warranted by actual or projected environmental, security, radiological, or operational conditions.

Activation of the Station Emergency Response Organization (SERO) is not required to use this procedure.

The affected unit will be the lead unit for implementation. Unit 3 is normally the lead unit for non-unit specific events.

1.3 Supporting Documents

C OP 200.6, "Storms and Other Hazardous Phenomena (Preparation and Recovery)"

MP-26-EPA-REF08B, "Millstone Emergency Plan Resource Book "

MP-26-EPI-FAP01-001, "Control Room-Director of Station Emergency Operations (CR-DSEO) Checklist"

MP-26-EPI-FAP02-001, "Assistant Director Technical Support (ADTS) Checklist"

MP-26-EPI-FAP04-001, "Director of Station Emergency Operations (DSEO) Checklist"

MP-26-EPI-FAP15, "Common Forms"

1.4 Discussion

This procedure provides guidance for on-site protective actions for a wide range of events which may include one or more of the following:

- Radiological release
- Fire, steam, or explosion hazards
- Chemical release, including truck or rail accident
- Storm or flood related hazards
- Security-related event

Protective responses to a hazard may include one or more of the following:

- Development of a coordinated plan of action
- Pre-deployment of Security or Health Physics personnel or both
- Early dismissal of selected (non-essential) personnel
- Local area evacuations
- Sheltering personnel
- Accounting for personnel
- Evacuating the protected area or the site

1.4.1 General

Selecting protective actions and coordinating the resources needed to implement those actions is best coordinated through the input and assistance from several groups. Security provides the logistics to facilitate any protective actions involving the movement of personnel; the unaffected unit needs to be informed of protective actions being implemented for operational considerations, HP, and/or Chemistry support the identification of hazardous areas in radiological events.

The time required to complete actions is an important component of on-site protective actions. On-site protection action decisions should consider the following, as appropriate:

- Radiological exposure
- Transportation accidents
- Injury
- Safety and control of plant operations
- Evaluation of constraining conditions (e.g., radiological, security, or chemical threats)
- Consequences of premature or delayed actions

Any of the following protective actions are predicated on the assumption that the conditions support the actions. Since all possible scenario combinations cannot be predicted or proceduralized, timing and implementation of any protective action will be controlled by the SM or ADTS, as appropriate, for the specific situation at the time of the event.

1.4.2 Precautionary Dismissal of Non-Essential Personnel

A precautionary dismissal of non-SERO personnel occurs at the Alert level declaration unless constraints exist, and can be initiated from the Control Room or TSC. The ADTS or CR-DSEO can elect NOT to conduct the precautionary dismissal if the nature of the event warrants such judgement.

A precautionary dismissal directs all non-SERO Millstone employees, contractors, and visitors to leave the site. This includes any offsite responders (i.e., National Guard, State Police) in the controlled area considered "non-essential" to the event. (2)

1.4.3 Evacuation

A site evacuation is automatically initiated at the Site Area Emergency or General Emergency classification levels unless constraints exist. Site evacuation may be called for at the Alert level classification; however, conditions which require a site evacuation are inherently defined as Site Area Emergency events and should be classified as such. Evacuation can be accomplished in about 30 minutes.

Evacuation can involve the movement of large numbers of personnel outside of the Protected Area by keying out of the turnstiles at the NAP or SAP. Evacuation may warrant station egress control by Security. Following discussion with the Connecticut State Police and the Waterford Police Departments, Security will provide specific instructions to personnel in the parking areas as requested by these off-site authorities. Following dismissal, station personnel may be directed to a specific location for monitoring and decontamination. Other situations which involve the evacuation of personnel from occupied localized areas onsite must be controlled on a case by case basis.

If the main access road is restricted to traffic, alternate egress routes are available for evacuation.

Evacuation may be deferred if the nature of the threat (weather-related, security-related, radiological release) poses a threat to the safety of the evacuating population.

Any offsite responders located in the controlled area will be evacuated if deemed non-essential to the event. (2)

1.4.4 Local Area Evacuation

Local area evacuation is an evacuation of a building, area, unit, or multi-units for the immediate protection of station personnel from a hazard within a limited exposure potential or a Security threat. A local area evacuation needs to be initiated anytime personnel in an occupied area may be at risk from an identified hazard. It is a standard response for control room personnel to take actions immediately upon acknowledging the hazard or threat.

1.4.5 Sheltering

Sheltering is a short-term action taken in specific situations where there is insufficient time available to conduct an evacuation, where the hazard is short lived, or where evacuation would pose a threat to the safety of the evacuating population. If a release or hazard is projected to occur within 30–60 minutes, sheltering in place with subsequent staggered movement of personnel may be considered.

Sheltering could prevent full SERO activation and Emergency Response Facility activation within 60 minutes of an event (i.e., security-related) because of constraints inside the Protected Area.

1.4.6 Relocation of EOF and TSC

Designated backup locations have been established for the EOF and TSC if either of these locations cannot be inhabited. These locations provide facilities for SERO members so that responsibilities can be performed.

EOF relocation will be to the upper level of the TSC (the mechanical room). EOF staff assemble in this location, receive a briefing of the event, and then relocate to the following areas:

Unit 3 Control Room

- DSEO
- MOC (affected unit)
- PITA ①
- MRDA
- AMRDA (1)
- RAE (1)
- FTDC, after briefing RMTs #3, #4, #5

OSC AA

- ADEOF
- TICs

- MOR
- Emergency Communicator
- HP Tech
- MOC (unaffected unit)
- AMRDA (1)
- RAE (1)
- Rad Com
- Met Assistant
- ERC
- SEPR
- RL

② |

The ADEOF may choose to relocate team members to another location in Building 475 (such as the video conferencing area on the 5th floor) where additional equipment, work space, and other capabilities already exist. Communication can then be established with Control Room SERO members.

RMT #3, #4, #5 will be deployed from upper level TSC.

TSC relocation is the EOF. A designated workspace is provided with procedures, drawings, phone lines, and computers to support current SERO TSC members.

All TSC staff assemble in this location *except* for OSC Assistants. They will report to the OSCAA, establish communications to the relocated TSC, and perform duties from this location.

1.4.7 Assembly

Assembly occurs at the Alert emergency classification level or higher. Non-essential personnel are not involved in assembly activities. The Assembly Areas are used to retain SERO personnel who may be needed in the near term to support the event. ①

There are two Assembly Areas, one located in the Bldg 475 Cafeteria and one located in the Simulator Foyer. These areas would be used by SERO as "Holding Locations" for individuals with special expertise or experience for the particular event. ①

Backup to the Simulator Foyer is the OSC AA.

1.4.8 Accountability

Accountability is automatically conducted at a Site Area Emergency or General Emergency. Accountability may be conducted at the Alert level following SERO activation and the completion of the precautionary dismissal, at the discretion of the SM or ADTS.

Accountability is the process of verifying the location of personnel who are inside the Protected Area. That is, any unaccounted for person that has keyed into the Protected Area (NAP/SAP) and is not keyed into a vital area, the TSC/OSC, or the OSC Assembly Area (cafeteria) will be identified as missing. Accountability is required to be completed within 45 minutes of its initiation (the names of any missing persons identified to the ADTS and announced over the PA).

Accountability targets from the time of the announcement are as follows:

- Personnel have keyed in or notified CAS within 15 minutes.
- Unaccounted personnel have been identified within 30 minutes.
- Names of unaccounted personnel have been announced within 45 minutes.
- Personnel accountability inside the protected area is continuously maintained for the duration of the event.

1.4.9 Definitions and abbreviation are contained in Attachment 1, "Definitions and Abbreviations." Responsibilities are contained in Attachment 2, "Responsibilities."

2. INSTRUCTIONS

2.1 Precautionary Dismissal

2.1.1 Assess the nature, probable cause, and duration of the hazard and perform the following:

a. IF event is security related and a Security assessment has *not* been completed, delay the dismissal until the assessment is completed by Security.

b. IF event requires sheltering instead of dismissal, Refer To Section 2.2, "Sheltering."

c. IF event is *not* security related OR a Security assessment has been completed, provide the SSS/MOS with all available information.

d. Consider the status of SERO activation prior to the dismissal of personnel.

2.1.2 Contact SSS/MOS and MRCA to discuss the following:

- Decision to shelter site personnel
- Additional personnel assigned to the NAP and SAP to assist in the egress of large numbers of personnel as necessary
- Use of alternate egress routes, if needed
- Estimated time to pre-position personnel to support the dismissal
- Existence of any local area or site access restrictions
- Need to sweep areas outside the protected area including :
  - Environmental lab
  - Red barn and beach area
  - Bay Point Beach and A-Frame
  - Roadways and walkways
  - Switchyard
  - Fitness center
  - Credit union
  - Recreation areas
  - Fire Training Center
  - Warehouses
  - Simulator building

①

- Training building
- Parking areas
- Outside job sites or grounds maintenance

(1)

- Need for additional off-site support

2.1.3 Notify the following of planned actions and announcements:

a. IF the SERO is in the process of activation, the DSEO and the ADTS.

b. The unaffected unit control room.

2.1.4 Perform the following:

a. Activate the outside speakers.

b. Select station public address system (priority page or 810).

c. IF alternate routes are being used for the dismissal, include instructions in announcement.

d. Announce the following:

Attention all personnel. Attention all personnel. All non-SERO employees, contractors and visitors leave the site at this time.

(IF alternate routes are being used, provide directions)

e. Repeat the announcement.

f. Log the time the announcement was completed.

2.1.5 IF the public address system is inoperable, consider using the following as alternatives for personnel notification:

- Security sweeps using bull horns
- HP personnel
- O&M radios

2.1.6 WHEN the precautionary dismissal has been completed, DIRECT SSS/MOS to perform accountability.

- End of Section 2.1 -

2.2 Sheltering

2.2.1 IF the event involves a situation where site personnel should be sheltered (e.g., Security-related, weather-related, fire, toxic gas, an evacuation is not possible), perform the following:

a. Determine the nature of the constraint:

- Not enough time to conduct an evacuation (weather-related, rad release)
- Short-lived hazard (chemical, toxic gas)
- Radiological release
- Evacuation would threaten the safety of the evacuees
- Intrusion by a hostile force

b. IF SERO is staffed, contact the following to discuss course of action :

- For radiological-related, MRCA
- For security-related, MOS
- EOF DSEO

c. Inform unaffected unit of the event and sheltering actions planned.

2.2.2 Refer To Attachment 3, "Examples of On-Site Protective Actions and Announcements," and prepare announcement.

2.2.3 Ensure outside speakers are activated.

2.2.4 Review the wording for the station notification message and announce the sheltering instructions.

2.2.5 Repeat the PA message.

2.2.6 Log the time of announcement on EPI-FAP15-012, "SERO Log Sheet."

2.2.7 Refer To appropriate section of EPI-FAP01-001, "Control Room - Director of Station Emergency Operations (CR-DSEO)," and perform actions.

- End of Section 2.2 -

2.3 Evacuation

NOTE

Evacuation is automatically conducted at a Site Area Emergency or General Emergency unless constraints exist. Other situations which involve the evacuation of personnel from occupied localized areas onsite must be controlled on a case by case basis.

2.3.1 Assess the nature, probable cause, and duration of the hazard.

CAUTION

Movement of personnel should consider potential on-site and off-site constraints.

a. IF the station evacuation is constrained (e.g., security related, weather related, fire or toxic gases), consider delaying evacuation until an assessment has been completed.

1) Notify SSS/MOS of decision *not* to evacuate.

2.3.2 Direct the SSS/MOS to perform the following:

a. IF evacuation via the main access road is restricted, discuss the use of alternate egress routes.

b. Inform Waterford Dispatch of time and purpose of any planned on-site siren activation.

c. Establish and maintain traffic control with the Waterford and Connecticut State Police departments including alternative egress routes, as applicable.

2.3.3 Perform the announcement over the public address system as follows:

a. Activate the outside speakers.

b. Sound the Evacuation Alarm for 30 seconds.

c. Select station public address system (priority page or 810).

d. IF alternative evacuation routes are being used, include instructions in announcement.

e. Announce the following:

Attention all personnel, Attention all personnel. All non-SERO employees, contractors, and visitors evacuate the site at this time. (IF alternative routes are being used, provide directions) **Security initiate accountability.**

f. Repeat the announcement.

g. Log the time of the announcement.

2.3.4 IF public address system is inoperable, consider using the following as alternatives for personnel notification:

- Security sweeps using bull horns
- HP personnel
- O&M radios

2.3.5 Direct the SSS/MOS to perform the following:

a. Coordinate security patrols to sweep the open areas, outdoors, and buildings outside the Protected Area including:

   - Environmental lab
   - Red barn and beach area
   - Bay Point Beach and A-Frame
   - Roadways and walkways
   - Switchyard
   - Fitness center
   - Credit union
   - Recreation areas
   - Fire Training Center
   - Warehouses
   - Simulator building
   - Training building
   - Parking areas
   - Outside job sites or grounds maintenance ①

b. Verify personnel are moving as instructed and report back on the status.

c. Provide key search accountability results within 30 minutes if not previously conducted.

- End of Section 2.3 -

2.4 Accountability

2.4.1 IF a site evacuation has been conducted, perform the following:

a. Upon declaration of a Site Area Emergency or General Emergency, direct CAS to implement accountability procedures.

b. Within 15 to 25 minutes after station announcement, ensure CAS has run an area summary report or similar printout to account for personnel in the protected area.

c. Within 40 minutes of the announcement to conduct accountability, perform the following:

1) Obtain the missing persons report.

2) Determine the approximate number of personnel who are unaccounted for by badge or telephone call.

3) Notify the ADTS of the results.

d. IF personnel are unaccounted for in the Protected Area, provide the ADTS with the following:

- Name of missing individual
- Last known location of missing individual
- Special access requirements for intended search and rescue route

NOTE

Announcement by name in 45 minutes fulfills the initial accountability commitment.

e. Announce the names of unaccounted personnel over station PA system.

f. Coordinate with the MOSC to initiate the dispatch of Search and Rescue Teams to locate any unaccounted for personnel.

g. Maintain continuous accountability of personnel within the protected area until directed otherwise by the ADTS.

- End of Section 2.4 -

2.5 Assembly

2.5.1 Identify and retain additional SERO personnel with special expertise or experience for the particular event. ①

2.5.2 Direct the MOR and the MOSC (in the OSC Assembly Area) to obtain the following information: ②

a. Name

b. SERO position

c. Home or point of contact number

2.5.3 Direct SERO EOF experts to the Simulator Foyer Assembly Area to wait for further instructions. ①

2.5.4 Notify the MOSC to retain SERO OSC Assembly Area experts and to wait for further instructions.

2.5.5 Discuss establishing a staging area for personnel and resources outside the 10 mile EPZ with DSEO as conditions warrant.

- End of Section 2.5-

3. SUMMARY OF CHANGES

3.1 Revision 001-02

3.1.1 Clarified definitions and messages by changing "subject-to-call" to "all call," minimum staffing and full staffing.

3.1.2 Changed references from Shift Technician (ST) to Emergency Communicator.

3.1.3 Changed reference from ERC to MOR.

3.2 Revision 001-01

3.2.1 Changed MPI to PITA to reflect new title.

3.2.2 Clarified Assembly Areas are used to retain SERO experts who may be used in the near term to support the event.

3.2.3 Modified instructions for assembly.

3.2.4 Updated the MOR's responsibilities for releasing personnel.

3.2.5 Added list of sweep areas for Security to sections 2.1.2 and 2.3.5.

3.3 Revision 001

3.3.1 Editorial changes only.

3.4 Revision 000-05

3.4.1 Added security-related events to Section 1.4.

3.4.2 Minor editorial change in step 1.4.1.

3.4.3 Clarified in step 1.4.2 that a precautionary dismissal occurs at the Alert level unless constraints exist.

3.4.4 Clarified in step 1.4.3 that a site evacuation is initiated at the Site Area Emergency (SAE) or General Emergency (GE) unless constraints exist.

3.4.5 Minor editorial change in step 1.4.3. Added information on alternate egress routes.

3.4.6 Clarified in step 1.4.4 that a local area evacuation may be the result of a Security threat.

3.4.7 Clarified in step 1.4.5 that sheltering may be chosen instead of evacuation.

3.4.8 Added steps 1.4.6 and 1.4.7 for information on relocated EOF, Backup TSC, and relocated assembly area for simulator foyer.

3.4.9 Added step 2.1.1.b, 2.1.2, and 2.1.4 to precautionary dismissal to provide reference to sheltering and use of alternate egress routes.

3.4.10 Modified step 2.2.4 and added steps 2.2.5 and 2.2.7 to clarify the sheltering procedure.

3.4.11 Added step 2.3.1.a.1) on sheltering.

3.4.12 Added steps 2.3.2.a and 2.3.3.d to provide information on alternate egress routes.

3.4.13 Clarified in step 2.3.5.c that key search accountability results are available within 30 minutes.

3.4.14 Modified step 2.4.1.c to identify missing persons in about 40 minutes in accordance with security procedures.

3.4.15 Clarified in Attachment 3, Security Event, that a follow-up action to sheltering is to conduct precautionary dismissal, evacuation, and accountability as deemed appropriate when the threat has been resolved. Added information on the classification level.

3.4.16 Various editorial comments.

3.5 Revision 000-04

3.5.1 Minor editorial changes.

3.5.2 Added Section 2.2, Sheltering.

3.5.3 Added definitions to Attachment 1, "Definitions and Abbreviations."

3.5.4 Added example to Attachment 3, "Examples of Onsite Protective Actions and Announcements," for situations which may require sheltering.

3.6 Revision 000-03

3.6.1 Deleted sentences directing SERO personnel to the Simulator Foyer in first paragraph under steps 1.4.3 and 1.4.6.

3.7 Revision 000-02

3.7.1 Changed the word "director" to "direct" in step 2.1.6.

3.8 Revision 000-01

3.8.1 Added the words "unless constraints exist" to clarify the evacuation.

3.9 Revision 000

3.9.1 Original issue

Attachment 1
Definitions and Abbreviations

(Sheet 1 of 2)

Accountability - Accountability is used to determine if personnel are missing. A census of personnel in the protected area completed within 45 minutes.

ADTS - Assistant Director Technical Support

Affected Area - Location requiring protective response to include level, building, unit, open area, or site.

CAS - Central Alarm Station

DSEO - Director of Station Emergency Operations

EPZ - Emergency Planning Zone

Essential Personnel - Personnel directly engaged in actions required to safely operate, monitor plant functions, or mitigate accident events. Security, HP, and other personnel directed by managers. This includes emergency plan on-call, minimum staffing, full staffing, on-shift security, HP and other personnel as directed. ②

MOS - Manager of Security

MRCA - Manager Radiological Consequence Assessment

NAP - North Access Point

Owner Controlled Area - All station property excluding the protected area.

PA - Public Address (System)

Protected Area - The area inside the security fence where access is controlled by security.

Protected Area Evacuation - Leaving the protected area to a designated assembly area.

SAP - South Access Point

Attachment 1
Definitions and Abbreviations

(Sheet 2 of 2)

Sheltering - Staying inside a structure with doors, windows, and exterior ventilation closed.

Site Evacuation - Leaving the protected area and exiting the owner controlled property.

SM - Shift Manager

SSS - Security Shift Supervisor

TSC - Technical Support Center

Attachment 2
Responsibilities

(Sheet 1 of 1)

1. The Security Shift Supervisor/Manager of Security is responsible for coordinating accountability, site access control, traffic control, and assembly areas.

2. The HP Manager or MRCA is responsible for providing radiological assessment and guidance concerning protective recommendations.

3. The Manager of Resources is responsible for coordinating the control and release of personnel from the emergency response facilities or assembly areas. ①

4. The following managers and staff may be designated by the Shift Manager or DSEO to support implementation of this procedure:

   - MRCA (chemical release)
   - Emergency Communicator or alternate designee (announcements) ②
   - HP Technicians (decontamination at access and assembly points)
   - Security (accountability, crowd control)

Attachment 3
Examples of On-Site Protective Actions and Announcements

(Sheet 1 of 3)

Example 1: Approaching Hurricane (station-wide, late onset, long duration)

Objectives: a) Early release of all but essential personnel

b) Prepare essential personnel for long-term staffing during storm

Sample Announcement

ATTENTION ALL PERSONNEL! ATTENTION ALL PERSONNEL! Hurricane conditions are projected to reach the site within 24 hours. Personnel not on call or involved in plant safety, security, or operations may leave work at 2 PM today and are excused from regular work tomorrow. All on-call and all-call SERO and operations personnel: plan to report to your assigned locations by 10 AM tomorrow for the duration of the storm. Additional information will be provided. (2)

Follow-up: a) As storm approaches, warn all personnel to remain indoors.

b) Announce restoration of normal conditions when appropriate.

Example 2: Radiological or Chemical Release (onset <30 minutes, duration <30 minutes)

Objectives: a) Avoid affected areas

b) Prompt sheltering (no time to complete assembly)

Sample Announcement

ATTENTION ALL PERSONNEL! ATTENTION ALL PERSONNEL! A brief radiological (or chemical) release from the main stack is projected to start in 15 minutes. ALL PERSONNEL! Avoid the stack and the unit ____ turbine building. Take shelter indoors; secure windows, doors and unnecessary ventilation. STAND BY FOR ADDITIONAL INSTRUCTIONS.

Follow-up: a) Ensure Environmental Laboratory, SGRP, other buildings outside fence are notified (security walk through or phone call)

b) Announce restoration of normal conditions when appropriate.

Attachment 3
Examples of On-Site Protective Actions and Announcements

Example 3: Radiological Release (onset >30 minutes, duration >30 minutes)

Objectives: a) Accountability within 45 minutes

b) Retention of essential personnel

Precondition: SERO activation already announced (Alert Charlie-One or higher declared)

Sample Announcement

ATTENTION ALL PERSONNEL! ATTENTION ALL PERSONNEL! A radiological release may occur in (x) hours. HP personnel assemble in the (cafeteria, NAP, SAP). Inside the protected area, evacuate now. All personnel remaining in the protected area - key in now.

Follow-up: a) Ensure Security uses bullhorn to retain HP, SERO, other crafts or trades at assembly areas as directed by MOR.

b) Ensure off-site notifications are performed.

c) Coordinate release of personnel from assembly points (NAP, SAP).

Example 4. Security Event (Intrusion by a hostile force) (Sheltering Actions)

Objectives: a) Avoid injury to station personnel

b) Prompt sheltering

ATTENTION ALL PERSONNEL! ATTENTION ALL PERSONNEL! An _____ has been declared at (Unit #).
(Unusual Event)(Alert)(Site Area Emergency)(General Emergency)

There is a [insert nature of constraint (e.g., Security event)] _____ occurring at the station.

Avoid the _____ until further notice. Take shelter indoors. Close windows and doors and stay clear of windows. Do not leave the building. Stand by for additional instructions. (SERO members report to your designated emergency response facility.) OR (SERO members take shelter.)

Follow-up: a) Warn personnel to avoid specific areas onsite and remain indoors.

b) When appropriate, announce termination of hostile situation.

c) WHEN the threat has been resolved, conduct SERO activation, precautionary dismissal, or evacuation and accountability as deemed appropriate.

Attachment 3
Examples of On-Site Protective Actions and Announcements

Example 5. Evacuation of Site (radiological release in progress, conditions degrading)

Objectives: a) Emergency event declared

c) Off-site notifications are performed

d) Security notified to allow evacuation

Sample Announcement

ATTENTION ALL PERSONNEL! ATTENTION ALL PERSONNEL! Plant conditions are degrading. A site evacuation has been ordered. Personnel at NAP will be released, in groups, by security. Personnel at SAP, stand by. Avoid all areas east and south of the main stack. All personnel remaining in the protected area - key in now.

Follow-up: a) Provide follow-up message and transportation for personnel at SAP who can not reach cars without passing release point (in this case, stack).

Docket Nos. 50-245
50-336
50-423
B18874

Attachment 8

Millstone Power Station, Unit Nos. 1, 2 and 3

Emergency Procedures Administrative (EPA) Functional Administrative Procedure (FAP)
MP-26-EPA-FAP01
"Management Program for Maintaining Emergency Preparedness"

08/20/02
Approval Date

09/03/02
Effective Date

Procedure Action Request

Document No.: MP-26-EPA-FAP01	Writer: Lisa Sinopoli	Rev. No. 000	Minor Rev. 04

Title: Management Program for Maintaining Emergency Preparedness

For New Documents Document is QA ☐ DH Title:

☐ Revision ☒ Minor Revision ☐ Cleanup Revision ☐ Biennial Review
☐ Cancel ☐ Void (Do Not Use) ☐ Expire ☐ Superceded By: ____

Comments: ☐ Administrative Correction FLS: _____

AR 02009163-02

Reviews		Print	Sign	Date	Department
	☐				
	☐				
	☐				
E-Plan-50.54(q)	☒	K. Burgess	KBurgess	2/14/03	EPD
RCD	☒	K. Burgess	KBurgess	2/18/03	EPD
Environmental Screen	☒	See Attached Form	KBurgess	2/4/03	EPD
Licensing Basis (50.59 Screen Req ☐ Yes ☐ No)	☐				
Tech Independent	☒	~~P. Eakin~~ 2/18 KB J. Fuller		2/18/03	NTO

Validation (minimum of two)	☒ None ☐ Field - Use MP-05-DC-SAP01-004 ☐ Simulated Performance - Use MP-05-DC-SAP01-004 ☐ Table Top and Walk-through ☐ Comparison			
	Print	Sign	Date	Dept
Coordinator				
Member				

Training: ☒ None ☐ Nuclear Training ☐ Briefing ☐ Familiarization

☒ **SQR Review and Approval**

Approval ☒ Disapproval ☐

Thomas Rigney 3-11-03
(1) SQR Sign/Date

Peter A. Fuchey
(2) Department Head Approval Sign

☐ **SORC Review and Approval**

N/A
(1) Department Head Sign/Date

(2) SORC Meeting Number

(3) SORC Approval Sign

☐ **Department Head Review and Approval**

N/A
(1) Department Head Approval Sign

Approval Date: 3/24/03 **Effective Date:** 4/1/03

Functional Administrative Procedure

Millstone Station

Management Program for Maintaining Emergency Preparedness

MP-26-EPA-FAP01

Rev. 000-04

Approval Date: 3/24/03

Effective Date: 4/1/03

TABLE OF CONTENTS

1. PURPOSE

1.1 Objective

This procedure describes sources of information, responsibilities, organization, and actions necessary to maintain the Millstone Station Emergency Plan.

1.2 Applicability

This procedure is applicable to Station Emergency Response Organization (SERO) Position Owners, Station Management, SERO station personnel, and Emergency Preparedness Department (EPD) individuals who support/administer the Millstone Station Emergency Plan.

1.3 Supporting Documents

1.3.1 TQ 1, "Personnel Qualification and Training"

1.3.2 NTP 7.212, "Training Program Description"

1.3.3 RPM 4.8.5, "Emergency Radiological Equipment Maintenance and Inspection."

1.3.4 OA 8, "Ownership, Maintenance, and Housekeeping of Site Buildings and Facilities and Equipment"

1.3.5 QAP, MP-02-OST-BAP01, "Quality Assurance Program Topical Report"

1.3.6 MP-05-DC-SAP01, "Administration of Manuals, Procedures, Guidelines, Handbooks, and Forms"

1.3.7 MP-26-EPA-REF04, "Offsite Programs"

1.3.8 Developmental Documents

a. Millstone Station Emergency Plan

b. NUREG-0654, Revision 1, "Criteria for Preparation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants"

c. NUREG-0737, "Clarification of TMI Action Plan Requirements, Supplement 1, Requirements for Emergency Response Capability"

d. MP-28-MET-PRG, "Meteorological Monitoring"

e. EP 6-year objective schedule

f. SERO Training Qualification Record (TQR)

1.4 Discussion

MP-26-EPA-FAP01, "Management Program for Maintaining Emergency Preparedness," provides instructions and information for the Station Emergency Response Organization (SERO). The roles and responsibilities for the Emergency Preparedness Department (EPD) are defined. SERO position owners and station management actions are specified to ensure an effective SERO is maintained. The procedure also establishes the method for adding and removing individuals from SERO. Clarification and instructions are provided for SERO minimum staffing, full staffing, and on shift position requirements. (2)

Additional personnel may be required to support the SERO in an emergency. These personnel are integrated into the organization as required by SERO Position Owners.

Station personnel may also be required to participate in station evacuation drills. Advance notification will be provided via station information notices.

Department requirements for drills, exercises, and maintaining emergency response facilities (ERFs) are discussed.

2. INSTRUCTIONS

2.1 Responsibilities of the Manager, Emergency Preparedness Department (EPD) for Maintaining Emergency Preparedness

The Manager, EPD, has overall responsibility for the Nuclear Emergency Preparedness Program and is the Chair of the Emergency Preparedness Training Review Board (TRB). ② Responsibilities are defined below and in the Millstone Station Emergency Plan.

2.1.1 Ensure the maintenance and readiness of the on-site emergency response facilities and equipment.

2.1.2 Maintain the Station Emergency Plan and implementing procedures.

2.1.3 Prepare and conduct Emergency Preparedness drills and exercises.

2.1.4 Ensure training of offsite emergency response personnel.

2.1.5 Review the development of Emergency Preparedness training curriculum.

2.1.6 Assist station management to ensure effective Millstone Station Emergency Plan implementation.

2.1.7 Collect and review additional EP-related information such as severe accident management research, NRC regulations, and industry research for incorporation into the EP Program.

2.1.8 Coordinate with offsite agencies and local officials to ensure the offsite Emergency Preparedness Program is maintained and areas of responsibility are effectively carried out.

2.1.9 Coordinate license, state and local emergency plans and procedures.

2.1.10 Ensure station personnel correct identified emergency preparedness conditions adverse to quality and areas for improvement.

2.2 Responsibilities of the Supervisor, Emergency Preparedness Department (EPD), for Maintaining Emergency Preparedness

2.2.1 Respond to emergency preparedness audits and evaluations.

2.2.2 Assign personnel to develop and conduct station emergency preparedness drills and exercises.

2.2.3 Ensure biennial review of station procedures in accordance with the QAP, MP-02-OST-BAP01, "Quality Assurance Program Topical Report," and MP-05-DC-SAP01, "Administration of Manuals, Procedures, Guidelines, Handbooks, and Forms," and review additional changes for impact on the Millstone Station Emergency Plan.

2.2.4 Coordinate the development and distribution of emergency preparedness documents.

2.2.5 Establish SERO Position Owners and reference in Attachment 4, "SERO Qualification and Reporting Location (3)."

2.2.6 Routinely provide SERO qualification status to SERO Position Owners.

2.2.7 Routinely provide a list of personal information on SERO to SERO Position Owners for verification.

2.2.8 Review the development of emergency preparedness training curriculum.

2.2.9 Refer To Attachment 2, "Summary of Department Responsibilities for Facilities, Equipment, and Material Maintenance," and ensure responsible position owners maintain emergency response in a state of readiness at all times.

2.2.10 Refer To Training Qualification Record (TQR) for each specific position, and coordinate completion of qualifications for each new SERO member.

2.2.11 Maintain Millstone Station Emergency Plan in accordance with regulatory requirements.

2.2.12 Refer To Attachment 5, "Roles and Responsibilities for Emergency Preparedness Dose Assessment," and ensure responsibilities are carried out.

2.2.13 Ensure training of offsite emergency response personnel.

2.2.14 Coordinate with offsite agencies and local officials in accordance with MP-26-EPA-REF04, "Offsite Programs," to ensure the offsite Emergency Preparedness Program is maintained and areas of responsibility are effectively carried out.

2.3 Responsibilities of the Emergency Preparedness Specialists for Maintaining Emergency Preparedness

2.3.1 Develop and conduct the station emergency preparedness drills and exercises.

2.3.2 Biennially review the Emergency Plan Implementing procedures for changes and revise.

2.3.3 Annually identify changes to the Millstone Station Emergency Plan and revise.

2.3.4 Develop SERO staffing qualification reports.

2.3.5 Maintain the SERO database.

2.3.6 Provide technical review of Emergency Preparedness Training lesson material.

2.3.7 Perform emergency preparedness facility surveillances to ensure Emergency Response Facility (ERF) readiness.

2.3.8 Prepare drill participant comment responses following comment resolution and coordinate the issuance of responses to both onsite and offsite organizations.

2.3.9 Conduct training of offsite emergency response personnel.

2.3.10 Refer To MP-26-EPA-REF04, "Offsite Programs," and coordinate with offsite agencies and local officials to ensure the offsite Emergency Preparedness Program is carried out.

2.4 SERO Position Owner Actions for Maintaining Emergency Preparedness

NOTE

At least two qualified persons are required in any position in order to support extended event periods with at least two shifts (12 hours each). It is recommended that for minimum staffing and full staffing positions, six individuals be qualified to maintain adequate depth for all call coverage. ②

SERO Position Owners

2.4.1 Maintain a six-deep rotation for SERO positions.

2.4.2 IF coverage for any minimum staffing position drops below four, establish an on-call rotation for remaining personnel and inform individuals of rotational assignment and FFD/60-minute requirements. ②

2.4.3 IF vacancies exist, ensure adequate coverage is provided by remaining position holders during reduced staffing periods, and perform the following:

a. Coordinate with the following to fill existing or potential vacancies:

- Emergency Preparedness Department
- EP Training

2.4.4 WHEN choosing a new SERO position holder, consider the following:

a. Review normal position/title against the associated emergency position.

b. Ensure potential candidate has additional prerequisite knowledge/skills for the position.

c. Determine if "upper" management is required to fill the position (i.e., VP, Director, Manager).

d. IF position requires plant/system knowledge (ADTS, TIC, CRDC), determine if SRO license/certification (past or present) is required.

2.4.5 Refer To the SERO TQRs and initiate the position specific TQR.

2.4.6 Ensure adequate station support is provided for emergency preparedness functions (i.e., drill support, controller, exercise development, etc.).

2.4.7 Ensure personnel are scheduled for drills and provide EPD with the name and dates when SERO will participate in each scheduled drill. ②

2.4.8 Ensure adequate coverage for holiday and peak vacation periods.

2.4.9 To initiate removal of SERO personnel, Refer To and complete MP-26-EPA-FAP01-001, "SERO Removal Form,"

2.4.10 Refer to Attachment 4, "SERO Qualifications and Reporting Location," and review for assigned SERO position owners.

2.5 Station Management Actions for Maintaining Emergency Preparedness

Directors

2.5.1 Ensure personnel are provided to support emergency preparedness activities.

2.5.2 Refer To Attachment 2, "Summary of Department Responsibilities for Facilities, Equipment, and Material Maintenance," and provide a point of contact to the Manager, EPD, for listed organizations.

Managers and Supervisors

2.5.3 Ensure personnel within reporting chain who are assigned to SERO maintain their SERO qualifications.

2.5.4 Refer To Attachment 2, "Summary of Department Responsibilities for Facilities, Equipment, and Material Maintenance," and perform the following:

a. Assign personnel to perform applicable SERO functions as requested.

b. Verify actions are scheduled and documented as complete via one of the following:

- AITTS
- PMMS
- Automated work order
- Completion of inventory from RPM 4.8.5, "Emergency Radiological Equipment Maintenance and Inspection." (copy to EPD)

c. At least once each quarter and after each use, verify emergency equipment and instruments are operationally available.

d. Prior to conducting work in the Emergency Response Facility, notify the Emergency Preparedness Department and the Unit 3 Control Room.

2.5.5 Ensure personnel are briefed on extent of drill participation.

NOTE

A SERO vacancy could occur when an individual leaves the company, training qualifications lapse, or an individual is unable to meet the requirements of the position.

2.5.6 IF a SERO vacancy occurs, notify the following:

- SERO Position Owner
- Manager, EP

2.5.7 Provide personnel to participate in emergency response scenario development, drills, and exercises.

2.5.8 Maintain SERO on-call independent rotation schedules for the following positions:

- Electricians
- Mechanics
- RMTs
- GTS
- I&C Technicians

(2)

2.5.9 Refer To MP-26-EPA-FAP01-001, "SERO Removal Form," and complete all information including the following:

- Individual being removed
- Replacement named to fill vacancy
- Approval and concurrences, as appropriate

NFSA

2.5.10 Refer To Attachment 5, "Roles & Responsibilities for Emergency Preparedness Dose Assessment," and ensure areas of responsibility are performed.

RDAC

2.5.11 Refer To and implement Attachment 6, "Radiological Dose Assessment Committee."

2.6 SERO Personnel

NOTE

If an emergency event occurs, pagers will display the following:

- Affected unit
- NRC classification
- State posture code
- Major EAL heading

SERO Members

2.6.1 Refer To Attachment 4, "SERO Qualifications and Reporting Location," and maintain qualifications and proficiency for initial qualification of emergency response duties as follows:

- Refer To the SERO position specific TQR and complete the required SERO Training.
- Maintain "Fitness for Duty" program requirements, as required. ②
- Maintain station access required by assigned position.
- Maintain job specific requirements including license or certification, as appropriate.

2.6.2 Maintain qualifications and proficiency for annual requalification by performing one of the following:

NOTE

Exceptions to participation in drills may be made by the Position Owner in consultation with EP Management on a case-by-case basis. ②

- Perform as the designated responder (not a called-in back-up) in at least one drill annually in accordance with Attachment 4, "SERO Qualifications and Reporting Location."
- IF requested, support drills in the following capacity: ②
  - Drill controller
  - Evaluator
  - Position coach or mentor

2.6.3 Refer To Attachment 4, "SERO Qualifications and Reporting Location," and identify reporting location.

2.6.4 IF pager fails to operate properly, obtain a replacement from one of the following:

- During normal working hours, request Manager, EPD, provide replacement pager.
- After normal working hours, request Security Shift Supervisor provide replacement pager from NAP Security Office.

2.6.5 NOTIFY Manager, EPD, of any changes to the following:

- Work extension
- Pager number
- Home phone number
- Home address (2)
- Employment status

2.6.6 Refer To Attachment 4, "SERO Qualifications and Reporting Location," and NTP 7.212, "Training Program Description," and maintain job specific and SERO qualifications current.

2.7 Minimum Staffing Positions

Minimum Staffing Positions

2.7.1 Perform the following:

- Ensure pagers are on at all times and worn or in the immediate vicinity to be heard.
- Comply with the fitness for duty policies, as applicable to your position. (2)
- Remain within appropriate plant proximity to ensure facility activation within 60 minutes from pager notification, as applicable to your position. (2)

NOTE

Once the ERFs are staffed and operational, SERO members shall not call back into the Emergency Notification and Response System (ENRS).

- IF in close proximity to a phone, promptly acknowledge initial pager activation. (2)
- IF not near a phone, report directly to your designated ERF.
- WHEN indicating your ETA, identify a realistic time to report to your designated ERF based upon your current location.
- IF notification is received of an emergency event AND you are not successful in acknowledging initial pager activation, report directly to designated emergency response facility and dial into ENRS.

2.7.2 IF *not* available for duty (applicable only to positions remaining on-call in accordance with Attachment 4), notify the Position Owner and obtain a replacement. (2)

NOTE

1. For open positions, the caller will be instructed to report. For filled positions, subsequent callers should report immediately even if the system indicates the position is full. (2)
2. Once you have contacted the call-in system and the line is ringing, your call is in the queue. Do not hang up until the call is completed and ENRS instructs you to hang up.
3. If a position is not acknowledged, the ENRS will automatically page and dial the home telephone number of all personnel assigned to a position until the position is filled.
4. You will be asked to enter a realistic ETA. If you cannot report to your ERF within 60 minutes of notification, *do not* accept the position.

(2)

Minimum Staffing Positions

2.7.3 Perform the following:

a. Ensure pagers are on at all times and worn or in the immediate vicinity to be heard.

b. IF fit for duty AND within appropriate plant proximity to ensure facility activation within 60 minutes from pager notification, promptly acknowledge initial pager activations.

c. IF *not* fit for duty and contacted by the MOR, comply with the instructions provided.

d. IF a real event notification is received (not a test, drill, or exercise), dial the toll-free telephone number and comply with the instructions provided.

1) Enter individual identification (PIN) code.

2) IF position is open, listen to the information and respond appropriately.

3) IF position has been filled, report to the site. (2)

4) WHEN calling into ENRS, wait for ENRS instruction. *Do not* hang up.

e. IF a real event notification is received (not a test, drill, or exercise) AND acknowledgement can *not* be made via telephone, report to assigned emergency response facility.

NOTE

If Unit Event codes are received, the ENRS is not available to provide any information to callers. MP-26-EPA-FAP01-002 provides information on unit event backup codes.

f. IF a unit event code for an Alert or higher (e.g., ID 102, 202, 302) is received, immediately report to assigned emergency response facility. ②

2.8 Full Staffing Positions ②

NOTE

Once the ERFs are staffed and operational, SERO members shall not call back into the ENRS.

2.8.1 IF fit for duty AND able to respond to your reporting location, acknowledge initial pager activations.

NOTE

1. Full staffing position holders are expected to fill their position as soon as possible. ②
2. If a position is vacant, the DSEO may elect to fill the position by appointment until a fully qualified individual is available.

2.8.2 IF *not* fit for duty and contacted by the MOR, comply with the instructions provided.

NOTE

For open positions, the caller will be instructed to report. For filled positions, subsequent callers will be informed that the position is filled. Response to the station is still required. ②

2.8.3 Using SERO call-in card, dial the toll-free telephone number and comply with the instructions provided.

2.9 On-Shift Positions

2.9.1 Refer To Attachment 4, "SERO Qualifications and Reporting Location (3)," and identify reporting location.

Emergency Communicator and Station Duty Officer

2.9.2 WHEN notified of an Unusual Event or higher, report to affected unit control room.

All On-shift SERO Positions

2.9.3 WHEN notified of an Alert, Site Area Emergency, or General Emergency, report to the designated reporting location.

2.10 SERO Assembly Areas

2.10.1 IF an Alert or higher classification has been declared during normal business hours, perform the following:

- Report to your designated Emergency Response Facility.
- IF on-shift AND *not* on duty (i.e., off-duty ROs, COs, PEOs, etc.), report to the OSC Assembly Area (AA) in Bldg 475 cafeteria .

NOTE

The Simulator Foyer will be used as needed to retain SERO members who may be needed in the near term to support the event. This would be available to positions responding to the EOF. (2)

2.10.2 IF an Alert or higher classification has been declared during the off-hours, perform the following:

- IF on-shift AND not on duty, report to the OSC AA in Bldg 475 cafeteria.
- IF reporting from off-site, report to your designated Emergency Response Facility (i.e., TSC, EOF, affected unit control room, etc.).

2.11 Drills and Exercises

NOTE

1. Drills provide a training opportunity to enhance and maintain effective emergency response capabilities.
2. Major objectives of the Millstone Station Emergency Plan are exercised annually. Exercises differ from drills in that the primary result of an exercise is a critical assessment of emergency response capability.
3. In order to fully evaluate SERO performance capability, back-up staffing (e.g., trainees) will normally not be allowed during evaluated drills or exercises.
4. "Hands-On/OJT" drills will be conducted when it is determined that additional training or experience will enhance an individual, selected group, facility staff or the SERO's ability to respond to emergency conditions. This training evaluation may take the form of a walkthrough or a tabletop discussion of an evolution or operation. This type of training evaluation is distinct from those described in Section 2.11.1 because the focus is limited and will generally not include an integrated response.
5. Actual emergency plan activations may be credited in place of selected drills if the Manager, EPD, deems it appropriate. Generally an Alert or higher level emergency may be substituted for a drill. Such events may also replace an exercise with NRC approval.

Manager, EP

2.11.1 Refer To the EP 6 year objectives schedule and conduct the following drills and tests, as appropriate:

- Health Physics Drills
- Radiological Monitoring Drills
- Medical Emergency Drills
- Communication Tests
- Emergency Preparedness Training Drills
- Exercises
- Off-site Public Alerting Siren Tests
- Off-hour and Unannounced Drills
- Assembly, Accountability, and Evacuation of OCA Personnel Drills ②

2.11.2 Request drill support from other departments, as applicable.

2.11.3 Ensure Protective Services Department conducts fire and security drills.

2.11.4 Conduct formal critique after each of the following:

- Drill
- Exercise

2.12 Emergency Response Facilities (ERFs) and Equipment

NOTE

1. Each ERF has equipment in place to perform functions assigned in the Millstone Station Emergency Plan. The Manager, EPD, is authorized to perform unannounced, periodic walk-through inspections of ERFs.
2. Additional facility and equipment responsibilities are detailed in OA 8, "Ownership, Maintenance, and Housekeeping of Site Buildings and Facilities, and Equipment," and MP-26-EPA-FAP05, "EP Facility Maintenance."

Station Personnel

2.12.1 Refer To Attachment 2, "Summary of Department Responsibilities for Facilities, Equipment, and Material Maintenance," and ensure facilities are maintained, as assigned.

2.12.2 Perform equipment check or maintenance at required intervals and after each use.

2.12.3 Provide documentation of completed activities to the Manager, EP.

2.12.4 Promptly report problems to the Manager, EP.

2.12.5 IF alteration or modification of ERF or equipment is required, notify the Manager, EPD, before alteration or modification is performed.

Unit Chemistry Technicians

2.12.6 Refer To Attachment 3, "Documentation of Testing of Dose Assessment Computer Program," and test dose assessment computer program.

2.13 Severe Accident Management

Manager, EP

2.13.1 Develop Severe Accident Management (SAM) documents, ensuring Unit Operations Department and Nuclear Fuel Engineering Support provides technical expertise.

2.13.2 Conduct SAM Guideline (SAM-G) drills as part of the schedule 6-year objective for each operating unit, including the following:

- Test and evaluate the unit SAM response capabilities.
- Develop a drill scenario to challenge the development of multiple SAM strategies.
- Refer To MP-26-EPA-FAP03, "Drill and Exercise Manual," and include drill core objectives.

2.13.3 Ensure SAM-G training is conducted every 2 years for continuing training.

3. SUMMARY OF CHANGES

3.1 Revision 000-04

3.1.1 Deleted the monthly operability check of the EOF dose assessment computer program and printer by the Radiological Assessment Engineer (RAE) in step 2.12.6 and Attachment 3.

3.1.2 Deleted OJT training for Initial SERO training from Attachment 4.

3.1.3 Deleted ERC from Attachment 4.

3.1.4 Changed ST to Emergency Communicator in Attachment 4.

3.2 Revision 000-03

3.2.1 Deleted Accident Management Team Mechanical Engineer from Attachment 4.

3.3 Revision 000-02

3.3.1 Changed "on-call" to minimum staffing and "subject-to-call" to full staffing throughout the procedure.

3.3.2 Deleted responsibility (step 2.2.2) to implement SERO on-call schedules. Not applicable.

3.3.3 Changed 4-team rotation to 6-deep rotation in step 2.4.1.

3.3.4 Added new step 2.4.2 to state that if minimum staffing drops below 4, an on-call rotation needs to be established. Individuals need to be informed of assignments and FFD/60-minute requirements.

3.3.5 Deleted Team DSEO from step 2.4.3. Teams do not exist.

3.3.6 Added new step 2.4.7 to ensure EPD receives a schedule of names and dates when SERO members will participate in drills.

3.3.7 Added new step 2.4.8 to ensure positions are available for holiday and vacation periods.

3.3.8 Deleted Team DSEO activities (original step 2.5.10) for monitoring team activities. Not applicable.

3.3.9 Modified step 2.6.2, bullet 2, for SERO to support drills as a controller, evaluator, or coach. This is not an annual drill requirements.

3.3.10 Added home address in step 2.6.5.

3.3.11 Modified step 2.7.1 to be performed "as applicable" to the SERO position. Added acknowledge page if in close proximity to phone. If not, report directly to the applicable ERF.

3.3.12 Deleted information in steps 2.7.1 and 2.7.2 that referred to on-call and not available for duty. The person to notify is the Position Owner.

3.3.13 Modified Note prior to step 2.7.3 to clarify that if your position is filled, report immediately. In step 2.7.3, deleted on-call and not on duty.

3.3.14 Modified step 2.7.3.d.3 to state if position is full, respond to the site.

3.3.15 Modified unit event codes in step 2.7.3.f.

3.3.16 Modified Note prior to step 2.8.3 to state respond to the site even if the position is filled.

3.3.17 Deleted on-call, on duty, not on duty from step 2.10.1 and deleted locations for SERO response. Added a Note to designate the Simulator Foyer is available to EOF responders.

3.3.18 Corrected acronym in Attachment 2 for GES.

3.3.19 Modified Attachment 4 columns for Category (MS, FS, OS, MS-OC, MS-AC).

3.3.20 Added footnote #10, Attachment 4, for some SERO positions.

3.4 Revision 000-01

3.4.1 Deleted bullet "Chemistry Drills" from Section 2.11, Drills and Exercises.

3.4.2 Removed unit-specific designators for the MTSC, TSC-ME, TSC-EE, and MOSC in Attachment 4, "SERO Qualifications and Reporting Location."

3.5 Revision 000

3.5.1 This documents contains information previously contained in EPAP 1.15.

3.5.2 Added Section 2.2, "Responsibilities of Supervisor, Emergency Preparedness (EP), for Maintaining Emergency Preparedness."

3.5.3 Added Section 2.3, "Responsibilities of the Emergency Preparedness Specialists for Maintaining Emergency Preparedness."

Attachment 1
Emergency Preparedness Abbreviations and Definitions

(Sheet 1 of 1)

1. ADEOF - Assistant Director Emergency Operations Facility
2. ADTS - Assistant Director Technical Support
3. AMRDA - Assistant Manager of Radiological Dose Assessment
4. EPD - Emergency Preparedness Department
5. ERDS - Emergency Response Data System
6. IDA - Initial Dose Assessment
7. MIDAS - Meteorological Information and Dose Assessment Model
8. NFSA - Nuclear Fuels and Safety Analysis
9. RAE - Radiological Assessment Engineer
10. RDAC - Radiological Dose Assessment Committee
11. RES - Radiological Engineering Section
12. SAM-G - Severe Accident Management Guidelines
13. Millstone Station Emergency Plan: The Millstone Station Emergency Plan contains requirements and organizational responsibilities and serves as the license commitment document for emergency preparedness.
14. Emergency Plan Administrative (EPA)/Functional Administrative Procedure (FAP): Procedures that implement the Station Emergency Plan.

Attachment 2
Summary of Department Responsibilities for Facilities, Equipment, and Material Maintenance

(Sheet 1 of 4)

Organization	Item	Task	Freq[1]	Reference
Generation Technical Services (GTS)	Public Alerting System	Inspect and Conduct Testing	Q, A	MP-26-EPA-FAP08 MP-26-EPA-FAP09 ②
Chemistry	EOF Multi Channel Analyzer	Inspect and Conduct Testing	AN	RPM; ANSI
Computer Services	ERF Computer Hardware, Software, and Connections	Maintenance, Surveillance, and Control	AN	Help Desk DC 11 MP-26-EPA-FAP05
Telecommunication Services	Pagers, Radios, ENRS	General Support and Testing	AN	
Document Administration	FSAR, Tech Specs, Aperture Cards	Maintain Control Copies in ERFs	AN	GRITS
Document Administration	Unit - Specific Procedures	Maintain Control Copies in EOF	AN	Passport
Document Administration	EOF and TSC Aperture Card Readers	Update and Check	Q	NDM 04
U-3 Operations	SERO Notification System	Test and Maintain	M	MP-26-EPA-FAP05 C-OP 606
Emergency Preparedness	ERF Phone and Fax Equipment	Perform Operability Check	Q	MP-26-EPA-FAP05
Emergency Preparedness	ERF Radios	Perform Operability Check	Q	MP-26-EPA-FAP05
Emergency Preparedness	ERF Support Equipment, Furniture, and Supplies	Maintain and Conduct Inventories	Q, AEU	MP-26-EPA-FAP05
Emergency Preparedness	ERF Communications	Surveillance	M	MP-26-EPA-FAP05

Attachment 2
Summary of Department Responsibilities for Facilities, Equipment, and Material Maintenance

(Sheet 2 of 4)

Organization	Item	Task	Freq[1]	Reference
Health Physics Support	Emergency Response HP Supplies and Equipment	Maintenance, Surveillance, and Calibration	Q, AEU	RPM 4.8.5
Health Physics Support (Respiratory Protection)	Respiratory Protection Equipment	Maintenance	Q	RPM 2.3.5
Motor Pool	RMT Vehicles	Mechanical and Operational Inspection and Maintenance	Q	
RAE, Chemistry Technicians	ERF Dose Assessment Computers	Check Operability	W,M	MP-26-EPA-FAP01 MP-26-EPA-FAP10
Document Administration	Unit - Specific Procedures	Maintain Control Copies in TSC	AN	Passport
Document Administration /EPD	Emergency Preparedness FAPs	Maintain Document Distribution and Control; Audit	AN	Passport
Unit 2 I&C	Meteorological Equipment	Inspect, Calibrate, and Confirm Operability	Q	C-SP-400.2
Protective Services	Station Page and Evacuation Siren	Monitor Outside Speakers when Units Conduct Test.	M/Q	C-SP 600.1
Protective Services	CR/Security Hot Links	Phone Checks	D	Security Procedure
Site Facilities	Emergency Response Facilities	Building Services (Janitorial, Plumbing, Lighting)	AN	OA 8
Emergency Preparedness	Millstone EPlan Resource Book	Update	Q	MP-26-EPA-REF08B

Attachment 2
Summary of Department Responsibilities for Facilities, Equipment, and Material Maintenance

(Sheet 3 of 4)

Organization	Item	Task	Freq[1]	Reference
I&C; SAB	Radiation Monitors	Maintenance and Calibration; Documentation		
U-2 Operations	Meteorological Tower Generator	Test[2]	M	C-SP 600.12
U-2 Operations	U-1 PA Speakers	Test	M	C-SP 600.1
Station Maintenance	Emergency Operations Facility	Electrical and Mechanical Maintenance of HVAC	Q	Vendor Support Provided
U-2 Operations	EOF Airlock	Test[2]	Q	SP 2678C
U-2 Operations	EOF Emergency Diesel Generator	Test[2] Operation	M	SP 2678B OP 2399A
U-2 Operations	EOF Fire Detection System	Test[2] Operation	Q	SP 2678D OP 2399B
U-2 Operations	EOF Vent (RAD) Filter Systems	Test[2]	R	SP 2678A
U-2 Operations	U-2 PA Speakers and Evacuation Alarms	Test	M	C-SP 600.1
Station Maintenance	Technical Support Center (TSC)	Electrical and Mechanical Maintenance of HVAC	Q	AWO on 3TS-3900J
Station Maintenance	Technical Support Center (TSC)	Emergency Lights	Q	MP 3780AE
U-3 Operations	TSC Emergency Power (TSC)	Test[2]	Q	SP 3666.2
U-3 Operations	TSC Vent (RAD) Filter System	Test[2]	R	SP 3666.1
U-3 Operations	U-3 PA Speakers and Evacuation Alarms	Test	M	C-SP 600.1

Attachment 2
Summary of Department Responsibilities for Facilities, Equipment, and Material Maintenance

(Sheet 4 of 4)

Organization	Item	Task	Freq[1]	Reference
Unit Engineering (U-2, 3)	Drawings	Maintain Control Copies in ERFs.	AN	Master Control Index
Unit Operations (U-2, 3)	Radio Communications (Waterford, State, Tri-Town)	Test[2]	D	C-SP 600.3
Unit Operations (U-3)	Radiopaging ENRS Daily/Weekly Test	Test[2]	D, W	C-OP 608
Unit Operations (U-3)	Radiopaging ENRS Monthly Test	Test[2]	M	C-OP 606
IT	ERDS, OFIS	General Support and Testing	Q	MP-26-EPA-FAP05 MP-26-EPA-GDL05

NOTE

1. D = Daily, W = Weekly, M = Monthly, Q = Quarterly, R = Refuel Outage, A = Annual (not to exceed 25% of surveillance period) AN = As Necessary, AEU = After Each Use. All are also as required by drills, audits, revisions, etc.
2. Maintenance, repair, and test follow up is passed to applicable Unit Maintenance Departments.

Attachment 3
Documentation of Testing of Dose Assessment Computer

(Sheet 1 of 1)

NOTE

MIDAS is installed in the EOF and IDA is installed in the control rooms. MIDAS, IDA, and other approved dose assessment models such as RASCAL may also be installed on computers in the EOF, TSC, or other ERFs.

Unit Chemistry Technicians

Unit 3

1. Monthly, VERIFY operability of the Technical Support Center Initial Dose Assessment computer and ENSURE results match test case.

Unit 2 and 3

2. Weekly, VERIFY operability of control room initial dose assessment computer program and printer and ENSURE results match test case.
3. COMPLETE surveillance log.
4. IF test results are not satisfactory, NOTIFY EPD.

Attachment 4
SERO Qualifications and Reporting Location (3)
(Sheet 1 of 7)

Position	Code	CAT	LOC	RESP	RAD	SERO Position Owners	Drill Requirements	
							Annual Requal Yes/No	Initial[4] Drill/ Walk-Thru[5]
Assistant Director Emergency Operations Facility	ADEOF	MS-AC	EOF	No	No	Director, Nuclear Safety and Licensing	Yes	Drill
Assistant Manager of Radiological Dose Assessment	AMRDA	FS	EOF	No	No	Manager, Radiological Protection and Chemistry	Yes	Drill
Accident Management Team Thermal and Hydraulic Engineer	AMT/TH	FS	TSC/OSC	No	Yes	Manager, Nuclear Fuel Engineering	Yes	Walk-Thru
Accident Management Team Lead	AMTL	FS	TSC/OSC	No	Yes	Manager, Nuclear Fuel Engineering	Yes	Walk-Thru/SAM (8)
Assistant Radiation Protection Supervisor	ARPS	MS-AC	OSC AA	No	Yes	Manager, Radiological Protection and Chemistry	Yes	Walk-Thru
Director of Station Emergency Operations	DSEO	MS-AC	EOF	No	No	Director, Operations and Maintenance	Yes	Drill
EOF Health Physics Technician	EOFHP	MS-OC	EOF	Yes	Yes	Manager, Radiological Protection and Chemistry	Yes	Walk-Thru
EOF Emergency Communicator	NA	MS-AC	EOF	Yes	Yes	Manager, Nuclear Operations	No	Walk-Thru
Chief Technical Spokesperson	CTS	MS-AC	Media Cntr	No	No	Director, Nuclear Safety and Licensing	Yes	Walk-Thru
Fire Brigade/EMT	FB	OS	OSC AA	Yes	Yes	Manager, Nuclear Protection Services	No	Drill (6)
Field Team Data Coordinator	FTDC	FS	EOF	No	No	Manager, Radiological Protection and Chemistry	Yes	Walk-Thru
Generations Technical Services Specialist	GTS	MS-OC	OSC AA	No	Yes	Manager, Nuclear Maintenance	No	Walk-Thru

(4)

Category Key:
MS-AC = Minimum Staffing All Call Positions
MS-OC = Minimum Staffing Oncall Positions
FS = Full Staffing
OS = On Shift

(2)

Attachment 4
SERO Qualifications and Reporting Location (3)
(Sheet 2 of 7)

Position	Code	CAT	LOC	RESP	RAD	SERO Position Owners	Drill Requirements	
							Annual Requal Yes/No	Initial[4] Drill/ Walk-Thru[5]
Meteorological Assistant	MET	FS	EOF	No	No	Manager, Radiological Protection and Chemistry	Yes	Walk-Thru
Manager of Operational Support Center[10]	MOSC	MS-AC, FS	TSC/OSC	No	Yes	Manager, Nuclear Maintenance	Yes	Drill
Manager of Resources	MOR	MS-AC	EOF	No	No	SCM Site Manager	Yes	Drill
Manager of Security	MOS	FS	TSC/OSC	No	Yes	Manager, Nuclear Protection Services	Yes	Drill
Public Information Technical Advisor	PITA	MS-AC	EOF	No	No	Manager, Emergency Preparedness	Yes	Drill
Manager Radiological Consequence Assessment	MRCA	MS-AC	TSC/OSC	No	Yes	Manager, Radiological Protection and Chemistry	Yes	Drill
Manager of Technical Support Center[10]	MTSC	MS-AC, FS	TSC/OSC	No	Yes	Director, Nuclear Engineering	Yes	Drill
Nuclear News Manager	NNM	MS-AC	Media Cntr	No	No	Director, Nuclear Safety and Licensing	Yes	Drill
CBETS Operator	CBETS	FS	OSC AA	No	Yes	Manager, Radiological Protection and Chemistry	Yes	Walk-Thru
Radiological Communicator	RADCOM	FS	EOF OSC AA	No	Yes	Manager, Radiological Protection and Chemistry	Yes	Walk-Thru
Radiological Assessment Engineer	RAE	FS	EOF	No	No	Manager, Nuclear Fuel Engineering	Yes	Drill
Radiological Monitoring Team 3 Lead	RMT3	MS-OC	EOF	Yes	Yes	Manager, Radiological Protection and Chemistry	Yes	Walk-Thru
Radiological Monitoring Team Driver*	RMTDRV	MS-AC	EOF	Yes	Yes	Manager, Nuclear Oversight	Yes	Walk-Thru
Radiological Monitoring Team 4 Lead	RMT4	MS-OC	EOF	Yes	Yes	Manager, Radiological Protection and Chemistry	Yes	Walk-Thru
Radiological Monitoring Team Driver*	RMTDRV	MS-AC	EOF	Yes	Yes	Manager, Nuclear Oversight	Yes	Walk-Thru

*All RMT Drivers are in one group with three people on call at all times.

Category Key:
MS-AC = Minimum Staffing All Call Positions
MS-OC = Minimum Staffing Oncall Positions
FS = Full Staffing
OS = On Shift

(1) (1) (2) (2)

Attachment 4
SERO Qualifications and Reporting Location (3)

(Sheet 3 of 7)

Position	Code	CAT	LOC	RESP	RAD	SERO Position Owners	Drill Requirements	
							Annual Requal Yes/No	Initial[4] Drill/ Walk-Thru[5]
Radiological Monitoring Team 5 Lead	RMT5	MS-OC	EOF	Yes	Yes	Manager, Radiological Protection and Chemistry	Yes	Walk-Thru
Radiological Monitoring Team Driver*	RMTDRV	MS-AC	EOF	Yes	Yes	Manager, Nuclear Oversight	Yes	Walk-Thru
NAP Radiological Monitoring Team	RMTA	MS-OC	NAP	Yes	Yes	Manager, Radiological Protection and Chemistry	Yes	Walk-Thru
NAP Radiological Monitoring Team	RMTB	MS-OC	NAP	Yes	Yes	Manager, Radiological Protection and Chemistry	Yes	Walk-Thru
SAP Radiological Monitoring Team	RMTC	MS-OC	SAP	Yes	Yes	Manager, Radiological Protection and Chemistry	Yes	Walk-Thru
SAP Radiological Monitoring Team	RMTD	MS-OC	SAP	Yes	Yes	Manager, Radiological Protection and Chemistry	Yes	Walk-Thru
Station Duty Officer	SDO	OS	CR	Yes	Yes	Manager, Nuclear Operations	No	Walk-Thru
Technical Support Center Electrical Engineer[10]	TSCEE	MS-AC, FS	TSC/OSC	No	Yes	Director, Nuclear Engineering	Yes	Walk-Thru
Technical Support Center Mechanical Engineer[10]	TSCME	MS-AC, FS	TSC/OSC	No	Yes	Director, Nuclear Engineering	Yes	Walk-Thru
Technical Support Center Reactor Engineer	TSCRE	MS-AC	TSC/OSC	No	Yes	Manager, Nuclear Fuel Engineering	Yes	Walk-Thru
Technical Assistant	TA	FS	State EOC	No	No	Director, Nuclear Safety and Licensing	Yes	Walk-Thru
Chemistry Technician	CHEM TECH	OS	CR	Yes	Yes	Manager, Radiological Protection and Chemistry	No	Walk-Thru

*All RMT Drivers are in one group with three people on call at all times.

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Attachment 4
SERO Qualifications and Reporting Location (3)

(Sheet 4 of 7)

Position	Code	CAT	LOC	RESP	RAD	SERO Position Owners	Drill Requirements	
							Annual Requal Yes/No	Initial[4] Drill/ Walk-Thru[5]
RMT #1	HPTECH	OS	CR	Yes	Yes	Manager, Radiological Protection and Chemistry	No	Walk-Thru
Control Room Emergency Communicator	NA	OS	CR	Yes	Yes	Manager, Nuclear Operations	Yes	Walk-Thru
Unit 2 Assistant Director Technical Support	U2ADTS	MS-AC	TSC/OSC	No	Yes	Manager, Nuclear Operations	Yes	Drill
Unit 2 Control Room Data Coordinator	U2CRDC	FS	CR	No	Yes	Manager, Nuclear Training	Yes	Walk-Thru
Unit 2 Electrician	U2ELEC	MS-OC	OSC AA	Yes	Yes	Manager, Nuclear Maintenance	No	Walk-Thru
Unit 2 Instrument & Control Operational Support Center	U2I&C OSC	FS	TSC/OSC	No	Yes	Manager, Nuclear Maintenance	Yes	Drill
Unit 2 Instrument & Control Technician	U2I&C TECH	MS-OC	OSC AA	Yes	Yes	Manager, Nuclear Maintenance	No	Walk-Thru
Unit 2 Mechanic	U2MECH	MS-OC	OSC AA	Yes	Yes	Manager, Nuclear Maintenance	No	Walk-Thru
Unit 2 Manager of Communications	U2MOC	MS-AC	EOF	No	No	Manager, Nuclear Training	Yes	Walk-Thru
Unit 2 Operational Support Center Maintenance Assistant	U2 OSCMA	FS	TSC/OSC	No	Yes	Manager, Nuclear Maintenance	Yes	Drill
Unit 2 PEO	U2PEO	OS	CR	Yes	Yes	Manager, Nuclear Operations	(1)	(1)
Unit 2 Control Operator	U2CO	OS	CR	Yes	Yes	Manager, Nuclear Operations	(1)	(1)
Unit 2 STA	U2STA	OS	CR	Yes	Yes	Manager, Nuclear Operations	(1)	(1)
Unit 2 Technical Information Coordinator	U2TIC	MS-AC	EOF	No	No	Manager, Nuclear Training	Yes	Walk-Thru
Unit 1/Unit 2 Technical Support Center Shift Manager	U2 TSCSM	FS	TSC/OSC	No	Yes	Manager, Nuclear Operations	No	Walk-Thru

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Attachment 4
SERO Qualifications and Reporting Location (3)

(Sheet 5 of 7)

Position	Code	CAT	LOC	RESP	RAD	SERO Position Owners	Drill Requirements	
							Annual Requal Yes/No	Initial[4] Drill/ Walk-Thru[5]
Unit 3 Assistant Director Technical Support	U3ADTS	MS-AC	TSC/OSC	No	Yes	Manager, Nuclear Operations	Yes	Drill
Unit 3 Control Room Data Coordinator	U3CRDC	FS	CR	No	Yes	Manager, Nuclear Training	Yes	Walk-Thru
Unit 3 Electrician	U3ELEC	MS-OC	OSC AA	Yes	Yes	Manager, Nuclear Maintenance	No	Walk-Thru
Unit 3 Instrument & Control Operational Support Center	U3I&C OSC	FS	TSC/OSC	No	Yes	Manager, Nuclear Maintenance	Yes	Drill
Unit 3 Instrument & Control Technician	U3I&C TECH	MS-OC	OSC AA	Yes	Yes	Manager, Nuclear Maintenance	No	Walk-Thru
Unit 3 Mechanic	U3MECH	MS-OC	OSC AA	Yes	Yes	Manager, Nuclear Maintenance	No	Walk-Thru
Unit 3 Manager of Communications	U3MOC	MS-AC	EOF	No	No	Manager, Nuclear Training	Yes	Walk-Thru (2)
Unit 3 Operational Support Center Maintenance Assistant	U3 OSCMA	FS	TSC/OSC	No	Yes	Manager, Nuclear Maintenance	Yes	Drill
Unit 3 PEO	U3PEO	OS	CR	Yes	Yes	Manager, Nuclear Operations	(1)	(1)
Unit 3 Control Operator	U3CO	OS	CR	Yes	Yes	Manager, Nuclear Operations	(1)	(1)
Unit 3 STA	U3STA	OS	CR	Yes	Yes	Manager, Nuclear Operations	(1)	(1)
Unit 3 Technical Information Coordinator	U3TIC	MS-AC	EOF	No	No	Manager, Nuclear Training	Yes	Walk-Thru
Unit 3 Technical Support Center Shift Manager	U3 TSCSM	FS	TSC/OSC	No	Yes	Manager, Nuclear Operations	No	Walk-Thru (4)
Unit 2 Unit Supervisor	U2US	OS	CR	Yes	Yes	Manager, Nuclear Operations	(1)	(1)
Unit 3 Unit Supervisor	U3US	OS	CR	Yes	Yes	Manager, Nuclear Operations	(1)	(1)
Security Guard	SECGRD	OS	POST	Yes	Yes	Manager, Nuclear Protection Services	No	(9)

Category Key:
MS-AC = Minimum Staffing All Call Positions
MS-OC = Minimum Staffing Oncall Positions
FS = Full Staffing
OS = On Shift

(2)

Attachment 4
SERO Qualifications and Reporting Location (3)

(Sheet 6 of 7)

Position	Code	CAT	LOC	RESP	RAD	SERO Position Owners	Drill Requirements	
							Annual Requal Yes/No	Initial[4] Drill/ Walk-Thru
Security Shift Supervisor	SSS	OS	CAS	No	Yes	Manager, Nuclear Protection Services	No	(9)
Manager Radiological Dose Assessment	MRDA	MS-AC	EOF	No	No	Manager, Radiological Protection and Chemistry	Yes	Drill
Unit 1 CFH/MCRO	CFH	OS	CR	Yes	Yes	Manager, Nuclear Operations	No	Walk-Thru
Unit 2 Shift Manager	U2SM	OS	CR	Yes	Yes	Manager, Nuclear Operations	(1)	(1)
Unit 3 Shift Manager	U3SM	OS	CR	Yes	Yes	Manager, Nuclear Operations	(1)	(1)
Alarm Station Supervisor	SECSUP	OS	CAS/SAS	Yes	Yes	Manager, Nuclear Protection Services	No	(9)
Regulatory Liaison (7)	RL	FS	EOF	No	No	Manager, Licensing	No	Walk-Thru
State Emergency Planning Liaison (7)	SEPL	FS	State EOC	No	No	Manager, Emergency Preparedness	No	Walk-Thru
Station Emergency Planning Representative (7)	SEPR	FS	EOF	No	No	Manager, Emergency Preparedness	No	Walk-Thru
Media Center Liaison (7)	MCL	FS	Media Center	No	No	Director, Nuclear Safety and Licensing	No	Walk-Thru
Rumor and Inquiry Control Liaison (7)	RICL	FS	Media Center	No	No	Director, Nuclear Safety and Licensing	No	Walk-Thru
Technical Briefer (7)	TB	FS	Media Center	No	No	Director, Nuclear Safety and Licensing	No	Walk-Thru
Radiological Briefer (7)	RB	FS	Media Center	No	No	Director, Nuclear Safety and Licensing	No	Walk-Thru

(2)

Category Key:
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FS = Full Staffing
OS = On Shift

(2)

Attachment 4
SERO Qualifications and Reporting Location (3)

(1) Credit will be taken for drill completion when performed as part of Licensed Operator Initial Training (LOIT), Licensed Operator Requalification Training (LORT), Shift Technical Advisor (STA) Program, and Plant Equipment Operator (PEO) Training.
(2) Deleted
(3) Additional qualification requirements are contained in NTP 7.212.
(4) Participation in a drill may satisfy the walk-thru qualifications for initial training.
(5) Walk-thrus include use of any equipment, identification and location of reference materials, and a knowledge of the facility layout. Training, Emergency Planning, or job incumbents qualify for conducting walk-thrus.
(6) Tracked by Fire Training Department
(7) Supplemental positions
(8) SAM required for initial qualifications
(9) Security Guard, Security Shift Supervisor (SSS), and Alarm Security Supervisor training is provided by Protective Services personnel.
(10) One position is minimum staffing, a second position is full staffing. (1) (2)

Category Key:
MS-AC = Minimum Staffing All Call Positions
MS-OC = Minimum Staffing Oncall Positions
FS = Full Staffing
OS = On Shift
(2)

Attachment 5
Roles and Responsibilities For Emergency Preparedness Dose Assessment

(Sheet 1 of 2)

Area	Manager, EPD	NFSA
Emergency Plan (Includes Ingestion Pathway Plan)	Manager, EPD, shall: • Develop the Emergency Plan • Ensure compliance to regulatory requirements • Request technical support for input and review • Process changes and obtain necessary approvals • Perform necessary 50.54(q) reviews	NFSA shall: • Provide radiological technical expertise requested • Provide compliant support • Support the review and approval process
Radiological Dose Assessment Committee (RDAC)	Manager, EPD, shall: • Chair the committee • Develop a charter • Schedule meetings • Develop meeting minutes for RDAC members and upper management • Provide expertise specific to regulatory compliance • Provide input and make contacts to benchmark against the industry • Process change requests	NFSA shall: • Co-chair the committee • Provide input to charter • Provide technical member(s) to the RDAC • Develop technical justification for software / procedure changes • Provide radiological expertise specific to subject matter
Procedures	Manager, EPD, shall: • Maintain overall approval or veto of proposed procedures and changes • Ensure compliance to regulatory requirements • Maintain procedures current / schedule biennial reviews if required • Process procedure change requests • Process procedure typing requests • Facilitate writer's guide review by Procedures Group • Perform necessary 50.54(q) reviews • Provide V&V support as necessary • Facilitate scheduling of SORC by Procedures Group • Set effective implementation dates	NFSA shall: • Provide radiological technical content • Write procedure steps • Provide bases documents • Lead V&V process • Provide V&V input and approvals • Support necessary 50.54(q) review • Present technical changes to SORC for approval

Attachment 5
Roles and Responsibilities For Emergency Preparedness Dose Assessment

(Sheet 2 of 2)

Area	MANAGER, EPD	NFSA
Tools and Software	Manager, EPD, shall: • Own required tools and software • Budget new purchases • Fund upgrades and revisions • Ensure compliance to regulatory requirements and intent • Obtain approvals for selected tools and software through RDAC (user) members before committing to a solution, purchase, or change • Own Quality Software (QS) and associated documentation	NFSA shall: • Produce requirements document specifying needs, acceptance criteria and process bids • Recommend the selection of tools and software through the RDAC • Develop internal software (as necessary or as appropriate) • Provide development support • Provide testing • Provide QS documentation • Provide overall radiological technical support
Scenario Development	Manager, EPD, shall: • Define scenario radiological package requirements (Memo of Understanding) • Develop overall scenario • Provide long-range schedule to allow support resource planning • Define deliverable date for completed package • Provide sufficient lead time as defined in the Memo of Understanding for radiological package development	NFSA shall: • Provide an experienced technical lead to develop radiological data packages • Provide support to scenario development meetings • Produce radiological data packages fully meeting Memo of Understanding expectations • Provide completed radiological data package by the defined deliverable date

Attachment 6
Radiological Dose Assessment Committee

(Sheet 1 of 1)

1. **Purpose:**

   Ensure a regulatory compliant, effective dose assessment capability is maintained at Millstone facilities.

2. **Membership:**

   The following functions shall be represented as members of this committee:

   - Emergency Preparedness - Manager, EPD - Chairperson
   - Radiological Engineering - Supervisor, Radiological Engineering - Co-chairperson
   - Station Health Physics
   - Training - EPD Training, Chem/HP training, as available
   - Computer Support - Information Technology, as available
   - Station Chemistry - as available
   - State Department Environmental Protection - as available
   - Environmental Services - as available

3. **Responsibilities:**

   This committee is responsible to provide the technical, regulatory based review and recommendations for all changes to calculations methodologies, procedures, software or other tools as applicable to performing the function of off-site dose assessment during emergency situations.

4. **Meetings:**

   This committee shall meet as necessary to review functional status. Meeting notes shall be published and maintained on file in the Emergency Preparedness Department.

5. **Authority:**

   This committee will forward recommended assignments to the Manager, EPD, to assign work to the appropriate organization in order to maintain the full capability of emergency dose assessment. The assigned members shall be sufficiently conversant in the issues to have acceptance authority for their respective organizations.

6. **Disposition of Issues:**

   Issues identified shall be dispositioned through the use of the AITTS assignments. Where disagreement of assignment exist, this issue shall be raised to EPD and NFE management for disposition.