

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



Dominion™
MAY 13 2003

Docket Nos. 50-245
50-336
50-423
B18891

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:

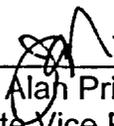
- MP-26-EPI-FAP01-001, "Control Room - Director of Station Emergency Operations (CR-DSEO)," Major Revision 1, Minor Revision 4, transmitted via Attachment 1;
- MP-26-EPI-FAP01-003, "Station Duty Officer (SDO)," Major Revision 1, Minor Revision 2, transmitted via Attachment 2;
- MP-26-EPI-FAP06, "Classification and PARs," Major Revision 0, Minor Revision 4, transmitted via Attachment 3;
- MP-26-EPI-FAP07, "Notifications and Communications," Major Revision 2, Minor Revision 4, is transmitted via Attachment 4; and
- MP-26-EPI-FAP14, "Recovery," Major Revision 1, Minor Revision 2, transmitted via Attachment 5.

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

A045

Attachments (5)

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

50-336

50-423

B18891

Attachment 1

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

Emergency Procedures Implementing (EPI) Functional Administrative Procedure (FAP)

MP-26-EPI-FAP01-001

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

Major Revision 1, Minor Revision 4

02/27/03
Approval Date

03/07/03
Effective Date

Procedure Action Request

Document No.: MP-26-EPI-FAP01-001	Writer: Lisa Sinopoli Initiator: Kathy Burgess	Rev. No. 001	Minor Rev. 04
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Title: Control Room - Director of Station Emergency Operations (CR-DSEO)

For New Documents: Document is QA DH Title:

Revision Minor Revision Cleanup Revision Biennial Review
 Cancel Void (Do Not Use) Expire Superseded By: _____

Comments: Administrative Correction FLS: _____
 CR-03-03301/CR-03-02490

Associated ARs 03001702-04

Reviews	Print	Sign	Date	Department
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				
Environmental Review <input checked="" type="checkbox"/>	KR Burgess	KR Burgess	4/4/03	EPD
E-Plan-50.54(q) <input checked="" type="checkbox"/>	KR Burgess	KR Burgess	4/4/03	EPD
WC 9 Att 3 Req. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
Licensing Basis <u>RCD</u> <input checked="" type="checkbox"/> (50.59 Screen Req. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No)	KR Burgess	KR Burgess	4/4/03	EPD
Tech Independent <input checked="" type="checkbox"/>	John Fuller	JF	4/4/03	NTD

Validation	<input checked="" type="checkbox"/> None	<input type="checkbox"/> Field - Use MP-05-DC-SAP01-004	<input type="checkbox"/> Simulated Performance - Use MP-05-DC-SAP01-004	<input type="checkbox"/> Table Top and Walk-through	<input type="checkbox"/> Comparison
(minimum of two)	Print	Sign	Date	Dept	
Coordinator					
Member					

Training: None Nuclear Training Briefing Familiarization

<input checked="" type="checkbox"/> SQR Review and Approval Approval <input checked="" type="checkbox"/> Disapproval <input type="checkbox"/> <u>[Signature]</u> 4/9/03 (1) SQR Sign/Date <u>[Signature]</u> (2) Department Head Approval Sign	<input type="checkbox"/> SORC Review and Approval N/A (1) Department Head Sign/Date _____ (2) SORC Meeting Number _____ (3) SORC Approval Sign	<input type="checkbox"/> Department Head Review and Approval N/A (1) Department Head Approval Sign
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Approval Date: 4/14/03 Effective Date: 4/30/03

4/14/03
Approval Date

4/30/03
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.

2

NOTE

The CR-DSEO may choose to activate or partially activate the Emergency Response Facility (Facilities) for an Unusual Event.

4

- 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 monitor your radiopager for further instructions and information. All other personnel continue with your present duties.

4

- 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.

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

- 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.
 - 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."

②

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.

- 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.
- 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.

- 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:

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.

▽ C A U T I O N ▽

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.

- 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.
- 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.

- 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.

Section E: General 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.

- 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."

Section E: General Emergency Immediate Actions

- 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).

3

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

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:
 - 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).

2

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.

Docket Nos. 50-245
50-336
50-423
B18891

Attachment 2

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

Emergency Procedures Implementing (EPI) Functional Administrative Procedure (FAP)

MP-26-EPI-FAP01-003

“Station Duty Officer (SDO)”

Major Revision 1, Minor Revision 2

02/27/03
Approval Date

03/07/03
Effective Date

Procedure Action Request

Document No.: **MP-26-EPI-FAP01-003** Writer: **Lisa Sinopoli** Rev. No. **001** Minor Rev. **02**
 Initiator: **Kathy Burgess**

Title: **Station Duty Officer (SDO)**

For New Documents: Document is QA DH Title:

Revision Minor Revision Cleanup Revision Biennial Review
 Cancel Void (Do Not Use) Expire Superseded By: _____

Comments: Administrative Correction FLS: _____

Assessment Comment

Associated ARs

Reviews	Print	Sign	Date	Department
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				
Environmental Review <input checked="" type="checkbox"/>	<i>KR Burgess</i>	<i>KR Burgess</i>	<i>4/14/03</i>	<i>EPD</i>
<i>50.54(5)</i> <input checked="" type="checkbox"/>	<i>KR Burgess</i>	<i>KR Burgess</i>	<i>4/14/03</i>	<i>EPD</i>
WC 9 Att 3 Req. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>				
Licensing Basis <u>ARCDC</u> <input checked="" type="checkbox"/> (50.59 Screen Req. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No)	<i>KR Burgess</i>	<i>KR Burgess</i>	<i>4/14/03</i>	<i>EPD</i>
Tech Independent <input checked="" type="checkbox"/>	<i>J Fuller</i>	<i>J Fuller</i>	<i>4/14/03</i>	<i>NTD</i>

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

<input checked="" type="checkbox"/> SQR Review and Approval Approval <input checked="" type="checkbox"/> Disapproval <input type="checkbox"/> <i>Tom Hynes</i> <i>4-14-03</i> (1) SQR Sign/Date <i>Patricia A. Ludwig</i> (2) Department Head Approval Sign	<input type="checkbox"/> SORC Review and Approval N/A (1) Department Head Sign/Date _____ (2) SORC Meeting Number _____ (3) SORC Approval Sign	<input type="checkbox"/> Department Head Review and Approval N/A (1) Department Head Approval Sign
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Approval Date: *4/14/03*

Effective Date: *4/17/03*

4/14/03
Approval Date

4/17/03
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-FAP07-003, "NRC Event Notification Form," as follows:
 - a) Complete the NRC Event Notification form. ②
 - b) Review the information with CR-DSEO.
 - c) Obtain SM/DSEO signature and time.
 - d) Using ENS, notify NRC, maintaining continuous communications as requested.
- 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.

Prepared by:

Signature

Print

Date

Docket Nos. 50-245
50-336
50-423
B18891

Attachment 3

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

Emergency Procedures Implementing (EPI) Functional Administrative Procedure (FAP)
MP-26-EPI-FAP06
"Classification and PARs"
Major Revision 0, Minor Revision 4

02/27/03
Approval Date

03/07/03
Effective Date

Procedure Action Request

Document No.: MP-26-EPI-FAP06	Writer: Lisa Sinopoli Initiator: Kathy Burgess	Rev. No. 000	Minor Rev. 04
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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 Superseded By: _____

Comments: Administrative Correction FLS: _____
 CR-03-03301/CR-03-02490

Associated ARs 03001702-04

Reviews	Print	Sign	Date	Department
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<input type="checkbox"/>				
Environmental Review <input checked="" type="checkbox"/>	KR Burgess	KR Burgess	4/4/03	EPD
E-Plan-50.54(q) <input checked="" type="checkbox"/>	KR Burgess	KR Burgess	4/4/03	EPD
WC 9 Att 3 Req. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
Licensing Basis / <u>RCD</u> (50.59 Screen Req. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No) <input checked="" type="checkbox"/>	KR Burgess	KR Burgess	4/4/03	EPD
Tech Independent <input checked="" type="checkbox"/>	Jden Fuller	Jden Fuller	4/4/03	NTD

Validation	<input checked="" type="checkbox"/> None	<input type="checkbox"/> Field - Use MP-05-DC-SAP01-004	<input type="checkbox"/> Simulated Performance - Use MP-05-DC-SAP01-004	<input type="checkbox"/> Table Top and Walk-through	<input type="checkbox"/> Comparison
(minimum of two)	Print	Sign	Date	Dept	
Coordinator					
Member					

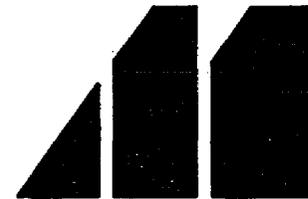
Training: None Nuclear Training Briefing Familiarization

<input checked="" type="checkbox"/> SQR Review and Approval Approval <input checked="" type="checkbox"/> Disapproval <input type="checkbox"/> <i>[Signature]</i> 4/9/03 (1) SQR Sign/Date <i>[Signature]</i> (2) Department Head Approval Sign	<input type="checkbox"/> SORC Review and Approval N/A (1) Department Head Sign/Date _____ (2) SORC Meeting Number _____ (3) SORC Approval Sign _____	<input type="checkbox"/> Department Head Review and Approval N/A (1) Department Head Approval Sign _____
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Approval Date: 4/14/03

Effective Date: 4/30/03

**Station/Functional
Administrative
Procedure**



Millstone Station

Classification and PARs

MP-26-EPI-FAP06

Rev. 000-04

Approval Date: 4/14/03

Effective Date: 4/30/03

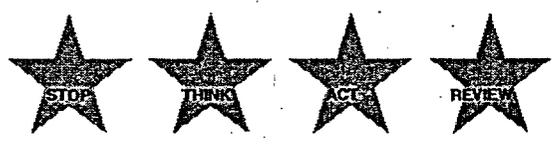


TABLE OF CONTENTS

1. PURPOSE 2

 1.1 Objective 2

 1.2 Applicability..... 2

 1.3 Supporting Documents..... 2

 1.4 Discussion 3

2. INSTRUCTIONS..... 5

 2.1 Event Classification Based on EAL Tables 5

 2.2 Transitory Events 7

 2.3 Emergency Termination and Transition to Recovery 8

 2.4 Plant Based Protective Action Recommendations (PARs)..... 9

 2.5 Dose Assessment Based Protective Action Recommendations (PARs)..... 10

3. SUMMARY OF CHANGES 11

 3.1 Revision 000-04 11

 3.2 Revision 000-03 11

 3.3 Revision 000-02 11

 3.4 Revision 000-01 11

 3.5 Revision 000..... 11

ATTACHMENTS AND FORMS

Attachment 1 Definitions and Abbreviations..... 12

Attachment 2 Responsibilities..... 13

Attachment 3 OUI-Determination Criteria..... 14

Attachment 4 PAR Zone Descriptions 15

Attachment 5 State and Local Posture Code Response and Protective Actions 16

MP-26-EPI-FAP06-001, "Millstone Unit 1 Emergency Action Levels"

MP-26-EPI-FAP06-002, "Millstone Unit 2 Emergency Action Levels"

MP-26-EPI-FAP06-003, "Millstone Unit 3 Emergency Action Levels"

MP-26-EPI-FAP06-004, "Termination Checklist"

MP-26-EPI-FAP06-005, "Control Room Protective Action Recommendations"

MP-26-EPI-FAP06-006, "EOF Protective Action Recommendations"

MP-26-EPI-FAP06-007, "Protective Action Comparisons"

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 used.

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 EPI-FAP14, "Recovery." (4)
- 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 EPI-FAP14, "Recovery." (4)

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, complete EPI-FAP06-004, "Termination Checklist." (4)

NOTE

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

- a. Determine the need for a Recovery Plan and support organization.
- 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 000-04

3.1.1 CR-03-02490/AR 03001702-04/CR-03-03301

- In step 2.2.1, added information to terminate the event and enter into EPI-FAP14, "Recovery."
- In step 2.3.1, added information to complete the Termination Checklist before entering recovery from an Unusual Event.

3.2 Revision 000-03

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

3.3 Revision 000-02

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

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

3.3.3 Corrected route numbers in Attachment 4.

3.4 Revision 000-01

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

3.5 Revision 000

3.5.1 Original issue

Attachment 1

Definitions and Abbreviations

(Sheet 1 of 1)

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 .
- 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 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
B18891

Attachment 4

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

Emergency Procedures Implementing (EPI) Functional Administrative Procedure (FAP)
MP-26-EPI-FAP07
"Notifications and Communications"
Major Revision 2, Minor Revision 4

02/27/03
Approval Date

03/07/03
Effective Date

Procedure Action Request

Document No.: MP-26-EPI-FAP07	Writer: Lisa Sinopoli Initiator: Kathy Burgess	Rev. No. 002	Minor Rev. 04
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Title: Notifications and Communications

For New Documents: Document is QA DH Title:

Revision Minor Revision Cleanup Revision Biennial Review
 Cancel Void (Do Not Use) Expire Superseded By: _____

Comments: Administrative Correction FLS: _____
 Drill Comment

Associated ARs

Reviews	Print	Sign	Date	Department
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				
Environmental Review	KR Burgess	KR Burgess	4/14/03	BPD
50.54(g)	KR Burgess	KR Burgess	4/14/03	EPD
WC 9 Att 3 Req. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
Licensing Basis <u>FRCD</u> (50.59 Screen Req. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No)	KR Burgess	KR Burgess	4/14/03	EPD
Tech Independent	J Fuller	J Fuller	4/14/03	MTD

Validation	<input checked="" type="checkbox"/> None	<input type="checkbox"/> Field - Use MP-05-DC-SAP01-004	<input type="checkbox"/> Simulated Performance - Use MP-05-DC-SAP01-004	<input type="checkbox"/> Table Top and Walk-through	<input type="checkbox"/> Comparison
(minimum of two)	Print	Sign	Date	Dept	
Coordinator					
Member					

Training: None Nuclear Training Briefing Familiarization

<input checked="" type="checkbox"/> SQR Review and Approval	<input type="checkbox"/> SORC Review and Approval	<input type="checkbox"/> Department Head Review and Approval
Approval <input checked="" type="checkbox"/> Disapproval <input type="checkbox"/>	N/A	N/A
<u>[Signature]</u> / 4-14-03 Sign/Date	(1) Department Head Sign/Date	(1) Department Head Approval Sign
(2) Department Head Approval Sign	(2) SORC Meeting Number	
	(3) SORC Approval Sign	

Approval Date: 4/14/03 Effective Date: 4/17/03

**Functional
Administrative
Procedure**



Millstone Station

Notifications and Communications

MP-26-EPI-FAP07

Rev. 002-04

Approval Date: 4/14/03

Effective Date: 4/17/03



TABLE OF CONTENTS

1. PURPOSE.....3

 1.1 Objective.....3

 1.2 Applicability.....3

 1.3 Supporting Documents.....3

 1.4 Discussion.....3

2. INSTRUCTIONS.....5

 2.1 Nuclear Incident Report Form (IRF) Radiopager Notification.....5

 2.2 Callback Verification.....9

 2.3 NRC Notifications.....10

 2.4 ERDS Activation.....11

 2.5 Additional Notifications.....13

 2.6 Sending Additional IRF Messages (Updates).....14

 2.7 System Restoration and Administrative Actions.....15

 2.8 Backup and Remote Operation.....17

 2.9 ENRS Failure.....19

 2.10 ENS Failure.....21

 2.11 Switching and Restoring Telephone Lines.....22

 2.12 Deactivating ERDS.....24

3. SUMMARY OF CHANGES.....25

 3.1 Revision 002-04.....25

 3.2 Revision 002-03.....25

 3.3 Revision 002-02.....26

 3.4 Revision 002-01.....26

 3.5 Revision 002.....26

 3.6 Revision 001-06.....27

 3.7 Revision 001-05.....27

 3.8 Revision 001-04.....27

 3.9 Revision 001-03.....27

 3.10 Revision 001-02.....27

 3.11 Revision 001-01.....27

ATTACHMENTS AND FORMS

Attachment 1 Definitions and Abbreviations.....28

Attachment 2 Responsibilities.....30

Attachment 3 Notification Locations.....31

Attachment 4 Unit Event Backup Codes.....32

Attachment 5 Notification and Callback Guidance.....33

MP-26-EPI-FAP07-001, "Nuclear Incident Report Form (IRF)"
MP-26-EPI-FAP07-002, "NRC Notification Checklist"
MP-26-EPI-FAP07-003, "NRC Event Notification Form"

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.

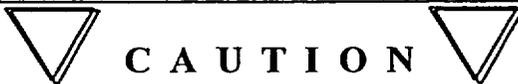
- b. Select "Print-2-Image," and select "OK." ③
- c. At the "Select Configuration" box, select appropriate setup.
- d. At the "Select Message to Fax" screen, select "Root" tree.
- e. At the "Root" tree, select appropriate message (e.g., Emergency Call-Outs, etc.) and select "OK." ③
- f. Maximize "RapidReach" 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.
 - 1) IF an Alert or higher AND SERO is activated, select scenario "SERO ACTIVATED – SEND ADD'L MESSAGES." ④
- 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



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).
- 2) Call-out list matches scenario chosen.

③

- 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.
- 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.

③

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

- "Access to (EOF)(TSC) restricted. Report to backup location."
- "Do not report to site. Standby for more info."

①

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.
- g. WHEN message is verified, select "OK."

③

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 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.

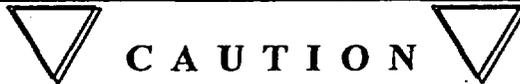
2.1.20 Verify fax is received in respective control room or EOF, as applicable.

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



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.

③

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.

- 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.

2.3.4 IF ENS is *not* operable, Go To or direct SDO to go to Section 2.10, "ENS Failure." ③

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 (traffic light is *not* lit).

③

④

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
- Any other completed attachments
- Condition Report (if applicable)
- Log entries, as applicable

③

- 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:
- Select a scenario.
 - Select lightning bolt.
 - Set the common message.
 - Select "Start."
 - Refer To Step 2.9.3 and distribute IRF via SNET Faxworks.
 - 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."
 - 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: | 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.

- 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 002-04

- 3.1.1 Added step 2.1.14.d.1 to select scenario "SERO ACTIVATED-SEND ADD'L MESSAGES," if the SERO has been activated.
- 3.1.2 Deleted "control room" in step 2.1.18.b.
- 3.1.3 Added "Traffic light is not lit," in step 2.7.4.

3.2 Revision 002-03

- 3.2.1 Added a new Section 2.4 titled "ERDS Activation."
- 3.2.2 Corrected title for REF08B throughout the procedure.
- 3.2.3 Changed "Shift Technician" to "Emergency Communicator" throughout the procedure (CR-03-01242).
- 3.2.4 Moved note and step on the Flanders line loss to step 2.1.2.
- 3.2.5 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.
- 3.2.6 Added step 2.1.11.c to ensure all applicable blocks of the IRF are filled out.
- 3.2.7 Added "Select OK" to step 2.1.13.b and e. when preparing fax.
- 3.2.8 Added a new step 2.1.14.a on event termination message.
- 3.2.9 Added "Select play" in step 2.1.14 to hear the Alpha Pager Message.
- 3.2.10 Added information in step 2.1.14 on how to verify the accuracy of the scenario.
- 3.2.11 Modified step 2.1.15.a to click on the stop light icon to terminate the callout.
- 3.2.12 Added "one of" the following text messages in steps 2.1.16, 2.8.5.f, 2.8.8.g.
- 3.2.13 Added information in step 2.1.17 on recording and verify the IRF has been recorded.
- 3.2.14 Added information in step 2.1.21 on printing the CV report.
- 3.2.15 Added a CAUTION to stop the current call-out before a new call-out is started.
- 3.2.16 Changed "MOR" to EC in step 2.1.23.
- 3.2.17 Modified NOTE in step 2.2.2 on requesting IT assistance for obtaining CV report.
- 3.2.18 Added "State and local" to step 2.2.2.a and d., 2.8.8.i, 2.9.5.d.
- 3.2.19 Added "Section 5, Offsite Town/Agencies" to step 2.2.2.b, 2.8.8.k., 2.9.5.b.
- 3.2.20 Added step 2.2.2.c and 2.9.5.c to log times of attempts to call State/local.
- 3.2.21 Modified step 2.2.2.e. and 2.9.5.d. to "Minimum Staffing."

- 3.2.22 Added "EC" in step 2.2.3.
- 3.2.23 Added NOTE #3 in Section 2.3 to inform EC of NRC notifications.
- 3.2.24 Clarified step 2.3.3 to verify the SDO has notified the NRC via the ENS line.
- 3.2.25 Changed title of Section 2.4 to "ERDS Activation."
- 3.2.26 Moved steps 2.4.2 and 2.4.3 to a new section 2.5, "Additional Notifications."
- 3.2.27 Deleted step 2.6.2.b to logoff ENRS.
- 3.2.28 Added information on UE updates to NOTE in step 2.6.1 and in step 2.6.1.
- 3.2.29 Added note 2.7.2 to perform steps for every notification.
- 3.2.30 Added step 2.7.3 to ensure all callouts have been deactivated.
- 3.2.31 Added step 2.7.5 to perform ENRS logoff.
- 3.2.32 Modified step 2.8.4 to select icon from the RapidReach primary folder.
- 3.2.33 Added a reference to the keyboard in step 2.9.2.a.
- 3.2.34 Added the number "9" to step 2.9.3.c.
- 3.2.35 Deleted the group radiopage number from several notes.
- 3.2.36 Changed "Secondary" to "Backup" in Section 11.

3.3 Revision 002-02

- 3.3.1 Administrative change. Changed MPI to PITA in Attachment 3. (CR-02-11198)

3.4 Revision 002-01

- 3.4.1 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.
- 3.4.2 Note 2.1.17, corrected typographical error.

3.5 Revision 002

- 3.5.1 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.
- 3.5.2 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.
- 3.5.3 Clarified in step 2.1.15 that callout is terminated from EasyView.
- 3.5.4 Clarified in steps 2.1.17.e and 2.8.4 note that ERDS is activated for an Alert or higher.
- 3.5.5 Updated title in step 2.6.5 to the Manager, Emergency Preparedness Department.
- 3.5.6 Added step in 2.7.5 to distribute IRF via SNET Faxworks.

3.6 Revision 001-06

3.6.1 Added step 2.1.14 to describe actions if the wrong scenario has been chosen.
(AR 01005566-09)

3.7 Revision 001-05

3.7.1 Added steps f and g to step 2.1.12 to clarify how to prepare the IRF for transmittal.

3.8 Revision 001-04

3.8.1 Moved Caution Box and steps g and h from step 2.1.14 to step 2.1.13.

3.9 Revision 001-03

3.9.1 Reversed the order of step 2.1.13 and 2.1.14.

3.9.2 Added Note Box preceding step 2.1.14 to record the IRF voice message immediately after transmitting the IRF.

3.9.3 Added Note Box after Section 2.4 for when ERDS is required to be activated.

3.10 Revision 001-02

3.10.1 Added step 2.1.15.e to activate the Emergency Response Data System (ERDS) link.

3.10.2 Added step 2.7.5.d to activate the ERDS link.

3.10.3 Added step 2.8.4 to activate the ERDS link if there is an ENRS failure.

3.11 Revision 001-01

3.11.1 Added notification to Corporate in step 1.4.

3.11.2 Updated group radiopager numbers for state and local pagers in step 2.2.3 and step 2.8.4.

3.11.3 Added step 2.4.3 to notify Richmond Control Center Security Specialist if an Unusual Event or higher.

3.11.4 Added step 2.8.7 to notify the Richmond Control Center Security Specialist.

3.11.5 Deleted the reference to the trunk line to the Corporate exchange in step 2.9.1.

3.11.6 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

Who Should Call-In: 14 required State and Local Officials
NNM, MRDA, PITA, all Unit ADTSs

| ②

| 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)
<u>Nuclear IRF:</u>				
• 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	✓	✓	✓	✓
<u>CALLBACK/BACKUP NOTIFICATIONS</u>				
• Radiopager (EPI-07-03)	✓	✓	✓	✓
• REQUEST State Police call non-responding towns (EPI-07-03)	✓	✓	✓	✓
<u>OTHER:</u>				
• 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

B18891

Attachment 5

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

Emergency Procedures Implementing (EPI) Functional Administrative Procedure (FAP)

MP-26-EPI-FAP14

"Recovery"

Major Revision 1, Minor Revision 2

02/27/03
Approval Date

03/07/03
Effective Date

Procedure Action Request

Document No.: MP-26-EPI-FAP14	Writer: Lisa Sinopoli Initiator: Kathy Burgess	Rev. No. 001	Minor Rev. 02
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Title: Recovery

For New Documents: Document is QA DH Title:

Revision Minor Revision Cleanup Revision Biennial Review
 Cancel Void (Do Not Use) Expire Superseded By: _____

Comments: Administrative Correction FLS: _____

CR-03-03301/CR-03-02490

Associated ARs 03001702-04

Reviews	Print	Sign	Date	Department
<input type="checkbox"/>				
<input type="checkbox"/>				
<input type="checkbox"/>				
Environmental Review	<input checked="" type="checkbox"/> KR Burgess	KR Burgess	4/4/03	EPD
E-Plan-50.54(q)	<input checked="" type="checkbox"/> KR Burgess	KR Burgess	4/4/03	EPD
WC 9 Att 3 Req. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input type="checkbox"/>			
Licensing Basis <u>RCD</u> (50.59 Screen Req. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No)	<input checked="" type="checkbox"/> KR Burgess	KR Burgess	4/4/03	EPD
Tech Independent	<input checked="" type="checkbox"/> John Fuller	John Fuller	4/4/03	NTD

Validation	<input checked="" type="checkbox"/> None	<input type="checkbox"/> Field - Use MP-05-DC-SAP01-004	<input type="checkbox"/> Simulated Performance - Use MP-05-DC-SAP01-004	<input type="checkbox"/> Table Top and Walk-through	<input type="checkbox"/> Comparison
(minimum of two)	Print	Sign	Date	Dept	
Coordinator					
Member					

Training: None Nuclear Training Briefing Familiarization

<input checked="" type="checkbox"/> SQR Review and Approval	<input type="checkbox"/> SORC Review and Approval	<input type="checkbox"/> Department Head Review and Approval
Approval <input checked="" type="checkbox"/> Disapproval <input type="checkbox"/>	N/A	N/A
<i>[Signature]</i> 4/9/03 (1) SQR Sign/Date	(1) Department Head Sign/Date	(1) Department Head Approval Sign
<i>[Signature]</i> (2) Department Head Approval Sign	(2) SORC Meeting Number	
	(3) SORC Approval Sign	

Approval Date: 4/14/03 Effective Date: 4/30/03

**Functional
Administrative
Procedure**



Millstone Station

**Recovery
MP-26-EPI-FAP14**

Rev. 001-02

Approval Date: 4/14/03

Effective Date: 4/30/03



TABLE OF CONTENTS

1. PURPOSE 3

 1.1 Objective 3

 1.2 Applicability 3

 1.3 Supporting Documents 3

 1.4 Discussion 3

2. INSTRUCTIONS 4

 2.1 Transition and Recovery Following an Unusual Event 4

 2.2 Transition Following an Alert or Higher Classification 5

 2.3 Recovery Following an Alert or Higher Classification 7

 2.4 Exit from Recovery 9

3. SUMMARY OF CHANGES 10

 3.1 Revision 001-02 10

 3.2 Revision 001-01 10

 3.3 Revision 001 10

 3.4 Revision 000-01 10

ATTACHMENTS AND FORMS

Attachment 1 Abbreviations 11

Attachment 2 Responsibilities 12

Attachment 3 Illustrated Recovery Process 18

Attachment 4 Recovery Plan Outline 19

Attachment 5 Onsite Recovery Issues and Strategies Guide 20

Attachment 6 Offsite Recovery Issues and Strategies Guide 23

Attachment 7 Public Information Recovery Issues and Strategies Guide 24

Attachment 8 Event Summary Report Format 25

MP-26-EPI-FAP14-001, "Recovery Issue and Strategies Form"

1. PURPOSE

1.1 Objective

This procedure provides guidance to the Director of Station Emergency Operations (DSEO) and the Director of Recovery Operations (DRO) for directing the transition into the Recovery phase of an event and performing associated activities. It also provides guidance to other individuals who will perform supporting functions during Recovery.

1.2 Applicability

While in a declared emergency, conditions have stabilized and the DSEO is prepared to terminate the emergency in accordance with EPI-FAP06, "Classification and PARs."

1.3 Supporting Documents

EPI-FAP06, "Classification and PARs"

EPI-FAP07, "Notifications and Communications"

1.4 Discussion

Recovery takes place after the emergency phase of an accident has occurred, the plant is in a relatively stable condition, and the emergency has been terminated by the Director of Station Emergency Operations. Recovery actions may require normal resources to recover the plant or extensive resources which could require months of support.

Members of the Recovery Organization are chosen based on their experience, managerial skills, and the needs of the plant. Conditions are evaluated to determine what repairs need to be performed, and when normal operations may be restored.

The Director of Recovery Operations will ensure that all work performed during Recovery is in accordance with approved station procedures unless specific actions have been approved by SORC.

Recovery Goals

- Assess the on site and off site consequences of the emergency.
- Perform cleanup and repair to return plant to pre-event conditions.
- Investigate the causes of the event and plan actions to prevent reoccurrence.

Federal Response

- The NRC or FEMA will coordinate support from multiple federal government agencies.
- Federal Agencies may request resources (space, phones and so forth) be provided to aid in their recovery efforts.

Definitions and abbreviation are contained in Attachment 1.

Responsibilities are contained in Attachment 2.

Recovery process is illustrated in Attachment 3.

2. INSTRUCTIONS

2.1 **Transition and Recovery Following an Unusual Event**

2.1.1 Director of Station Emergency Operations

NOTE

1. An Event Summary Report is required within 24 hours of terminating an Unusual Event.
2. For an Unusual Event, the Incident Report Form may be considered the Event Summary Report for purposes of termination notification.

- a. Designate a Director of Recovery Operations by contacting the Site Vice President (or designee).
- b. Direct the completion and transmission of an Incident Report Form, per EPI-FAP07, "Notifications and Communications," to signify termination of the Unusual Event.
- c. Announce the following (or similar) message to plant personnel over the public address system:

Attention all personnel, attention all personnel. The Unusual Event has been terminated and Recovery has been initiated. I repeat, the Unusual Event has been terminated and Recovery has been initiated.

Include any instructions for restrictions on areas or activities that still exist.

- d. Ensure any reportable events are captured and reported as required.
- e. Maintain log of events.

2.1.2 Director of Recovery Operations:

- a. Convene an event review meeting as soon as practical following termination from the Unusual Event.
- b. Start the investigation and corrective action process per plant procedures.
- c. Go To Section 2.4, "Exit From Recovery." | ②

- End of Section 2.1 -

2.2 Transition Following an Alert or Higher Classification

DSEO

NOTE

As conditions improve and additional personnel and resources become available, certain Recovery activities may be initiated before terminating the emergency.

- 2.2.1 Determine appropriate Emergency Response Facilities staffing and maintain until a Recovery Organization has been identified and activated.

NOTE

1. Detailed plans and procedures are not required to be developed before event termination and entry into Recovery. However, a Recovery Plan Outline should be completed and the recovery organization management positions identified and ready for staffing.
2. For events at an Alert classification, SERO personnel may be adequate to perform any necessary Recovery actions before returning to a normal organization.
3. For events at the Site Area Emergency or General Emergency classification level, the basic Recovery Organization staffing described in Attachment 2 should be used as guidance. Additional positions may be assigned to perform specific recovery activities.

- 2.2.2 Direct the ADTS, the ADEOF, and the Chief Technical Spokesperson to review Attachments 4 through 7, as applicable, and convene a meeting of key plant SERO personnel to perform the following: ①
- a. Review existing conditions and ongoing activities.
 - b. Determine the Onsite, Offsite, and Public Information Recovery Organization staffing requirements.
 - c. Outline the issues to be resolved and develop an Issues/Strategies Package using EPI-FAP14-001, "Recovery Issue/Strategies Form," to form the basis for the Recovery Plan.
- 2.2.3 Convene a joint conference with the ADTS, ADEOF, and the Chief Technical Spokesperson to review and approve the following: ①
- a. The recovery issues and strategies.
 - b. The Recovery Organization staffing requirements.
 - c. The recovery plan outline
- 2.2.4 Conduct a formal discussion with regulatory and State authorities to ensure coordination and agreement are met for entry into Recovery.

- 2.2.5 Discuss conditions with the Senior Vice President, Nuclear Operations. |
- 2.2.6 Contact and stage all Recovery Organization personnel used to relieve SERO (organize relief and turnover of responsibilities through SERO and Recovery Managers).
- 2.2.7 Direct the completion and transmission of an Incident Report Form, per EPI-FAP07, "Notifications and Communications," to signify termination of the emergency.
- 2.2.8 Make an announcement of the following message (or similar message) to plant personnel over the public address system:

Attention all personnel, attention all personnel. The emergency has been terminated and Recovery has been entered. I repeat, the emergency has been terminated and Recovery has been entered. [Name of DRO] has taken over as the Director of Recovery operations. Assigned Recovery Organization personnel are to relieve the SERO at this time.

Include any instructions for restrictions on areas or activities that still exist.

- 2.2.9 Maintain log of events. |

- End of Section 2.2 -

2.3 Recovery Following an Alert or Higher Classification

NOTE

Select emergency response facilities or portions thereof may be used for some time after event termination while in Recovery (for example, the JMC, Communications portions of the EOF, etc.). Steps should be taken to restore each facility to a state of readiness as soon as possible following termination of the emergency.

2.3.1 Terminate the use of emergency exposure controls.

- a. Revert to non-emergency (10 CFR 20) limits and controls for repair activities conducted during Recovery.
- b. Refer To existing plant exposure control procedures for guidance.

2.3.2 Terminate the use of other Emergency Procedures (e.g., MP-26-EPI-FAPs).

- a. Ensure existing plant procedures or procedures developed for specific tasks are used for plant repair activities during Recovery.
- b. Ensure SORC approves any special procedures developed for Recovery activities.

NOTE

Attachment 8, "Event Summary Report Format," illustrates the format and content of the Event Summary Report.

2.3.3 Within eight (8) hours of entering Recovery, complete and transmit an approved Event Summary Report to offsite authorities.

2.3.4 Convene an event review meeting as soon as practical following entry into Recovery and begin the investigation and corrective action process per plant procedures.

2.3.5 Maintain a log of specific recovery actions taken such as the following:

- Specific actions taken per this procedure.
- Communication with offsite authorities related to the emergency and/or Recovery.
- Any meetings held to discuss conduct or closeout of the Recovery Phase.

2.3.6 Ensure any events are reported as required.

2.3.7 Ensure communications are established and maintained with the following:

- Senior corporate officials.
- Legal, Financial, Insurance, and Purchasing Departments.
- INPO, NEI, and ANI

2.3.8 Approve any reports, including press releases provided to offsite authorities.

- End of Section 2.3 -

2.4 Exit from Recovery

2.4.1 Director of Recovery Operations - Unusual Event Classifications

- a. Terminate the Recovery Phase for an Unusual Event when the following has occurred:
 - 1) Corrective items are assigned to the responsible organizations.
 - 2) Plant conditions warrant exiting the Recovery Phase.
 - 3) Offsite agencies have been notified of the exit from Recovery.
- b. Log termination of the Recovery phase.
- c. Send all documentation to Emergency Preparedness.

2.4.2 Director of Recovery Operations - Alert or higher classification

- a. Terminate the Recovery Phase for an Alert or higher classification when the following has occurred:
 - 1) Corrective items are assigned to the responsible organizations.
 - 2) Plant conditions warrant exiting the Recovery Phase.
 - 3) Onsite and offsite organizations involved with Recovery have been apprised of the existing conditions and the anticipated termination of activities.
 - 4) The news media has been informed of the Recovery phase termination.
 - 5) Necessary revisions of the Emergency Plan and Implementing Procedures have been identified to the Emergency Preparedness Department.
- b. Log termination of the Recovery phase.
- c. Send all documentation to Emergency Preparedness.

- End of Section 2.4 -

3. SUMMARY OF CHANGES

3.1 Revision 001-02

3.1.1 Added a new step, step 2.1.2.c, to direct Recovery Operations Director to exit from the recovery phase. (CR-03-02490/AR 03001702-04/CR-03-03301)

3.2 Revision 001-01

3.2.1 Administrative change. Change Executive Spokesperson title to Chief Technical Spokesperson and Manager of Public Information to Public Information Technical Advisor. (CR-02-11198)

3.3 Revision 001

3.3.1 Editorial changes only.

3.4 Revision 000-01

3.4.1 Updated titles to reflect the current organization.

Attachment 1 Abbreviations

(Sheet 1 of 1)

ADEOF - Assistant Director Emergency Operations Facility

ADTS - Assistant Director Technical Support

ANI - American Nuclear Insurers

CTS - Chief Technical Spokesperson

DRO - Director of Recovery Operations

DSEO - Director of Station Emergency Operations

INPO - Institute of Nuclear Power Operations

NEI - Nuclear Energy Institute

SERO - Station Emergency Response Organization

| ①

Attachment 2 Responsibilities

(Sheet 1 of 6)

The Senior Vice President, Nuclear Operations

- Provides overall authority and responsibility for coordinating the station Recovery Operations with the rest of the Nuclear Group.
- Supervises:
 - Director of Recovery Operations
- Principal Working Relationships:
 - Corporate Senior Management
 - Director of Recovery Operations
 - Nuclear Vice Presidents or Directors

The Director of Recovery Operations

- Has overall responsibility for directing station Recovery operations.
 - Establishes command of station Recovery operations.
 - Plans Recovery operations and implements actions through appropriate managers.
- Reports to the Senior Vice President, Nuclear Operations
- Supervises :
 - Manager of Technical Support
 - Manager of Plant Operations
 - Manager of Radiation Control and Radwaste Operations
 - Manager of Engineering Support
 - Manager of Nuclear Regulatory Affairs
 - Manager of Public Information
 - Millstone's Representative in the State EOC and Joint Media Center

Attachment 2 Responsibilities

(Sheet 2 of 6)

- **Principle Working Relationships :**
 - Senior Vice President, Nuclear Operations
 - Advisory Support Staff
 - Recovery Managers

The Recovery Operations Manager of Technical Support

- Performs reactor core physics and thermal hydraulic systems analysis for reconstructing event timeline.
 - Provides technical support services to the Recovery Operations.
 - Performs reactor systems analysis.
 - Provides post accident data analysis, timeline for the accident, etc.
 - Provides a central facility for collecting, retaining, and retrieving data.
 - Develops Recovery procedures, modifies existing plant procedures, systems, and equipment.
 - Determines Recovery activities needed to be documented in accordance with the QA Program.
- Reports to the Director of Recovery Operations.
- Supervises personnel assigned to technical support activities.
- **Principle Working Relationships:**
 - Director of Recovery Operations
 - Manager Plant Operations and Recovery Managers
 - Reactor Engineering

Attachment 2 Responsibilities

(Sheet 3 of 6)

The Recovery Operations Manager of Plant Operations

- Provides interface between station and unit operations staff and the Recovery Operations.
 - Supervises and maintains station support staff.
 - Maintains station security operations.
 - Implements maintenance and repair operations with station staff as assigned by the Director of Recovery Operations.
 - Coordinates SORC activities as necessary.
- Reports to the Director of Recovery Operations.
- Supervises affected unit operations staff.
- Principle Working Relationships:
 - Director of Recovery Operations
 - Plant Operations staff
 - Other Recovery Operations Managers

The Recovery Operations Manager of Radiation Control and Radwaste Operations

- Supervises and maintains radiological control of Recovery Operations.
 - Maintains Field Survey Team, Environmental Sampling Teams, and data assessment operations as long as necessary to support the state and local communities.
 - Develops and implements procedures to sample, process, and control liquid, gaseous, and solid radioactive waste discharge and disposal.
 - Ensures personnel exposure is kept ALARA during recovery both in system design and operation.
 - Develops and performs evaluations of Health Physics equipment and procedures for Recovery.

Attachment 2 Responsibilities

(Sheet 4 of 6)

- Performs special personnel dosimetry evaluations and provides specialized dosimeters.
- Develops decontamination plans.
- Assists the State DEP in determining total integrated population dose.
- Reports to the Director of Recovery Operations.
- Supervises Radiation Control and Radwaste Operations Staff.
- Principle Working Relationships:
 - Director of Recovery Operations
 - Manger Plant Operations and Recovery Operation Managers
 - State DEP

The Recovery Operations Manager of Engineering Support

- Provides necessary civil, mechanical, and electrical engineering support for Recovery and provides other recovery support such as project schedules, management, cost control, construction, resources and purchasing, legal, and insurance services.
 - Develops procedures and design for required civil, mechanical, and electrical engineering modifications.
 - Schedules Recovery Operations and ensures prompt execution.
 - Performs construction engineering activities.
 - Arranges for purchasing, legal, and insurance assistance, as necessary.
 - Coordinates Recovery staff meetings.
 - Tabulates, expedites, and closes commitment lists.
- Reports to the Director of Recovery Operations.
- Supervises the Engineering Staff.

Attachment 2 Responsibilities

(Sheet 5 of 6)

- Principle Working Relationships:
 - Director of Recovery Operations
 - Nuclear Engineering Department
 - NSSS/AE
 - Other Recovery Operations Managers

The Recovery Operations Public Information Technical Advisor

①

- Coordinates and prepares media information releases and supports Millstone's Representative in the Joint Media Center.
 - Obtains technical information from Recovery managers.
 - Prepares media information releases.
 - Provides assistance in the preparation of materials for news conferences, as necessary.
- Reports to the Director of Recovery Operations.
- Supervises assigned staff.
- Principle Working Relationships:
 - Director of Recovery Operations
 - Millstone's Representative in the Joint Media Center
 - Systems Communications personnel

Recovery Operations Manager of Nuclear Regulatory Affairs

- Manages interface and submittals to regulatory agencies.
 - Provides regulatory interface with the NRC, State, etc.
 - Coordinates the preparation of documents for submittal to regulatory agencies.
 - Reports to the Director of Recovery Operations.
 - Supervises the Licensing staff.
 - Principle Working Relationships:
 - Director of Recovery Operations
 - Regulatory agencies
 - Other Recovery Operations Managers

Attachment 2 Responsibilities

(Sheet 6 of 6)

Advisory Support

- Industry specialists and experts who provide advisory support to the Recovery Operations and appointed, as necessary, by the Director of Recovery Operations.
- Reports to the Director of Recovery Operations.

The Millstone Representative in the State EOC and Joint Media Center

- Provides advisory support to the state and local communities resolving FEMA questions and concerns and local town questions and needs.
 - Consults with the State and responds to questions and concerns from the following:
 - FEMA
 - State
 - Local communities
 - Responds as official media spokesperson for Millstone Station.
- Reports to the Director of Recovery Operations.

Attachment 3 Illustrated Recovery Process

(Sheet 1 of 1)

<p>①</p> 	Emergency Event	<ul style="list-style-type: none"> • Emergency Plan is implemented. • Actions are taken to return the plant to a safe condition.
	Transition	<ul style="list-style-type: none"> • Selected facilities are maintained at full or partial staffing. • The DSEO, ADTS, ADEOF, and Chief Technical Spokesperson prepare a Recovery Issues/Strategies Package. • A Recovery Plan Outline is developed. • A DRO is designated. • Organizational requirements are determined. • Personnel are on stand-by to assume the identified recovery positions.
<p>②</p> 	Recovery	<ul style="list-style-type: none"> • An Event Summary Report is developed and issued. • A Root Cause Investigation is conducted and action items identified • A detailed Recovery Plan is developed and implemented. • Activities to restore the plant to pre-incident conditions are conducted.
<p>③</p> 	Post Recovery	<ul style="list-style-type: none"> • A Detailed Incident Report is developed and issued. • Records are collected and retained.

The above arrows represent points in time in the chronology of a classified emergency:

- ① The initiating state of emergency no longer exists.
- ② Formal termination of the emergency occurs (Notification of termination to Federal, State and Local Officials by the DSEO).
 - Emergency dose limits and special exceptions to procedures no longer apply.
 - Organizational titles are changed to reflect the new status.
- ③ Post Recovery and Exit.

Attachment 4
Recovery Plan Outline

(Sheet 1 of 1)

- SECTION I. RECOVERY ORGANIZATION
 - A. Organization Structure
 - B. Assignment of authorities or responsibilities

- SECTION II. ONSITE RECOVERY PLAN
 - A. Major Goals
 - B. Issues and Strategies

- SECTION III. OFFSITE RECOVERY PLAN
 - A. Major Goals
 - B. Issues and Strategies

- SECTION IV. PUBLIC INFORMATION RECOVERY PLAN
 - A. Major Goals
 - B. Issues and Strategies

Attachment 5 Onsite Recovery Issues and Strategies Guide

(Sheet 1 of 3)

Present Activities Being Performed by Plant Staff (Onsite SERO)

- Identify ongoing activities and determine the need to continue

Equipment Status Verifications

- Perform and document secured lineups
- List and identify inoperable equipment
- Hang appropriate tagouts
- Document temporary repairs and lineup
- Obtain appropriate samples to verify core or spent fuel status

Stabilization of Plant for Long Term Cooling

- Identify present cooling lineups
- Document available back-up cooling lineups
- Confirm condition of RHR/CCW/ESW/CVCS/Cont. Spray/Spent Fuel Pool Cooling
- Develop a plan to transition to long term cooling if required

System Repairs and Restorations

- Prioritize out-of-service equipment for restoration
- Plan restoration process by milestones
- Determine testing to increase or ensure equipment reliability
- Determine long term resolution of temporary repairs
- Examine options for temporary systems
- Obtain industry expertise (such as INPO, Westinghouse, CE) as necessary
- Ensure proper QA on any repairs made during the emergency

Attachment 5 Onsite Recovery Issues and Strategies Guide

(Sheet 2 of 3)

Radiological Controls and Area Decontamination

- Perform comprehensive surveys of onsite areas
- Establish additional survey and sampling frequency requirements
- Determine if additional monitoring equipment is required
- Develop a decon plan based on prioritized recovery of plant areas
- Commence Bioassay program
- Contract for large volume decontamination equipment and expertise
- Identify State DEP requirements, if any, on reentry into plant areas, radwaste treatment, and radwaste releases.
- Identify State DOT requirements, if any, on radwaste transportation.

Water Management

- Identify sources, volumes and activity of water inventories
- Prioritize clean-up
- Verify and evaluate condition of existing clean-up systems
- Establish tagouts and controls to preclude inadvertent discharges
- Evaluate need to contract portable filtering systems and expertise
- Establish berms and restraints for control and mitigation of spills
- Evaluate need for additional onsite waste storage capability
- Evaluate need for additional burial space for waste

Attachment 5

Onsite Recovery Issues and Strategies Guide

(Sheet 3 of 3)

Logistics (Use Guidelines for Forced Outage Scheduling)

- Identify manpower needs
- Obtain damage control equipment, as necessary
- Consider use of outside specialist (INPO, Westinghouse, CE)
- Set up training for off normal conditions (ALARA)
- Consider restricting site access
- Order extra HP supplies to support recovery
- Evaluate the need for additional security (crowd control)
- Evaluate the need for remote technology for inspections and cleanup
- Evaluate the need for additional communications capabilities
- Evaluate logistic and legal constraints on the continued operation of the unaffected unit.

Documentation

- Initiate actions to complete any required NRC reports as required
- Develop onsite portions of Detailed Incident Report
- Develop onsite Recovery Plan (short and long term)
- Develop special procedures to perform tasks outside the scope of normal procedures

Attachment 6

Offsite Recovery Issues and Strategies Guide

(Sheet 1 of 1)

Present Activities Being Performed by EOF Staff

- Identify ongoing activities and determine the need to continue

Radiological

- Evaluate the need for an environmental sampling program
- If required, estimate total population dose
- Evaluate clean-up requirements
- Evaluate the need to bring in outside expertise for radiological monitoring

Support to Offsite Authorities

- Evaluate outstanding requests from offsite authorities
- Apprise offsite authorities of onsite conditions and activities
- Determine if support for State and Local relocation and reentry activities is desired.

Corporate Interface

- Apprise corporate management of conditions and activities
- Provide information to legal organization as requested
- Identify issues applicable to HR and Employee Assistance

Logistics

- Identify manpower needs to support offsite recovery activities
- Identify all non-Millstone personnel and activities currently in place
- Review equipment and material needs for EOF recovery activities
- Assist onsite and Public Information organizations in obtaining offsite support
- Evaluate the need for additional communications capabilities

Documentation

- Develop offsite portions of Detailed Incident Report
- Develop offsite Recovery Plan (short and long term)

Attachment 7

Public Information Recovery Issues and Strategies Guide

(Sheet 1 of 1)

Present Activities Being Performed by State Armory/JMC Staff

- Identify ongoing activities and determine the need to continue

Offsite Interface

- Identify activities needed to keep offsite authorities apprised of Millstone Public Information activities
- Determine the need for Media Center representation. Consider using Media Center representation as necessary for the periodic briefing on recovery operations.
- Establish a rumor control system, as necessary.
- Ensure internal corporate communications from the employee information hotline.

Documentation

- Develop the Public Information portion of the Recovery plan

Attachment 8
Event Summary Report Format

(Sheet 1 of 1)

[Date]

[Time]

To: [Offsite Authority] (as a minimum, IRF locations and the NRC)

From: [Name] (Directory of Recovery Operations)

Subject: Event Summary Report of Emergency Declared at Millstone Station

The Millstone Station has terminated from emergency status at [time] and entered into Recovery.

The following is a review of events and items pertaining to the [Emergency] reported on [date].

[Provide a narrative of the event] (describe the event giving the facts of the emergency including as a minimum:)

1. Time and description of initiating events and any upgrades in classification (i.e., "On July 4, 2004, at 0640 hours a bomb threat was received at....."). Include information on personnel injuries and status. **(DO NOT INCLUDE NAME(S) OF VICTIMS UNLESS THE FAMILY HAS BEEN NOTIFIED).**
2. Initial notifications to offsite authorities, to include time, location and mode of notification (That is: fax, radio, telephone, etc.).
3. Requests for offsite assistance, including time and type.
4. The magnitude of any radiological release and Protective Action Recommendation information as applicable.
5. Telephone numbers which people can call to obtain any additional information (such as the Corporate Public Affairs, Rumor Control or Joint Media Center).

Approval: [Signature]