

May 20, 2003

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

Subject: Oconee Nuclear Station
Docket Nos. 50-269, -270, -287
Emergency Plan Implementing Procedures Manual
Volume C Revision 2003-05

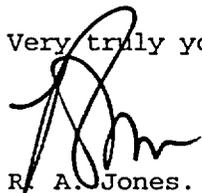
Please find attached for your use and review copies of the revision to the Oconee Nuclear Station Emergency Plan: Volume C Revision 2003-05, May 2003.

This revision is being submitted in accordance with 10 CFR 50-54(q) and does not decrease the effectiveness of the Emergency Plan or the Emergency Plan Implementing Procedures.

Any questions or concerns pertaining to this revision please call Rodney Brown, Emergency Planning Manager at 864-885-3301.

By copy of this letter, two copies of this revision are being provided to the NRC, Region II, Atlanta, Georgia.

Very truly yours,



R. A. Jones.
VP, Oconee Nuclear Site

xc: (w/2 copies of attachments)
Mr. Luis Reyes,
Regional Administrator, Region II
U. S. Nuclear Regulatory Commission
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w/copy of attachments
Mr. James R. Hall
Rockville, Maryland

(w/o Attachments, Oconee Nuclear Station)
NRC Resident Inspector
J. R. Brown, Manager, Emergency Planning

A045

May 20, 2003

OCONEE NUCLEAR SITE
INTRASITE LETTER

SUBJECT: Emergency Plan Implementing Procedures
Volume C, Revision 2003-05

Please make the following changes to the Emergency Plan Implementing Procedures Volume C by following the below instructions.

REMOVE

Cover Sheet 2003-04
Table of Contents page 1 & 2
RP/0/B/1000/009 - 02/19/03
Training Guide - DTG - 007
- 12/17/01

INSERT

Cover Sheet 2003-05
Table of Contents page 1 & 2
RP/0/B/1000/009 - 05/06/03
Training Guide - DTG - 007
05/01/03

DUKE POWER

EMERGENCY PLAN IMPLEMENTING PROCEDURES VOLUME C



APPROVED:

W. W. Foster, Manager
Safety Assurance

05/20/2003

Date Approved

05/20/2003

Effective Date

VOLUME C
REVISION 2003-05
MAY 2003

VOLUME C
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HP/0/B/1009/018	Off-Site Dose Projections	08/29/02
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HP/0/B/1009/021	Source Term Assessment Of A Gaseous Release From Non-Routine Release Points	12/01/97
HP/0/B/1009/022	On Shift Off-Site Dose Projections	04/08/03
RP/0/B/1000/001	Emergency Classification	02/11/03
RP/0/B/1000/002	Control Room Emergency Coordinator Procedure	08/29/02
RP/0/B/1000/003 A	ERDS Operation	01/21/03
RP/0/B/1000/007	Security Event	08/29/02
RP/0/B/1000/009	Procedure For Site Assembly	05/06/03
RP/0/B/1000/010	Procedure For Emergency Evacuation/Relocation Of Site Personnel	02/26/03
RP/0/B/1000/015 A	Offsite Communications From The Control Room	12/11/01
RP/0/B/1000/015 B	Offsite Communications From The Technical Support Center	12/11/01
RP/0/B/1000/015 C	Offsite Communications From The Emergency Operations Facility	12/11/01
RP/0/B/1000/016	Medical Response	09/12/02
RP/0/B/1000/017	Spill Response	11/04/02
RP/0/B/1000/018	Core Damage Assessment	09/30/97
RP/0/B/1000/019	Technical Support Center Emergency Coordinator Procedure	01/27/03
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SSG Functional Area Directive 102	SSG Emergency Response Plan – ONS Specific	04/30/03
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Radiation Protection Manual Section 11.3	Off-Site Dose Assessment And Data Evaluation	04/06/99
Radiation Protection Manual Section 11.7	Environmental Monitoring For Emergency Conditions	11/26/01
Safety Assurance Directive 6.1	Safety Assurance Emergency Response Organization	11/11/02
Safety Assurance Directive 6.2	Emergency Contingency Plan	03/27/00
Training Division	Training Division Emergency Response Guide DTG-007	05/01/03

Revision 2003-05
May 2003

Duke Power Company
PROCEDURE PROCESS RECORD

INFORMATION ONLY

PREPARATION

(2) Station OCONEE NUCLEAR STATION

(3) Procedure Title Procedure for Site Assembly

(4) Prepared By Ray Waterman (Signature) Ray Waterman Date 04/24/03

- (5) Requires NSD 228 Applicability Determination?
- Yes (New procedure or revision with major changes)
 - No (Revision with minor changes)
 - No (To incorporate previously approved changes)

(6) Reviewed By Robert Pifer (QR) Date 4/30/03

Cross-Disciplinary Review By _____ (QR) NA RET Date 4/30/03

Reactivity Mgmt Review By _____ (QR) NA _____ Date _____

Mgmt Involvement Review By _____ (Ops Supt) NA _____ Date _____

(7) Additional Reviews

Reviewed By _____ Date _____

Reviewed By _____ Date _____

(8) Temporary Approval (if necessary)

By _____ (OSM/QR) Date _____

By _____ (QR) Date _____

(9) Approved By Rocky Brown Date 05/06/03

PERFORMANCE (Compare with control copy every 14 calendar days while work is being performed.)

(10) Compared with Control Copy _____ Date _____

Compared with Control Copy _____ Date _____

Compared with Control Copy _____ Date _____

(11) Date(s) Performed _____

Work Order Number (WO#) _____

COMPLETION

(12) Procedure Completion Verification:

- Unit 0 Unit 1 Unit 2 Unit 3 Procedure performed on what unit?
- Yes NA Check lists and/or blanks initialed, signed, dated, or filled in NA, as appropriate?
- Yes NA Required enclosures attached?
- Yes NA Data sheets attached, completed, dated, and signed?
- Yes NA Charts, graphs, etc. attached, dated, identified, and marked?
- Yes NA Procedure requirements met?

Verified By _____ Date _____

Procedure Completion Approved _____ Date _____

(14) Remarks (Attach additional pages)

Duke Power Company
Oconee Nuclear Site

Procedure for Site Assembly

Reference Use

Procedure No.

RP/0/B/1000/009

Revision No.

007

Electronic Reference No.

OX002WP1

Procedure For Site Assembly

NOTE: This is an implementing procedure to the Oconee Nuclear Site Emergency Plan and must be forwarded to Emergency Planning within seven (7) working days of approval.

1. Symptoms

- 1.1 A test of response time and procedures employed in completing an accounting of onsite personnel.
- 1.2 An incident occurs on site and:
 - 1.2.1 The Technical Support Center, Operational Support Center, and Emergency Operations Facility are required to be established.
 - 1.2.2 Portions of the site require relocation or a site evacuation may be required.

2. Immediate Actions

- 2.1 (Action Plan for Emergency Coordinator), Enclosure 4.1
- 2.2 (Action Plan for Security Supervisor), Enclosure 4.2
- 2.3 Make announcements over the Public Address System, Enclosure 4.3, (Public Address Announcement)
- 2.4 Activate the outside Site Assembly Horn to notify personnel outside the reach of the PA System.
- 2.5 Continue the alarm, horn, and announcements for a duration long enough to ensure all onsite personnel are aware of the Site Assembly and are responding. (No more than 6 alarm and horn activations, together with announcements, need to be made.)
- 2.6 (Action Plan for Offsite Communicator), Enclosure 4.5.

3. Subsequent Actions

- 3.1 (Action Plan for Onsite Personnel), Enclosure 4.4
- 3.2 Record accountability results (via phone or fax) from Security on Enclosure 4.7, (Site Accountability Log).
 - 3.2.1 It is required that personnel be accounted for within 30 minutes of initiation of site assembly. The number of unaccounted personnel can be reported first with the names being reported later.
- 3.3 When personnel accountability has been completed during a Site Assembly, one of the following will occur:
 - 3.3.1 If the requirement for an assembly no longer exists, a request to return to normal duties will be given by the Emergency Coordinator.
 - 3.3.2 Plant conditions may require evacuation of the station. Consult procedure RP/0/B/1000/010 (Procedure for Emergency Evacuation/Relocation).

4. Enclosures

- 4.1 Action Plan for Emergency Coordinator
- 4.2 Action Plan for Security Supervisor/ Designated Officer
- 4.3 Public Address Announcement
- 4.4 Action Plan for Onsite Personnel
- 4.5 Action Plan For Off-Site Communicator
- 4.6 Site Assembly Locations
- 4.7 Site Accountability Log
- 4.8 Card Reader Locations

Action Plan for Emergency Coordinator

1. Action Plan For Emergency Coordinator

- ___ 1.1 Alert Security Supervisor that a Site Assembly will be initiated.
- ___ 1.2 Appoint a person or persons to:
 - ___ 1.2.1 Activate warble tone over PA System and outside Site Assembly horn located at the microwave tower.
 - ___ 1.2.2 Make voice announcements over the PA System per Enclosure 4.3, (Public Address Announcement).
- ___ 1.3 Obtain accountability results from TSC Off-Site Communicator or Security if communicator is not available on Enclosure 4.7, (Site Accountability Log).
- ___ 1.4 Direct necessary actions to account for any missing personnel.
 - 1.4.1 MERT will be utilized for this purpose.
- ___ 1.5 Examine the radiation/contamination levels established in RP/0/B/1000/010 (Procedure for Emergency Evacuation/Relocation), to determine the category of personnel that may need to be evacuated.
- ___ 1.6 If the requirements for an assembly no longer exist, return the station to normal duties.

Action Plan for Security Supervisor

1. Action Plan For Security Supervisor

NOTE: Security will use Security Procedure (SP) 623 to implement below actions

- 1.1 Contact the World Of Energy, Keowee Hydro, Oconee Complex, Motor Pool, Geo Technical, Crescent Resources, and the Oconee Training Center to make them aware of Site Assembly.
- 1.2 Initiate a patrol of the general station area within station boundaries, both inside and outside of the restricted area, to assure that personnel in remote and noise restrictive areas are aware of the Site Assembly requirement.

NOTE: Should site assembly be initiated during high traffic ingress and egress, traffic flow will not be restricted.

- 1.3 Use automated gates to restrict traffic in and out of the station during Site Assembly as determined by Security.
- 1.4 Receive Accountability reports from all groups via phone mail ext. 5050 and complete Enclosure 4.7, (Site Accountability Log) on Enclosure 2 of SP 623.
- 1.5 Report accountability results within 30 minutes (sooner if completed) to Offsite Communicator if the TSC is activated, Control Room OSM Emergency Coordinator if TSC is not activated.
 - 1.5.1 Provide an update of site assembly status if requested.
- 1.6 Fax Enclosure 2 of SP 623 (Site Accountability Log) to ext. 4308 upon completion of site accountability.

NOTE: Report names of all unaccounted personnel. However, in the event large numbers of personnel are unaccounted for, names may not initially be provided.

- 1.7 Report total accountability to the TSC Offsite Communicator or Emergency Coordinator within 30 minutes of the time the assembly was initiated. Report the number(s) and name(s) of any missing person(s).
- 1.8 Coordinate a search and rescue effort if directed.
 - 1.8.1 Utilize MERT for this purpose.
- 1.9 Contact the World of Energy, Keowee Hydro, Oconee Complex, Motor Pool, Geo Technical, Crescent Resources, and the Oconee Training Center to make them aware of Site Assembly completion.
- 1.10 Coordinate evacuation if so instructed.

CAUTION: For drill purposes only, preface and close all announcements with, "This is a drill. This is a drill."

SITE ASSEMBLY ALARM INSTRUCTIONS:

- ◆ Actuate Site Assembly Alarm switch, Control Board 1UB1, and hold in position
- ◆ Activate alarm for 10 seconds
- ◆ Repeat announcements and alarm activations six times

PAGE ANNOUNCEMENT INSTRUCTIONS:

- ◆ Pick up a ROLM phone located on Unit 1&2 Control Room desk
- ◆ Switch Office Page to ON
- ◆ Dial 70
- ◆ Make Announcements #1 and #2 as required by situation
- ◆ Switch Office Page to OFF after announcements have been made

NOTE: If any particular area of the plant is found to be unsafe during an emergency, and a Site Assembly is held, warnings should be sounded through the public address system advising the safe corridors to use.

ANNOUNCEMENT #1

"This is a Site Assembly. This is a Site Assembly. All visitors are to assemble with their permanently badged escorts. All permanently badged personnel shall report to their designated Site Assembly area. All other personnel not presently wearing security badges shall report to their supervisor. All personnel are required to remain at their site assembly locations until released."

ANNOUNCEMENT #2

Make this announcement if the Technical Support Center, Operational Support Center, and Emergency Operations Facility are to be activated. If required, specify that the Alternate TSC and/or OSC will be used.

"ACTIVATE THE TECHNICAL SUPPORT CENTER."

"ACTIVATE THE OPERATIONAL SUPPORT CENTER."

"ACTIVATE THE EMERGENCY OPERATIONS FACILITY"

1. Response To Site Assembly Alarm

1.1 Each person (except those noted in 1.2) shall assemble with their supervisor.

1.1.1 Assembly points for personnel onsite at Oconee Nuclear Site are identified in Enclosure 4.6, (Site Assembly Locations).

NOTE: In case of a reactor building evacuation alarm, the reporting requirements in 1.2 apply.

1.2 Persons working in Radiation Control Areas in protective clothing should leave their work areas, remove outer protective clothing at RCZ Exit, and go to the contaminated side of the appropriate change room.

1.2.1 In the change room, they should contact the appropriate persons as designated by 2.1.1 for personnel accountability reporting. Wait in change room for further instructions concerning the advisability of changing clothes and reporting to normal assembly areas.

NOTE: Card reader locations are listed in Enclosure 4.8, (Card Reader Locations).

1.3 All personnel inside protected area will swipe their badges at their designated site assembly areas.

2. Normal working hours 0700-1730 (Monday – Thursday)

Supervisors should report their accountability within 8 to 10 minutes.

Superintendents/Managers or designee (Site Assembly Coordinator) shall report for their group and give names of any persons not accounted for within 20 minutes. Completion of station accountability shall be made within 30 minutes.

2.1 All personnel shall assemble at designated assembly areas and all personnel inside the protected area shall swipe badges.

2.1.1 Each supervisor shall be responsible for accounting for all assigned personnel.

- A. Each reporting supervisor or designee is to report accountability by calling extension 5050 and following instructions.
- Department name, your name and extension, your accountability, and number of missing if any.
 - If a large number of personnel are unaccounted for provide number of missing to Security, Security will call back for names.

Action Plan For Onsite Personnel

- 2.1.2 Station Superintendents/Supervisors of various organizations working at Oconee (ESS, Bartlett, Communications, Power Delivery, World of Energy, Keowee Hydro, and Framatome) shall make an accountability report for their areas of accountability by calling extension 5050 and following instructions.

3. After hours, weekends, holidays

- 3.1 All personnel shall assemble at designated assembly areas and all personnel inside the protected area shall swipe badges.

- 3.1.1 Each supervisor shall be responsible for accounting for all assigned personnel.

A. Each reporting supervisor or designee is to report:

- Department name, your name and extension, your accountability, and number of missing.
- If a large number of personnel are unaccounted provide number of missing to Security, Security will call back for names. Supervisors shall report accountability to the Security Supervisor by calling extension 5050 and following instructions.

1. Action Plan For Offsite Communicator

1.1 Obtain accountability results from the Security Shift Supervisor from faxed copy of SP 623 Enclosure 2 (Site Accountability Log). |

1.1.1 If Security is not available to acquire site assembly information, Off-Site Communicator can retrieve accountability using Enclosure 4.7 of this procedure. |

1.2 Provide 20 minute accountability to Emergency Coordinator if requested. |

- Site Assembly update

1.3 Provide 30 minute accountability to Emergency Coordinator as soon as available. |

- Number and names, (if available), of unaccounted for personnel.

Site assembly accountability complete _____ (time) |

(See SP 623 for detailed results)

DUKE OCONEE NUCLEAR SITE PERSONNELSECTIONASSEMBLY POINTSite Vice President's Group:

Site Vice President/Managers and Assigned Staff/Clerks:

Admin Building

Chemistry:Chemistry Staff and Technicians
Chemistry Shifts A,B,C,D,E (On-Duty)
Radwaste Staff and TechniciansChemistry Offices
Radwaste Facility
Radwaste FacilityMaintenance:I&E SPOC Crew (On-Duty Shift A,B,C,D,E)
I&E Staff, Supervisors, and Technicians
I&E Plant MaintenanceWork Control Center/OSC
I&E Offices
5th Floor Turbine Bd.Mech Maintenance SPOC Crew
(On-Duty Shift A,B,C,D,E)
Mech Maintenance Staff, Supervisors, and TechniciansWork Control Center/OSC
Mechanical OfficesOperations:

All

Control Rooms/Ops¹ OfficesRadiation Protection:RP Staff
Support Functions
Surveillance and Control
RP Shifts A,B,C,D,E (On-Duty)RP Offices
RP Offices
RP Offices
RP Offices/OSCWork Control:

All

Work Control Offices

Engineering:

All

Engineering Offices

NSC & SSG:

All

NSC & SSG Offices

SECTION

ASSEMBLY POINT

Safety Assurance:

All

Safety Assurance Offices

Training:

Manager/Tech Staff, RP, Chemistry, Admin Support, GET
Operator Training, Simulator Support, Manager/Tech Staff
I&E Mechanical Maintenance

Training Offices
Oconee Training Center
Maintenance Training Facility

Human Resources:

All

Human Resources

Community Relations:

All

WOE Offices

Business Management:

All

Business Management

Security

Security Offices
Designated Post

DUKE NON-OCONEE NUCLEAR SITE PERSONNEL
(Permanently Badged Personnel)

<u>SECTION</u>	<u>ASSEMBLY POINT</u>
<u>Engineering:</u>	Engineering Offices
<u>Operations:</u>	Operations' Offices
<u>Chemistry:</u>	Chemistry Offices
<u>Radiation Protection:</u>	RP Offices
<u>Communications:</u>	Communications' Offices
<u>Keowee:</u>	Keowee Hydro Station
<u>World of Energy:</u>	WOE Offices
<u>Quality Verification:</u>	Quality Assurance Offices
<u>NMS (Nuclear Maintenance Support)</u> Personnel Inside Protected Area Personnel Outside Protected Area	Maint. Support Bldg
<u>Transportation Department:</u> Personnel Inside Protected Area Personnel Outside Protected Area	Maintenance Support Building Transportation Offices/Garage
<u>Geo-Tech</u> Operations Center personnel Power Delivery	Geo-Technical Offices
<u>Crescent Resources</u>	Crescent Resources Offices

DUKE NON-OCONEE NUCLEAR SITE PERSONNEL

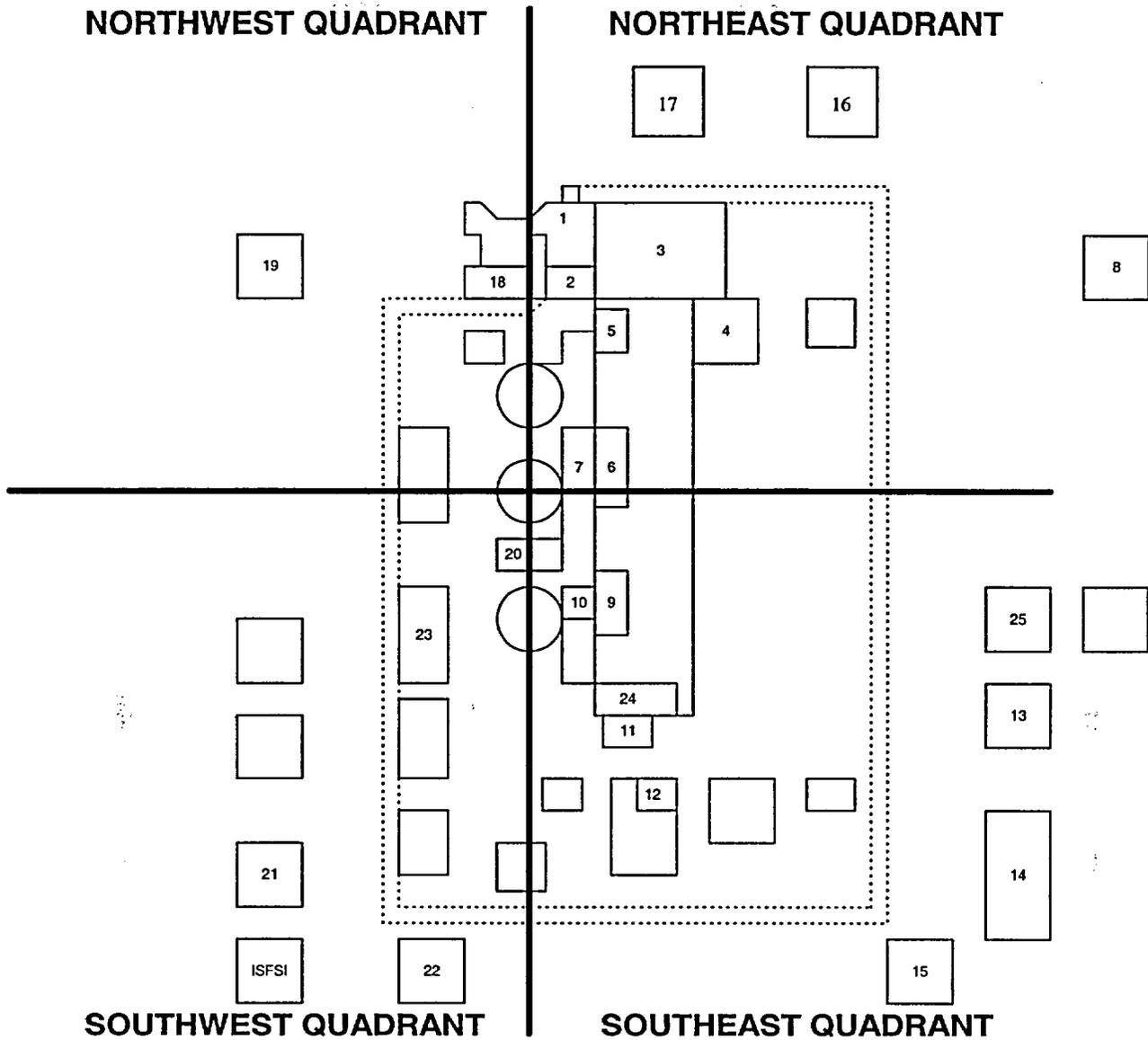
<u>SECTION</u>	<u>ASSEMBLY POINT</u>
<u>Engineering:</u>	Engineering Offices
<u>Maintenance:</u> Personnel Outside Protected Area	Maintenance Offices 2 nd Floor Maint. Support Building
<u>Bartlett:</u> Personnel Inside Protected Area Personnel Outside Protected Area	Maintenance Support Building Canteen Bartlett Offices
<u>Framatome:</u>	Framatome Office
<u>Maintenance Vendors:</u> Personnel Inside Protected Area Personnel Outside Protected Area	Maintenance Support Building Canteen Station Contact Group
<u>I&E Vendors:</u>	Maintenance Support Building Canteen
<u>Radiation Protection Vendors:</u>	RP Offices
<u>NRC:</u> All	 NRC Offices
<u>Food Service Vendor:</u> Personnel Inside Protected Area Personnel Outside Protected Area	Maintenance Support Building Canteen Admin. Bldg Canteen

VISITORS

Personnel Inside Protected Area with Escort	Assemble with escort
Personnel Outside Protected Area	Assemble with Station Contact

OTHER PERSONNEL OUTSIDE PROTECTED AREA

All personnel not identified above will report to their Station Contacts' area of assembly.



NORTHWEST QUADRANT	NORTHEAST QUADRANT
18. Administrating Building 19. Oconee Office Building	1. Security Building 2. Training/Locker Building 3. Maintenance Service Bd. 4. Maintenance Support Building 5. Turbine Building North Offices 6. Turbine Building 1&2 Offices 7. Unit 1&2 Control Room 8. Keowee Hydro Station 16. World of Energy 17. Oconee Training Center
SOUTHWEST QUADRANT	SOUTHEAST QUADRANT
20. RP Assembly Building 21. Interim Outage Building 22. Geo-Technical Center 23. Warehouse Offices	9. Turbine Building 3 Offices 10. Unit 3 Control Room 11. Technical Support Building 12. Radwaste Facility 13. Oconee Garage 14. Oconee Complex 15. L-1 Storage Yard 24. Turbine Building South Offices 25. Maintenance Training Facility

1. Site Accountability Log

NOTE: Instructions in note are for Security only unless directed otherwise.
 Acquire site assembly call-ins from phone mail #5050
 ➤ Instructions: dial 4444, then 5050#, then 7318#, then 3, and listen to message

Work Group	Contacts Name	ACCOUNTABILITY RESULTS		
		Phone #	30 min.	Names of Missing
Business Management				
Chemistry				
Engineering/LIT				
Human Resources / Medical/Training				
Keowee Hydro Station				
Mechanical Maintenance				
Nuclear Maintenance Support (NMS)				
NSC				
Operations				
Radiation Protection				
Safety Assurance/VP Staff				
Security				
SSG				
Work Control				
World of Energy				
Bartlett				

1. Site Assembly Card Reader Listing

PSC ID #	Location
EP CR # 01	Locker Building - hallway near west entrance to machine shop
EP CR # 02	Security Admin. Building – second level near mechanical conference room
EP CR # 03	Maintenance Service Building - maintenance shop east wall near doorway leading to yard area
EP CR # 04	Maintenance Service Building - canteen north/east wall near corridor to stairway
EP CR # 05	Maintenance Service Building - canteen south/west wall near stairway
EP CR # 06	Maintenance Service Building – second level south wall near stairway
EP CR # 07	Maintenance Service Building – fourth level south wall near stairway
EP CR # 08	Maintenance Service Building – fifth level south wall near stairway
EP CR # 09	Turbine Building - turbine floor level, north offices located at bottom of north stairwell
EP CR # 10	Turbine Building - units 1&2 turbine floor level offices located in work control/document control area near east door
EP CR # 11	Unit 2 Control Room - on south side of column Q-73
EP CR # 12	Unit 2 Control Room - on south wall of corridor between kitchen and TSC entrance
EP CR # 13	Unit 3 Control Room – on north side of column Q-89
EP CR # 14	Unit 3 Control Room – on south wall of corridor between kitchen and OSC
EP CR # 15	Technical Support Building – fifth floor operations office area near east stairway door
EP CR # 16	Technical Support Building – third floor, in corridor leading from breezeway to Chemistry area
EP CR # 17	Turbine Building - Unit 3 offices, north entrance near inside door to stairway
EP CR # 18	Turbine Building - south offices, bottom of stairway leading to second level offices
EP CR # 19	Aux. Bldg. - Unit 1&2, third level, hot change room, located in hallway near change room door
EP CR # 20	Aux. Bldg. - Unit 1&2 Spent Fuel Change Room
EP CR # 21	Aux. Bldg. - Unit 3, third level, Hot Change Room, located in hallway near change room door
EP CR # 22	Unit 3 Spent Fuel Change Room
EP CR # 23	Warehouse #3 – first floor office area, to the left, just inside door
EP CR # 24	Radiation Protection Building - lower level west stairway near outside entrance
EP CR # 25	Rad Waste Building - near control room area
EP CR # 26	Standby Shutdown Facility - ground level (elev. 796) in south laydown area near CAS corridor door

TRAINING DIVISION

Approval
Revised Date
Original Date
Prepared By
EP Review

[Signature] 5/1/03
4/2/03
6/4/92
[Signature]
[Signature]

Oconee Training Division Training Guide

Training Division Emergency Response Guide

1.0 OBJECTIVE

The purpose of this guide is to define the role that the Oconee Training Division Group fulfills in support of the Oconee Nuclear Station Emergency Plan.

NOTE: **Emergency Planning must review revisions to this guide and receive a control copy within seven working days of approval. Also a 10CFR50.54(q) evaluation shall be completed by the Emergency Planning Manager prior to approval of changes to this document.**

2.0 SCOPE

This guide is applicable to all Training Division personnel.

3.0 REFERENCES

- Oconee Nuclear Station Emergency Plan
- NSD 114 - Site Assembly/Evacuation Process
- RP/O/B/1000/009 - Procedure for Site Assembly
- RP/O/B/1000/010 - Procedure for Emergency Evacuation/Relocation of Site Personnel

4.0 RESPONSIBILITY

Each individual in the Training Division is responsible for following the requirements of this training guide in support of the Emergency Response Plan.

5.0 PROCEDURE

5.1 Accountability of Training Personnel

A. All ***Training Division personnel***, including those who support the Emergency Response Organization, shall assemble at their designated assembly location as follows:

- ***Oconee Training Center personnel*** assemble in their designated work area
- ***All Training personnel in the OOB*** assemble outside the EM&S Training Manager's office
- ***Maintenance Training Facility personnel*** assemble outside the Maintenance Training Supervisor's office

Personnel unable to reach the assembly area within **eight** minutes shall telephone their supervisor and identify their current location.

- B. ***Training personnel*** located **inside** the Protected Area when site assembly commences, shall proceed out of the protected area and report to their designated assembly location. Personnel unable to reach the designated assembly point within **eight** minutes shall go to the nearest assembly point, swipe their security badge at the card reader and call their supervisor.
- C. ***Training personnel*** working **inside** the RCA/RCZ who are wearing protective clothing shall go to the nearest change room, frisk appropriately, and swipe their security badge. They shall immediately call their supervisor to report their location and await further instructions.
- D. ***Training personnel*** who report to the *Technical Support Center (TSC)*, *Operational Support Center (OSC)*, and the *Emergency Operations Facility (EOF)* as members of the Emergency Response Organization shall notify their Training Evacuation Coordinator listed on Enclosure 6.1 prior to leaving their assembly point.

- E. **Permanently badged students** attending classes at the OOB, MTF or Complex shall call and VERBALLY speak to their Station Work Group Contact, who will report accountability for them. The student should remain in the classroom until site assembly is secured per the PA announcement. The Training Instructor will provide evacuation instructions in the event that a site evacuation should occur.
- F. **Students at the OTC** will be accounted for as follows:
- The Training OTC Site Assembly Contact will report all students in long term classes, such as Hot License Prep Class, Introduction to Systems Specific, and GFES Class.
 - Students in requal will be accounted for by the OSM.
 - Operations staff personnel who are in training at the OTC during a site assembly shall verbally call their station work group contact who will report accountability for them.
 - The Training OTC Site Assembly Contact shall provide evacuation instructions when needed.
- G. **In-processing students** shall call and VERBALLY speak to their Vendor Site Representative or designee, who will report accountability for them. The student should remain in the classroom until site assembly is secured per the PA announcement. The Training Instructor will provide evacuation instructions in the event that a site evacuation should occur.
- H. **Training Visitors (non-Duke):**
- Visitors being escorted inside the Protected Area should assemble with their permanently badged escort
 - Visitors outside the Protected Area should assemble with their training contact
- Training Visitors (badged from the G.O. or another Duke site):**
- Proceed out of the Protected Area, and report to the designated training contact. If this cannot be accomplished within eight minutes, proceed to the nearest assembly point (reference RP/0/B/1000/009 and NSD 114), swipe security badge at the card reader, and call designated training contact.
 - If visitor is outside the Protected Area, assemble with designated training contact

- I. Training personnel not supporting the Emergency Response Organization shall remain at their assembly location until released by the Emergency Coordinator.
- J. If you report to the site during a site assembly, proceed as normal to your work location unless directed otherwise by Security.

5.2 Site Assembly - Normal Work Hours (Monday - Thursday)

- A. Designated Training Division site assembly contacts are listed on Enclosure 6.1. They shall be responsible for ensuring that their section accountability status is reported to the HR Administrative Specialist at extension 4135, within 10 minutes. Each site assembly contact should report the total number of training personnel for their group, and include in that number any training visitors interfacing with their group who are located outside the protected area. If the HR Administrative Specialist is not available, this accountability shall be reported to the Training Administrative Specialist at extension 3396, who will in turn make accountability to the Security Shift Supervisor/designee at extension 5050.
- B. If telephone lines are inoperable; accountability status should be reported by available means (e.g., use of a messenger).
- C. Name, group and last known location of unaccounted personnel will be provided by the person reporting the personnel accountability. If last known location of unaccounted personnel is inside the Protected Area, Security will try to locate. If the last known location is outside the Protected Area, Training is responsible for locating personnel.

5.3 Site Assembly - Back Shifts, Weekends and Holidays

- A. The Supervisor or senior individual at each designated assembly location shall report accountability to the Security Shift Supervisor/designee at extension 5050.
- B. If telephone lines are inoperable, accountability status should be reported by available means (e.g., use of a messenger).
- C. Any individual not accounted for shall be identified by name, group and last known location.

5.4 Providing Twenty-Four (24) Hour Coverage

- A. If the emergency situation dictates, a shift rotation schedule will be developed for emergency response personnel to provide twenty-four hour coverage. The shift rotation schedule will be developed prior to implementation of site evacuation.

5.5 Site Evacuation

- A. The Emergency Coordinator will assess plant conditions and determine when an emergency situation requires site evacuation or relocation of personnel.
- B. If evacuation or relocation is required, the TSC OffSite Communicator is responsible for ensuring that evacuation/relocation instructions are provided for the site. The Training Division Evacuation Coordinators listed on Enclosure 6.1 are responsible for coordinating and implementing evacuation/relocation activities for the Training Division.
- C. Evacuation instructions will be coordinated by the Evacuation Coordinators in accordance with NSD 114 and RP/0/B/1000/10. NSD 114 provides evacuation instruction sheets when the LAN is unavailable.
- D. The following guidelines are to be used by the Evacuation Coordinator should site evacuation take place:
 1. When the PA announcement is made to evacuate, access the Site Evacuation Plan from the LAN at the following location:
"Duke Application Environment, Evacuation Plan - ONS."
 2. Note: The OTC is not included in the site PA system. Security provides only the initial site assembly announcement to the OTC. Therefore, the OOB Training Evacuation Coordinator will relay any announcements concerning evacuation to the OTC Evacuation Coordinator. Also, when the Site Evacuation Plan cannot be accessed on the LAN, the OOB Training Evacuation Coordinator will inform the OTC Evacuation Coordinator.
 3. Each Evacuation Coordinator will be contacted by the Training Manager/designee to discuss evacuation plans, shift coverage and other evacuation related information. When the Training Manager is the acting EOF Director, this contact will be made from the EOF to Evacuation Coordinators listed on Enclosure 6.1. When the Training Manager is **NOT** the EOF Director, he

may be performing other duties at the EOF and may not be available to make phone contacts. Therefore, in this circumstance, or when the Training Manager is scheduled off, the EM&S Manager/designee will fulfill this responsibility.

4. Obtain the Training Manager/designee's phone number for future call back and communication. Per the Training Manager, everyone will be evacuated unless otherwise notified.
5. Make copies of the evacuation plan for each person.
6. Call the TSC Offsite Communicator at extension 3706 to arrange bus transportation for personnel who cannot access their personal vehicle or obtain a ride with a co-worker.
7. Instruct personnel, including students, to evacuate at designated times to designated location, based on instructions provided.
8. Report the status of Evacuation/Relocation to phone mail 5094.
9. If personnel are relocated to the OTC or Complex, contact the Training Manager/designee and provide the phone number of your new location and the number of personnel at the relocation area.
10. The Evacuation Coordinator should be the last person to evacuate even if they are identified as Category 1 or 2.
11. Call the Training Manager/designee (using extension obtained in step 4 above) to report evacuation complete.

5.6 Staffing the Emergency Response Organization

- A. The TSC/OSC/EOF will be staffed in accordance with the Emergency Response Organization. Facility locations are as follows:

Primary

TSC: Units 1 & 2 Control Room - Kitchen Area

OSC: Room behind Unit 3 Control Room

EOF: Duke Power Operations Center - Issaqueena Trail

Alternate

TSC: Oconee Office Building Room 316
OSC: Oconee Office Building Room 316A

B. Notification of Activation during Normal Work Hours:

Notification of TSC/OSC/EOF activation will normally occur over the site public address and pager systems if the condition or event results in an emergency classification of Alert, Site Area Emergency, or General Emergency. Designated TSC/OSC/EOF personnel shall respond as required. These personnel shall notify their Training Evacuation Coordinator prior to leaving their assembly point.

C. Notification of Activation during Off-Normal Work Hours:

During back shifts, weekends, and holidays, TSC/OSC/EOF response personnel shall be notified by pager or the Community Alert Network System. If a Duty person is notified through the Community Alert Network, the response code he/she must use is 1 2 3 4. Should the pager system become inoperable, personnel serving in a duty capacity will be notified by the Switchboard Operator.

D. The Training Division staffs the *Technical Support Facility* for the following positions:

Operations Superintendent Assistant
TSC NRC Communicator
Offsite Communicator
Emergency Planning

E. The Training Division staffs the *Emergency Operations Facility* for the following positions:

EOF Director
Operations Interface Manager
Offsite Communications Manager
EOF Field Monitoring Coordinator
EOF Radiological Assessment Manager

6.0 Enclosures

6.1 Oconee Training Division Contacts

Enclosure 6.1

OCONEE TRAINING DIVISION CONTACTS

*SITE ASSEMBLY CONTACTS /
EVACUATION COORDINATORS*

<u>Training Facility</u>	<u>Primary Contact</u>	<u>Alternate Contact</u>
Maintenance Trng.	Sara Morse (3506)	Don Sullivan (4774) Terry Mason (4659)
Oconee Office Bldg.	Diane Burrell (3396)	Debra McDowell (3182) Kelly Pilgrim (3838) Martha Siconolfi (3018)
Oconee Trng. Center	David Covar (3452)	Neil Constance (3845) Cam Eflin (3031) John Steely (3446)