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CRYSTAL RIVER UNIT 3

PLANT OPERATING MANUAL

EMERGENCY PLAN IMPLEMENTING PROCEDURE

EM-400

OPERATION OF THE EMERGENCY OPERATIONS FACILITY

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1.0 PURPOSE

1.1 To provide emergency position responsibilities and instructions for operation of the Emergency Operations Facility (EOF).

1.2 General Information

1.2.1 The EOF is located in the Nuclear Training Facility at 8200 West Venable Street in Crystal River, approximately 0.5 miles east of Highway 19 (adjacent to the Crystal River Airport), and is outside the 10-mile Emergency Planning Zone (EPZ).

1.2.2 This procedure describes the operation of the EOF during a radiological emergency at CR-3. The EOF is the center of operations for support to control and mitigate a radiological emergency. The EOF provides a location for the following functions: [NOCS 10504,12080]

- Communication of event notifications with the State Warning Point-Tallahassee (SWPT); Florida Department of Health (DOH) in Orlando, Florida; and Levy and Citrus County Emergency Operations Centers (EOCs) or directly to representatives of each agency.
- Off-site dose projections and Protective Action Recommendations (PARs) for the public to local and State agencies.
- Technical and logistical support activities.
- Assembly of Federal, State, local emergency support organizations, and industry support teams.
- Support to the State Emergency Response Team.
- Communications with the CR-3 Control Room and the Technical Support Center (TSC).

1.2.3 Notification for activation of the EOF is by Public Address (PA) announcement, activation of the emergency group pagers and telephone notification.

1.2.4 Personnel fulfilling the functions to declare the EOF operational should have the capability of responding within 45 minutes of notification. Enclosure 1 illustrates the organizational structure of the EOF.

1.2.5 The State Mobile Emergency Radiological Laboratory (MERL) and accompanying field/emergency response teams may locate in the Crystal River area. Electrical and telephone service for the MERL has been pre-arranged at the EOF (southeast corner in fenced/gated area) and at the Levy County Sheriff's Substation (north of Inglis).

1.2.6 Space and communications services are provided in the EOF for State of Florida, Levy County, and Citrus County representatives. The State and Local Government Liaison provides the liaison contact between the State and County Representatives and the Progress Energy (PE) Staff.

1.2.7 Space and communications services are provided in the EOF for Nuclear Regulatory Commission (NRC) and Federal Emergency Management Agency (FEMA) representatives. Additional space may be provided for other Federal support groups, if required. Electrical and telephone service is available for the NRC Mobile Laboratory behind the EOF (southeast corner in fenced/gated area).

1.2.8 Space and communications services may be provided in the EOF for industry support groups if their services are required during an emergency.

2.0 DEVELOPMENTAL REFERENCES

2.1 10CFR50.47, Appendix E, Emergency Planning and Preparedness for Production and Utilization Facilities

2.2 10CFR50.47, Emergency Plans

2.3 EM-202, Duties of the Emergency Coordinator

2.4 NUREG-0654, Criteria for Preparation and Evaluation of Radiological Emergency Response Plans and Preparedness in Support of Nuclear Power Plants

2.5 Radiological Emergency Response Plan

2.6 ADM-NGGC-0105, ALARA Planning

3.0 PERSONNEL INDOCTRINATION

3.1 Definitions

3.1.1 **Activation** - to provide notification to emergency response personnel of the need to respond to the EOF for staffing and operation.

3.1.2 **Operational** - the minimum functions and communication links are established, required equipment is in proper working order per the EOF Checklist (Enclosure 28), and the EOF Director has assumed responsibility and authority for the emergency condition.

3.2 Responsibilities

3.2.1 EOF Director [NOCS 10580]

- o Direct and control all emergency phase activities.
- o Ensure off-site agencies are notified and make Protective Action Recommendations (PARs) for the public when appropriate (Enclosure 33).
- o Provide notification of emergency termination and initiation of recovery operations to the NRC, State of Florida (SWPT), the CR-3 Plant Staff, and other organizations that provide on-site support.

3.2.3 The EOF Facility Manager or alternate assures that the physical setup of the EOF/ENC is accomplished per EM-0401; and upon notification from the EOF Director, is responsible for assuring that the EOF/ENC are disassembled, in ready status, and the building is secured.. [NOCS 12080]

3.2.4 The Radiation Controls Manager and EOF Dose Assessment Team should activate at an ALERT classification. The EOF Director may use discretion concerning the remainder of EOF setup and activation due to the declaration of an Alert.

3.2.5 The position description and responsibilities for each EOF Staff position is provided in Enclosures 6 – 27.

3.3 Limits & Precautions

3.3.1 The level of involvement of the various members of the EOF Organization will depend strongly on the nature of the emergency and the actions required to respond and recover. Assessment by the EOF Director, therefore, is appropriate before notifying and assembling the complete EOF Organization. The following describes the levels of involvement associated with each of the emergency classes: [NOCS 10527,12080]

- o Unusual Event - The EOF Director is notified and will notify EOF Staff as the event warrants.
- o Alert - The EOF Director may activate, at his discretion, portions of the EOF Organization. Site Security may be called to activate the EOF group pagers. A PE representative may be requested to respond to the Citrus EOC and Levy EOC, when applicable. The Radiation Controls Manager and Dose Assessment Team staff at the Alert.
- o Site Area Emergency and General Emergency – Activation of the EOF and staff notified by telephone and/or pager of the emergency to report as specified within this procedure.

3.3.2 The EOF MUST be declared operational within 60 minutes of the declaration of a SITE AREA EMERGENCY or GENERAL EMERGENCY. The minimum requirements listed in Enclosure 28 MUST be met before declaring the EOF operational. The EOF can be declared operational even though conditions may exist that delay the transfer of State of Florida notifications and Protective Action Recommendations (PARs) from the TSC. The following emergency positions MUST be filled to declare the EOF operational and are required within 60 minutes of the SITE AREA EMERGENCY or GENERAL EMERGENCY declaration: [NOCS 1070, 1071]

- o EOF Director
- o Report Preparations Director
- o Technical Support Coordinator
- o Radiation Controls Manager

3.3.3 The following additional emergency positions MUST be filled, but are NOT required to declare the EOF operational:

- o. Assistant EOF Director
- o Administrative Manager
- o Communications Director
- o Communicator
- o Dose Assessment Team Members (3)
- o Facility Manager
- o. Field Team Liaison
- o Materials Manager
- o NRC Liaison
- o Security Coordinator
- o Status Board Coordinator/EOF Setup
- o State and County EOC Communicator
- o State and Local Government Liaison
- o Technical Support Director
- o Technical Support Engineer
- o Technical Support Operations Representative

3.3.4 The TSC Dose Assessment Team (DAT) assumes primary responsibility for dose assessment from the time the TSC is operational until the EOF is operational and assumes the primary responsibility. However, before the EOF being declared operational, the EOF Dose Assessment Team may function as an extension of the TSC team and supply dose assessment information to the TSC. After the EOF team has assumed primary responsibility, the TSC team may function as an extension of the EOF team and supply dose assessment information to the EOF.

3.3.5 Communications for public information purposes is the responsibility of the Communications Director or designee, and all media questions are to be referred to this contact. Release of information from this contact through public meetings, press conferences, and press release or telephone communication takes place in conjunction with the NRC, State of Florida, or local governments, as appropriate. NO statement to the public or media personnel regarding the emergency is made by an employee without prior clearance from the Communications Director. [NOCS 9250, 9260]

3.3.6 In a security event, the TSC staff will be directed to the EOF and the Remote TSC established (per EM-401, Enclosure 9). At a minimum, some EOF staff may be called in for support.

3.3.7 It is unlikely that evacuation of the EOF would be required during a radiological emergency because of its location (outside the 10 mile EPZ). If necessary, however, the EOF Director may evacuate based on recommendations from the Radiation Controls Manager.

3.3.8 All telephone communications should be as brief as practical so telephones and switchboards are NOT tied up. [NOCS 10030]

3.4 Equipment and Supplies

3.4.1 Communications Equipment [NOCS 10190]

- o Accident Assessment Ringdown (monitoring purposes only)
- o Commercial Telephone System
- o Dose Assessment Ringdown System (DARD)
- o Microwave System
- o Local Government Radio (LGR)
- o Department of Health (DOH-VHF) Radio
- o Telecopy (FAX)

- State Hot Ringdown System (SHRD)
- State Emergency Satellite Communications System (ESATCOM)
- TSC/EOF Ringdown
- Emergency Notification System (ENS/FTS-2001)
- Health Physics Network (HPN/FTS-2001)
- Reactor Safety Counterpart Link (RSCL/FTS-2001)
- Protective Measures Counterpart Link (PMCL/FTS-2001)
- Management Counterpart Link (MCL/FTS-2001)
- Local Area Network (LAN/FTS-2001)

3.4.2 Reference Materials

3.4.2.1 Emergency Position Manuals are available for each Emergency Response Organization (ERO) position in the EOF and contain procedures and instructions commonly needed. They are stored in a bookshelf in the Main EOF Conference Room.

3.4.2.2 The INPO Emergency Resource Manual, which is available on the INPO web page, provides a summary description of each United States nuclear plant, principal contacts, technical expertise, and specialized equipment that utilities and suppliers could provide in response to requests for emergency assistance. INPO contacts provide assistance in identifying and mobilizing the resources needed for the nuclear industry in the event of an emergency.

3.4.3 Controlled Procedures and Drawings [NOCS 1074]

Most controlled procedures and drawings are located in the EOF. Drawings NOT in hardcopy form are available on aperture cards available at the EOF. The following documents are maintained in the EOF:

- CR-3 Drawings
- CR-3 FSAR
- CR-3 POM
- CR-3 Technical Specifications
- Radiological Emergency Response Plan (RERP)
- Emergency Preparedness Procedures (EMs)
- Radioactive Effluent Release Report (annual)
- Radiation Exposure Histories (maintained on computer database)
- EM-225E Support Documents (two volumes)
- CR-3 Severe Accident Guidelines

3.4.4 Supplies

Administrative supplies are located in a labeled cabinet in the Technical Support Team room.

3.4.5 Radiological Monitoring Equipment [NOCS 24180]

There is no portable radiation monitoring equipment stored at the EOF. If radiological monitoring instrumentation and support is needed, the EOF Radiation Controls Manager will request Radiation Monitoring Team support through the TSC Radiation Controls Coordinator. The Radiation Controls Manager will also request an area TLD.

3.4.6 Information Displays

The Overhead Display System (Spectrum System) displays plant and other technical data for the EOF Staff. Displays include, but are NOT limited to, the following:

- Plant Status
- Plant System Schematics
- Dose Assessment Model
- REDAS
- SPDS

4.0 INSTRUCTIONS

The steps under this section are NOT required to be performed in sequence.

4.1 EOF Director

4.1.1 Pre-Operation

4.1.1.1 OBTAIN badge at EOF Front Desk.

4.1.1.2 PLACE name on EOF Staffing Board and OBTAIN Emergency Position Manual from bookshelf in Main EOF Conference Room.

> **NOTE**
>
> The EOF Director may assign available personnel to functions until the designated personnel are available.

4.1.1.3 ENSURE Functions required to declare the EOF operational include the following personnel with capability to perform functions.

- o EOF Director
- o Report Preparations Director
- o Technical Support Coordinator
- o Radiation Controls Manager

4.1.1.4 OBTAIN turnover briefing on status of emergency from TSC, using Enclosure 32.

4.1.1.4 IF there is a delay in declaring the EOF operational immediately after turnover, THEN ENSURE no data has changed from original turnover, especially notifications made.

4.1.1.5 DECLARE EOF operational within 60 minutes of declaration of a Site Area Emergency or General Emergency.

4.1.2 Emergency Phase Operation

4.1.2.1 ANNOUNCE that the EOF is operational.

4.1.2.2 USE Public Address (PA) system for EOF announcements and briefings.

4.1.2.3 ENSURE actions described in the EOF Director's Checklist (Enclosure 7) are completed.

4.1.2.4 ENSURE physical and administrative access control is established (per Enclosure 35).

4.1.2.5 ENSURE the EOF Auto Phone Attendant is turned off so incoming calls are NOT routed to voice mail (per EM-401, Enclosure 12).

4.1.2.6 ENSURE communication is established with the TSC for the purpose of transmitting and receiving plant data and status information.

> **NOTE**
>
> Operation of the EOF does NOT require the EOF dose assessment equipment/computers to be operable, but does require the ability to obtain current dose assessment information.

4.1.2.7 ENSURE dose assessment data is available. The EOF Dose Assessment Team must obtain dose assessment data from the TSC Dose Assessment Team or by use of the EOF dose assessment equipment. [NOCS 13210]

4.1.2.8 ENSURE arrangements are in place for timely, accurate maintenance of the status boards (either electronic or manual) in the Main Conference Room and Dose Assessment Room.

4.1.2.9 CONDUCT an initial briefing that includes a description of the emergency in progress, a summary of known facts, and a preliminary determination of the support required from the EOF.

> **NOTE**
> Any exceptions to the transfer of completion of the "Florida Nuclear Plant Emergency Notification Form" or PARs must be clearly communicated during the facility turnover briefing.

4.1.2.10 COORDINATE with the Emergency Coordinator the transfer of responsibility to notify the State and local authorities, and to make PARs (Enclosure 33). This transfer is NOT required to declare the EOF operational. The Facility Turnover/Briefing Worksheet (Enclosure 32) provides turnover guidance.

> **NOTE**
> Any other updated information that does NOT meet the above criteria does NOT require the use of the Florida Nuclear Plant Emergency Notification Form. Verbal updates that are logged are acceptable.

4.1.2.11 ENSURE all items are completed on the "Florida Nuclear Plant Emergency Notification Form" (Enclosure 31) once the EOF Director has communicated to the Emergency Coordinator that the EOF has accepted responsibility for State notification and PARs. The use of the Florida Nuclear Plant Emergency Notification Form is required for the following circumstances: [NOCS 10580, 13210]

- Initial notification that an emergency condition exists.
- Any escalation in emergency classification.
- Termination of an emergency condition.
- Any change in PARs.

4.1.2.12 ENSURE frequent status reports are provided to the EOF Staff. [NOCS 11060]

4.1.2.13 ENSURE arrangements are made with the TSC to provide personnel for radiological monitoring and instrumentation, if needed.

4.1.2.14 ENSURE media information briefings are periodically provided in the ENC.

4.1.2.15 ENSURE representatives of Federal/State/local agencies and industry support teams arriving at the EOF receive a briefing of the event. INCLUDE in the briefings, as appropriate, the following: [NOCS 10521]

- The scenario of the emergency.
- Summary of latest briefing given by the EOF Director.
- Summary of latest protective actions recommended, if needed.
- Summary of latest media briefing/news release.
- Introduction to Florida Power counterpart.
- Point out data displays and other status board information.
- Show them their work location(s).
- Discuss general layout of the EOF.

4.1.2.16 DETERMINE if Citrus, Levy, and/or State EOC Representatives are needed. [NOCS 10521]

4.1.3 Shift Change for Declared Emergencies [NOCS 10511]

4.1.3.1 IF an emergency event requires long-term support,
THEN the EOF Director INITIATES personnel shift changes according to the following:

- ASSESS need for continued long-term support

- IDENTIFY the emergency positions necessary for maintaining adequate response
- ESTABLISH time for alternates to be at facility
- REQUEST the individuals currently filling the position to contact their alternate

4.1.3.2 ENSURE each individual currently filling a position completes the following:

- CONTACTS alternate for relief
- PROVIDES the name of the alternate to the EOF Director
- BRIEFS the on-coming alternate thoroughly of actions taken and in-progress, summarizing the scenario and how their position is affected.

4.1.4 Emergency Phase Termination/De-Escalation [NOCS 17050, 17100]

4.1.4.1 IF terminating the event or entering recovery phase,
THEN COORDINATE the decision with the Deputy State Coordinating Officer, the NRC, and the Emergency Coordinator before completing the Florida Nuclear Plant Emergency Notification Form. Refer to Enclosure 34, Termination Checklist.

4.1.4.2 IF de-escalating the event,
THEN COORDINATE the decision with the Deputy State Coordinating Officer, the NRC, and the Emergency Coordinator before completing the Florida Nuclear Plant Emergency Notification Form. In most situations, events are terminated rather than downgraded. However, there may be conditions where downgrading is appropriate.

4.1.4.3 IF the current plant conditions have improved to satisfy a lower classification Emergency Action Level AND a decision is made to downgrade to a lower emergency classification,
THEN COORDINATE with the TSC Emergency Coordinator

4.1.4.3 CONSIDER Senior Officer input before terminating the event.

4.1.4.4 IF it has been determined that NO further emergency situation exists,
THEN emergency phase actions will be terminated by the EOF Director and a transition of activities to the recovery phase will begin.

4.1.5 Recovery Phase Operations [NOCS 17080, 17140, 17160]

4.1.5.1 DETERMINE the appropriate level of staffing in the EOF during recovery operations [refer to 4.1.3.1].

4.1.5.2 USE standing procedures, insofar as possible, that emergency teams and plant personnel are familiar and for which they have received appropriate training. Personnel exposure to radiation will be limited by use of existing procedures for radiation protection. Normal occupational radiological dose limits will apply.

> **NOTE**
> Enclosure 29 is an example of a "generic" short-term recovery plan that may be used as the basis for more specific planning.

4.1.5.3 EVALUATE recovery planning, which will encompass both short-term and long-term requirements. The planning should address (but is NOT limited to) the following:

- The degree of system or equipment damage.
- Items to be repaired or replaced.
- Re-Entry and Repair Operations
- Procurement Efforts
- Licensing Implications
- Analysis for licensing or safety assessments.
- Decontamination and Cleanup
- Radwaste Processing
- Measures for minimizing potential further releases.

- Isolation of systems and equipment.
- Personnel Access Control
- Need for specific procedures.
- Test Programs
- Special Training Requirements
- Off-Site Organization Support
- Organization and Personnel Assignments
- Whole Body Counting of PE Emergency Workers

4.1.5.4 DIRECT an assessment to be performed of off-site emergency response capability in preparation of a FEMA disaster-initiated review. These reviews, normally associated with weather-related events (EM-220), assess the off-site radiological emergency preparedness capabilities of the jurisdictions located in the 10 mile Emergency Planning Zone (EPZ). The assessment focuses on overall off-site communications, siren operability, sheltering, notifications, monitoring, and decontamination. The Emergency Preparedness Unit is the primary contact for this review.

4.1.5.5 APPROVE the completed recovery plan and implementing procedures,
AND SUBMIT to the Plant Nuclear Safety Committee (PNSC) for approval before implementation.

4.1.6 Recovery Completion and Final Investigations [NOCS 17210]

4.1.6.1 DIRECT a final investigation, upon completion of recovery activities, of both the emergency and recovery actions to assure all issues have been appropriately considered and that all data has been addressed. The results of this final investigation should be presented to the PNSC. PROVIDE the results to the NRC as justification to return to full power operation.

4.1.6.2 CONSIDER deactivation of the emergency organization, upon completion of the final investigation and acceptance by management and regulatory authorities. The unit may be returned to service under the direction and control of the normal Corporate and CR-3 organizations.

4.1.6.3 ENSURE any deficiencies in emergency response or improvements identified by the final investigation are provided to the Supervisor, Emergency Preparedness so they can be factored into the Radiological Emergency Response Program.

4.1.7 Evacuation

IF a decision is made to evacuate,
THEN the EOF Director should choose an alternate location and direct the transfer of functions/responsibilities and CONSIDER what key positions and functions need to be staffed.
Alternative locations to consider:

- **Simulator Building (if necessary during severe weather):** Communications systems must be manually switched to tie to the plant/outside agencies and are limited to commercial and microwave telephones, ENS, State Hot Ringdown, PAX, and plant radios.

- **Inverness Operations Center:** Located on Highway 44 (north side) about two miles west of Inverness city limits. Communications capability is limited to commercial and microwave telephones.

4.2 EOF Staff

4.2.1 Pre-Operation

4.2.1.1 OBTAIN badge at EOF Front Desk.

4.2.1.2 PLACE name on EOF Staffing Board and OBTAIN Emergency Position Manual from bookshelf in Main EOF Conference Room.

4.2.2 Emergency Phase Operation

4.2.2.1 ENSURE assigned work area is setup and equipment/telephones are operational.

4.2.2.2 ENSURE actions described in assigned Emergency Position Checklist (Enclosures 6 - 27) are completed. [NOCS 1070]

4.2.2.2 ENSURE accommodations are in place for Federal, State & Local government representatives, MERL, NRC Lab, and Industry Support Groups as outlined in EM-401, Setup of the EOF.

4.2.3 Communication and Documentation

4.2.3.1 USE the Off-Site Support List available in the Emergency Position Manuals or on the CR-3 EP homepage on the intranet for Off-site contacts and support organizations that might be needed.

4.2.3.2 SUMMARIZE significant actions taken and the results of these actions, in respective emergency logs. Communications of significant importance to the emergency MUST be documented in detail, which could include contact with Federal, State, and local government officials/agencies, and industry contacts.

4.2.3.3 ENSURE logs are of sufficient detail to explain actions associated with emergency and recovery activities to facilitate critique and event reconstruction following event termination. Enclosure 3 provides a sample emergency logsheet.

4.2.3.4 ENSURE an EOF accountability/FFD log is maintained. Enclosure 4 provides a sample logsheet for non-PE personnel and Enclosure 5 provides a sample logsheet for PE personnel.

4.2.4 Access Control and Building Security

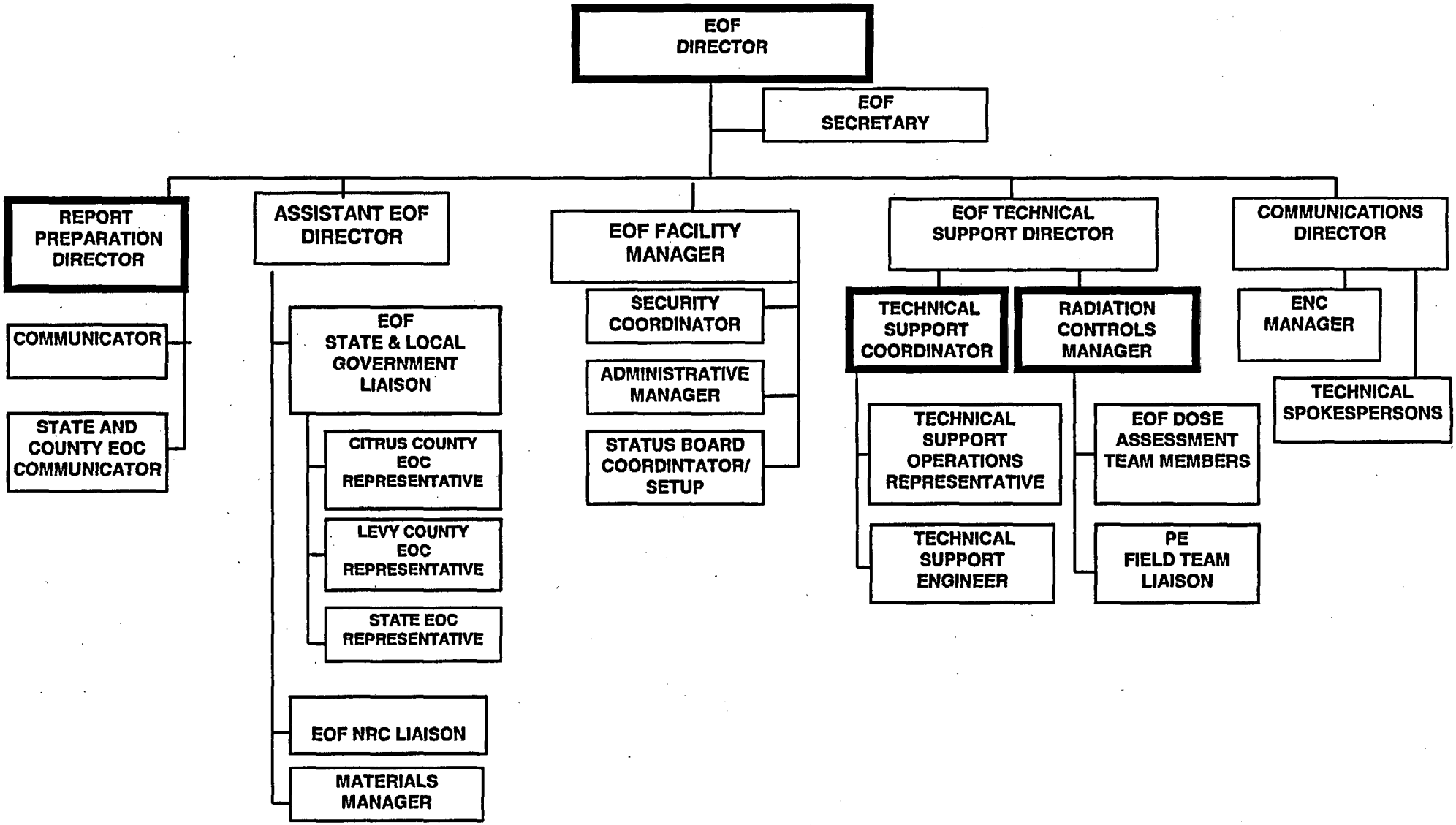
ENSURE access is restricted to Progress Energy employees and representatives of Federal, State, county, or industry support organizations. Each individual MUST provide proof of organizational affiliation before admission. Any individual who does NOT meet this criterion MUST receive approval from the EOF Director, Assistant EOF Director, or an Emergency Preparedness Unit member before admission is allowed.

4.2.5 EOF Emergency Diesel Generator

IF there is a power failure and the diesel does NOT pick up the load,
THEN locate the "gold" control panel in the HVAC Equipment Room (located on the east wall) with a selector switch on it; and a similar switch on the diesel located outside the HVAC Equipment Room;
AND VERIFY the switches are in "AUTO" position before determining that the diesel has failed to pick up the load.

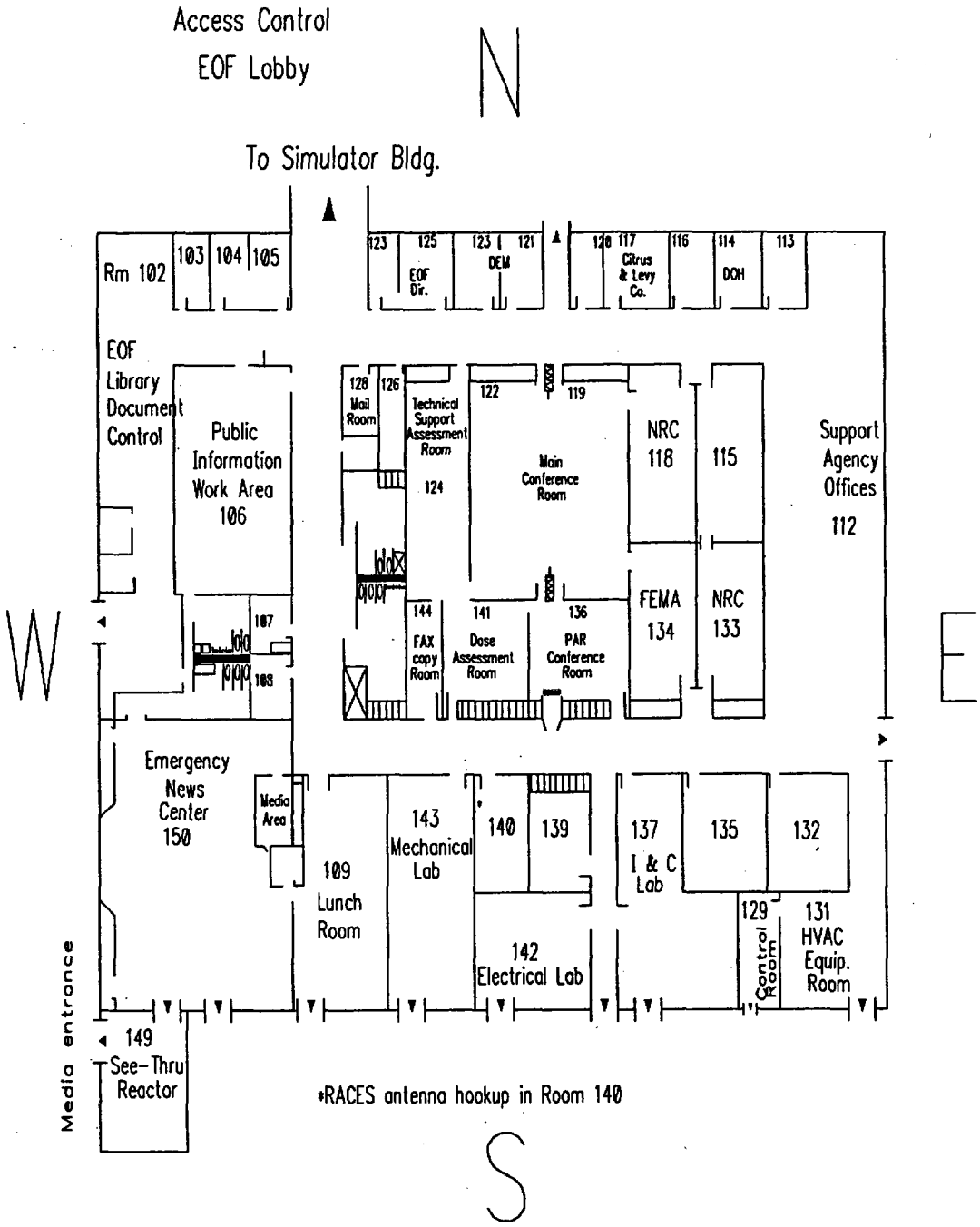
ENCLOSURE 1

EOF ORGANIZATION



NOTE: The boxes with dark borders indicate minimum positions required to declare the EOF "operational."

EOF Floor Plan



Emergency Log

SAMPLE

Progress Energy

Page _____

Facility: _____ Function: _____ Date: _____

Person Maintaining Log: _____

☐ Drill/Exercise ☐ Actual Emergency

Time	Description/Actions

ENCLOSURE 4

EOF Accountability Log for Non-Progress Energy Personnel

DATE:					
PRINT NAME	BADGE NUMBER	ORGANIZATION	TIME IN	TIME OUT	AUTHORIZATION

NOTE: Access restricted to PE employees and representatives of Federal, State, county, or industry support organizations. Each individual must provide proof of organizational affiliation before admission. Any individual who does NOT meet this criterion must receive approval from the EOF Director, Assistant EOF Director, or an Emergency Preparedness Unit member before admission is allowed.

EOF Accountability/ Fitness-For-Duty (FFD) Log for Progress Energy Personnel

DATE:								
					FFD *			
PRINTED NAME	EMERGENCY TITLE	BADGE NUMBER	TIME IN	TIME OUT	YES	NO	SIGNATURE	AUTHORIZATION**

* Each ERO member must complete Part 1 of Attachment 1, Unscheduled Work Call Outs of SEC-NGGC-2141. An ERO member is considered "fit-for-duty" if they have NOT consumed any alcohol during the pre-duty 5 hour abstinence period. If "YES" (Part A, Item 1 of Attachment 1), access may be granted. If "NO" (Part A, Items 2 or 3 of Attachment 1), the EOF Accountability Representative or Security Officer should notify the Security Coordinator and instruct the individual to report to the area designated by the Security Coordinator and stand by for further instructions.

** The EOF Director may authorize an individual who has NOT met the 5 hour abstinence period requirement to staff an emergency position provided a determination of fitness-for-duty is made by signing Part C of Attachment 1 of SEC-NGGC-2141. This may be accomplished by breath analysis or by an interview performed by the Security Coordinator. If the individual is fit-for-duty, NO further authorization is required.

Vice President – CRNP Responsibilities
[NOCS 9080, 10501

REPORTING STATUS: At the discretion of the Vice President, Crystal River Nuclear Plant.

FUNCTION: To represent Senior Management whenever emergency mitigation or recovery plans require broad-based decisions that will impact Corporate resources.

RESPONSIBILITIES:

a. NOTIFIES the Senior Vice President and Chief Nuclear Officer, Nuclear Generation, whenever an ALERT, SITE AREA EMERGENCY, or GENERAL EMERGENCY is declared.

b. ASSURES Senior Management is kept apprised of the plant emergency status.

c. ACTS as spokesperson to media when appropriate.

EOF Director Responsibilities/Checklist
[NOCS 1071, 1587, 9080, 10501]

REPORTING STATUS: Required within 60 minutes of SITE AREA EMERGENCY or GENERAL EMERGENCY for EOF operation.

FUNCTION:
- To assume responsibility for control and mitigation of the emergency.
- To exercise authority-of-position to acquire and use Corporate resources for control and mitigation of the emergency, and for recovery phase operations.

RESPONSIBILITIES:

Emergency Phase

a. NOTIFIES Site Security to activate EOF pagers at SITE AREA EMERGENCY or GENERAL EMERGENCY declaration, or when EOF is to be activated.

b. NOTIFIES the following positions that the EOF has been activated:

- Facility Manager
- Technical Support Director
- Assistant EOF Director
- Report Preparation Director
- Communications Director

c. NOTIFIES the Vice President, Crystal River Nuclear Plant that an ALERT, SITE AREA EMERGENCY, or GENERAL EMERGENCY has been declared and provides updates, as needed.

d. COORDINATES and SUPPORTS the following EOF positions:

- Facility Manager
- Technical Support Director
- Report Preparation Director
- Assistant EOF Director
- Communications Director

e. COMMUNICATES with the Emergency Coordinator to determine the plant status and level of emergency support required from the EOF Staff.

f. DIRECTS briefings for EOF personnel concerning the nature of the emergency and required EOF support.

g. DIRECTS and controls all emergency phase activities.

h. MANAGES the EOF organization to produce assessments and recommendations for accident mitigation; to support the plant emergency organization; to provide effective liaison with Federal, State, local, and industry response teams; and to support information dissemination.

i. COMMUNICATES recommended corrective and/or protective actions to the State, county, NRC, and Emergency Coordinator.

j. ACTS as PE liaison for coordination of emergency assistance teams from the NRC, FEMA, INPO, or other off-site organizations located at the EOF or plant site.

EOF Director Responsibilities/Checklist (continued)

k. ENSURES that frequent status reports are provided to the EOF Staff.

l. ENSURES representatives of Federal/State/local agencies and industry support teams are provided briefings on emergency status upon arrival at the EOF.

m. DETERMINES the need to use an alternate location for the EOF and implements the move, if needed.

n. ENSURES the Florida Nuclear Plant Emergency Notification Form is completed after the EOF is declared operational.

o. DISPATCHES the State EOC Representative to Tallahassee, Florida, if event warrants.

p. COORDINATES the termination of emergency phase operations with the Deputy State Coordinating Officer, and notification to the NRC, SWPT, the Emergency Coordinator, the CR-3 emergency organization, and other organizations providing on-site support to initiate recovery activities.

Recovery Phase

a. DEVELOPS and/or REVIEWS recovery plan using members of the Plant Staff, EOF Staff, and outside assistance, as required.

b. DETERMINES staffing levels required to implement the recovery plan.

c. ENSURES notification to the organizations that are providing off-site support when the emergency has been terminated and recovery has begun.

d. PROVIDES direction and control of recovery plan implementation.

e. PROVIDES status reports to the Vice President, Crystal River Nuclear Plant.

f. DIRECTS recovery completion and final investigations.

g. COORDINATES formal deactivation of the EOF once recovery is completed, or the normal organization has assumed responsibility for completing recovery and returning the unit to service.

EOF Director Responsibilities/Checklist (continued)

Check	Emergency Phase
____	1. Determine emergency status and EOF staffing level.
____	2. Notify Site Security to activate EOF pagers. IF pagers fail, THEN complete telephone notifications listed in step 3 as soon as possible AND direct the ERO members contacted to start telephone notifications assigned to their Checklist immediately upon arrival. VERIFY that Security has called the EOF Minimum Staff.
____	3. Perform telephone notifications (referring to the Off-Site Support Phone Directory): These notifications may be delegated. ___ Report Preparations Director ___ Facility Manager ___Technical Support Director (NOTE: Remind the TSD that the TS Coordinator and Radiation Controls Manager are part of minimum staff and need to be notified as soon as possible) ___ Assistant EOF Director ___ Communications Director ___ Vice President, Crystal River Nuclear Plant
____	4. Ensure minimum staffing and equipment are available per EOF Checklist (Enclosure 28).
____	5. Complete turnover from Emergency Coordinator (Enclosure 32).
____	6. Ensure EOF Staff is aware when EOF is declared operational (public address announcement completed).
____	7. Provide EOF Staff an initial briefing of emergency status, to include: - Description of emergency in progress/emergency classification - Status of PARs and time next State notifications are due - Summary of known facts NOTE: Direct notifications should NOT be turned over to the DEM Deputy State Coordinating Officer or designee until they have established local control and state they are ready to receive the notifications.
____	8. Confirm with Report Preparations Director that Florida Nuclear Plant Emergency Notification Form has been completed and State Warning Point has been notified via State Hot Ringdown (until DEM arrives at EOF and can be provided direct notifications), when applicable.
____	9. Ensure the following organizations are notified of protective action recommendations (see Enclosure 33 for PAR guidelines): ___ DEM ___ Citrus County ___ Levy County

EOF Director Responsibilities/Checklist (continued)

Check Emergency Phase (Continued)

_____ 10. Ensure personnel from the following organizations are briefed [cover information outlined in 4.1.2.15 upon arrival at the EOF:

___ DEM
___ DOH
___ Citrus County
___ Levy County
___ NRC
___ FEMA

_____ 11. Provide periodic status reports (briefing updates) to EOF Staff.

_____ 12. Evaluate long-term EOF staffing needs and arrange for shift changes, if necessary.

_____ 13. Determine if Citrus, Levy, &/ or State EOC Representatives are needed. Provide direction to State & Local Government Liaison for dispatching of EOC Representatives.

_____ 14. Update Vice President, Crystal River Nuclear Plant, if conditions warrant.

_____ 15. Evaluate need for EOF relocation, if conditions warrant (4.1.7).

_____ 16. Draft recovery plan (4.1.5.3 and Enclosure 29).

_____ 17. Consider PE Senior Officer input before terminating event.

_____ 18. Evaluate termination of emergency phase by completing the items in Enclosure 34, Termination Checklist. IF terminating or entering recovery phase the event, THEN coordinate the decision with the Deputy State Coordinating Officer, the NRC, and the Emergency Coordinator before completing the Florida Nuclear Plant Emergency Notification Form.

_____ 19. IF de-escalating the event, THEN coordinate the decision with the Deputy State Coordinating Officer, the NRC, and the Emergency Coordinator before completing the Florida Nuclear Plant Emergency Notification Form. In most situations, events are terminated rather than downgraded. However, there may be conditions where downgrading is appropriate. For downgrading the emergency classification level, if the current plant conditions have improved to satisfy a lower classification Emergency Action Level, THEN coordinate with the TSC Emergency Coordinator.

EOF Director Responsibilities/Checklist (continued)

Check	Recovery Phase
_____	1. Complete recovery plan.
_____	2. Determine staffing levels.
_____	3. Notify all off-site organizations that have been supplying support that the emergency has been terminated and recovery has begun.
_____	4. Ensure assessment of off-site emergency response capabilities are evaluated in preparation for a FEMA-initiated review (4.1.5.4).
_____	5. Ensure recovery plan/implementing procedures are approved by EOF Director.
_____	6. Ensure recovery plan/implementing procedures are approved by PNSC.

Check	Recovery Completion and Final Investigations
_____	1. Ensure final investigation has been completed.
_____	2. Provide status to Vice President, Crystal River Nuclear Plant.
_____	3. Ensure final investigation results have been approved by PNSC.
_____	4. Ensure final investigation results have been approved by the NRC.
_____	5. Deactivate emergency organizations when appropriate.
_____	6. Provide improvements identified by final investigation to the Emergency Preparedness Unit for factoring into Radiological Emergency Response Program.

Assistant EOF Director Responsibilities/Checklist

REPORTING STATUS: Required

FUNCTION: To assist the EOF Director in management of the EOF. This function will be filled by a qualified EOF Director that is not on-call.

RESPONSIBILITIES:

a. NOTIFIES the following positions that the EOF has been activated:
- State and Local Government Liaison
- Materials Manager
- EOF NRC Liaison

b. COORDINATES and SUPPORTS the following positions:
- State and Local Government Liaison
- NRC Liaison
- Materials Manager

c. NOTIFIES INPO whenever an ALERT, SITE AREA EMERGENCY, or GENERAL EMERGENCY is declared.

d. PROVIDES technical consultation and general assistance to the EOF Director.

e. ENSURES the EOF Director's Checklist is completed and assists EOF Director as directed.

Assistant EOF Director Responsibilities/Checklist (continued)

Check

_____ 1. Perform telephone notifications (referring to the Emergency Response Personnel Roster and Phone Directory): These notifications may be delegated.

___ State and Local Government Liaison
___ Materials Manager
___ NRC Liaison

_____ 2. Check in with EOF Director upon arrival and ensure name is posted on staffing board.

_____ 3. Call INPO (refer to the Off-Site Support Phone Directory).

_____ 4. Ensure work area is set up and functional.

_____ 5. Review EOF Director's Checklist for items that need completion.

_____ 6. Assist the EOF Director as directed.

Report Preparations Director Responsibilities/Checklist

REPORTING STATUS: Required within 60 minutes of SITE AREA EMERGENCY or GENERAL EMERGENCY for EOF operation.

FUNCTION: To assist the EOF Director in management of the EOF.

RESPONSIBILITIES:

a. NOTIFIES the following positions that the EOF has been activated:

- State and County EOC Communicator
- Communicator

b. COORDINATES and SUPPORTS the following positions:

- State and Local Government Liaison
- Communicator

c. ENSURES the Florida Nuclear Plant Emergency Notification Form is completed after the EOF has accepted this responsibility from the Emergency Coordinator and ensures notifications are completed.

Report Preparations Director Responsibilities/Checklist (continued)

Check

_____ 1. Perform telephone notifications (referring to the Emergency Response Personnel Roster and Phone Directory): These notifications may be delegated.
___ State and County EOC Communicator
___ Communicator

_____ 2. Check in with EOF Director upon arrival and ensure name is posted on staffing board.

_____ 3. Ensure work area is set up and functional.

_____ 4. Obtain status of last State notification.

NOTE: The State and County EOC Communicator is available to make notifications on the State Hot Ringdown, when needed.

NOTE: The EOF Director should initial all Florida Nuclear Plant Emergency Notification Forms, but this can be temporarily delegated if the EOF Director is NOT available. The designee must ensure the EOF Director is updated upon return.

_____ 5. Ensure Florida Nuclear Plant Emergency Notification Form is completed and State Warning Point is notified from EOF via State Hot Ringdown, until DEM arrives (4.1.2.11)

NOTE: Direct notifications should NOT be turned over to the DEM Deputy State Coordinating Officer or designee until they have established local control and state they are ready to receive the notifications.

_____ 6. Provide State notifications per direction of EOF Director to DEM directly (in person upon arrival). This will also include ensuring the Deputy State Coordinating Officer's, or designee's, name is on the Florida Nuclear Plant Emergency Notification Form to document receipt of message after the Deputy State Coordinating Officer has accepted direct communication for the State notifications and PARs.

Facility Manager Responsibilities/Checklist

REPORTING STATUS: Required

FUNCTION: To assure that the EOF is set up and to coordinate facility/equipment repairs as needed.

RESPONSIBILITIES:

a. NOTIFIES the following positions that the EOF has been activated:

- Administrative Manager
- Security Coordinator
- Status Board Coordinator/EOF Setup (all)

b. COORDINATES and SUPPORTS the following positions:

- Administrative Manager
- Security Coordinator
- Status Board Coordinator/EOF Setup

c. DIRECTS the physical setup of the EOF based on priorities established in EM-401, upon notification that the facility will be activated.

d. DIRECTS the EOF set-up personnel to perform status board activities once the EOF is operational.

e. ENSURES provision of facility support, coordinates facility/equipment repairs, and arranges janitorial services, as needed. This includes ensuring Telecommunications and computer support personnel are contacted, as needed.

f. ENSURES public address system volumes throughout the EOF and the Public Information Work Area are set at a proper volume.

g. ENSURES all equipment set up (e.g., computers, FAX machines, copiers, telephones, microphones, video cameras, etc.) is functionally tested.

h. ENSURES all EOF clocks are synchronized with the TSC and Control Room.

i. ENSURES the EOF Auto Phone Attendant (voice mail) is deactivated.

j. ENSURES all equipment and work areas are disassembled and secured upon termination of an emergency or recovery.

k. ASSISTS the Administrative Manager with food, housing, and clothing arrangements, as needed.

l. ENSURES restroom facilities for media representatives are provided.

Facility Manager Responsibilities/Checklist (continued)

Check

_____ 1. Perform telephone notifications (referring to the Emergency Response Personnel Roster and Phone Directory):

___ Administrative Manager
___ Security Coordinator
___ Status Board Coordinator/EOF Setup (all)

NOTE: The EOF Security Card Reader System for the Front Entrance is activated from 1630 to 0630 hours. All other doors remained locked all of the time.

_____ 2. Ensure the EOF Security Card Reader System is deactivated, if needed. The key-lock to deactivate the system is located on the west wall by the Document Control hallway entrance.

_____ 3. Check in with EOF Director upon arrival and ensure name is posted on staffing board.

_____ 4. Ensure EOF/ENC setup follows priorities in EM-401, Section 4.1.1.

_____ 5. Ensure EOF setup is complete per EM-401.

_____ 6. Ensure individuals are assigned as Status Board Coordinator (to update status information on the laptop computer and operate the Spectrum Data Display System) and as assistant (to gather information).

_____ 7. Ensure public address speaker volumes are turned off in the ENC (Room 150). Refer to EM-401, Enclosure 8 (ENC Layout), Instructions 6 and 7.

_____ 8. Ensure the EOF/ENC signs (EOF = 1, ENC = 2) are hung on the existing posts by the front sidewalk. The signs are stored in Room 150 in the EP Storage Room.

_____ 9. Ensure all equipment is functionally tested:

___ Telephones
___ Computers
___ FAX Machines
___ Copy Machines
___ Microphones
___ ENC Video System/TVs
___ Clocks synchronized (with TSC and Control Room)

_____ 10. Contact IT (Telecommunications) for support (refer to Off-Site Support Phone Directory).

Facility Manager Responsibilities/Checklist (continued)

Check

_____ 11. Ensure EOF Auto Phone Attendant (voice mail) is turned off. (Refer to EM-401, Enclosure 12.)

_____ 12. Contact Nuclear Information Technology Services Unit for support (Refer to Off-Site Support Phone Directory).

_____ 13. Establish restroom facilities for media [EM-401, 4.1.1(l)].

_____ 14. Ensure emergency diesel generator is available (4.2.5).

_____ 15. Arrange for additional work space, if needed.

_____ 16. Arrange for janitorial services, if needed.

Deactivation

_____ 17. Ensure EOF Auto Phone Attendant is turned back on upon deactivation of EOF. (Refer to EM-401, Enclosure 12.)

_____ 18. Ensure EOF is restored and secured upon deactivation.

_____ 19. Ensure the EOF Security Card Reader System is activated.

_____ 20. Ensure the EOF/ENC signs are removed from the outside posts and returned to the EP Storage Room.

Technical Support Director Responsibilities/Checklist

REPORTING STATUS: Required

FUNCTION: To provide direction and control to EOF functions associated with accident mitigation and assessment.

RESPONSIBILITIES:

a. NOTIFIES the following positions that the EOF has been activated and provides coordination and support:

- Radiation Controls Manager
- Technical Support Coordinator

b. PROVIDES assistance to the EOF Director in developing PARs based on plant conditions and radiological conditions.

EOF Technical Support Director Responsibilities/Checklist (continued)

Check

_____ 1. Perform telephone notifications (referring to the Emergency Response Personnel Roster and Phone Directory):

___ Radiation Controls Manager
___ Technical Support Coordinator

_____ 2. Check in with EOF Director upon arrival and ensure name is posted on staffing board.

_____ 3. Ensure work area is set up and functional.

_____ 4. Ensure equipment listed in EOF Checklist (Enclosure 28) is available and operational.

_____ 5. Provide EOF Director with status of EOF Dose Assessment Team and EOF Technical Support Team (manned and ready to assume responsibilities).

_____ 6. Obtain plant status and any PARs based on plant conditions from the EOF Technical Support Coordinator.

_____ 7. Obtain dose assessment status and any PARs based on off-site dose projections from the Radiation Controls Manager.

_____ 8. Provide EOF Director assessment of plant conditions/radiological conditions and assist with PAR determinations.

_____ 9. Provide PAR to the Report Preparations Director for Item 12 on the Florida Nuclear Plant Emergency Notification Form.

Radiation Controls Manager Responsibilities/Checklist
[NOCS 9817, 13210]

REPORTING STATUS: Staff at ALERT, but required within 60 minutes of SITE AREA EMERGENCY or GENERAL EMERGENCY for EOF operation.

FUNCTION:
- To evaluate dose assessment results and provide PARs to the EOF Technical Support Director and/or EOF Director.
- To represent PE in matters pertaining to the potential off-site effects of a radiological accident.

RESPONSIBILITIES:

a. NOTIFIES the following positions at an ALERT to staff the EOF and provides coordination and support:

- EOF Dose Assessment Team Members (3)
- PE Field Team Liaison

b. ASSIGNS Dose Assessment Team members as EOF Team Leader, RADDOSE Computer Operator, and REDAS Terminal Operator.

c. PROVIDES guidance to EOF Dose Assessment personnel performing dose calculations.

d. INTERFACES with the Technical Support Team to assure that EOF and DOH Dose Assessment personnel are provided information necessary for generating off-site dose projections.

e. ENSURES the results of PE and DOH dose assessment and field monitoring activities are compared.

f. PROVIDES off-site dose projection summaries to the Technical Support Director.

g. PROVIDES PARs (on the basis of dose assessment projections) to the Technical Support Director.

h. PROVIDES information to complete Items 9 thru 11 of the Florida Nuclear Plant Emergency Notification Form and radiological dose assessment data on the Supplemental Data Sheet.

i. PROVIDES information (for PE briefings, ENC briefings, etc.) concerning the radiological condition within the Crystal River Energy Complex.

j. DIRECTS activities of the PE Field Team Liaison.

k. DESIGNATES a Dose Assessment Team member to assist or perform the duties of the PE Field Team Liaison if necessary.

l. ENSURES the EOF Director is informed when the EOF Dose Assessment Team assumes responsibility for dose projections.

m. ENSURES radiological monitoring is set up at the EOF, if needed.

n. PROVIDES comparison of RADDOSE IV and DOH dose projection models with PE and DOH field survey results. (Refer to EM-219)

Radiation Controls Manager Responsibilities/Checklist (continued)

Check

_____ 1. Perform telephone notifications (referring to the Emergency Response Personnel Roster and Phone Directory):

___ EOF Dose Assessment Team Members (notify 3 team members)
___ PE Field Team Liaison

_____ 2. Check in with EOF Director upon arrival and ensure name is posted on staffing board.

_____ 3. Ensure work area is set up and functional.

_____ 4. Assign Dose Assessment Team members:

___ EOF Team Leader
___ RADDOSE Computer Operator
___ REDAS Terminal Operator

_____ 5. Consider calling in an additional Radiation Controls Manager to assist, if needed.

_____ 6. Brief Dose Assessment Team members.

NOTE: Consideration should be given to getting radiological monitoring equipment/instruments sent to the EOF prior to a possible radioactive release.

_____ 7. Contact the TSC Radiation Controls Coordinator to request radiation monitoring assistance (Health Physics Technicians) and radiological monitoring equipment/instruments, if determined to be needed based on possibly of a release.

_____ 8. Inform EOF Technical Support Director when EOF Dose Assessment Team assumes responsibility for dose projections. (Provide update directly to EOF Director if EOF Technical Support Director has not arrived.)

_____ 9. Ensure Release Significance Category (on window and electronic status board) is correct and updated.

_____ 10. Provide PARs to Technical Support Director.

_____ 11. Brief PE Field Team Liaison upon arrival.

_____ 12. Brief DOH Dose Assessment personnel upon arrival.

_____ 13. Ensure PE and DOH dose projection results are compared.

_____ 14. Ensure PE and DOH field monitoring results are compared.

_____ 15. Ensure PE and DOH field survey results are compared to RADDOSE IV and DOH dose projections results.

Radiation Controls Manager Responsibilities/Checklist (continued)

Check

____ 16. Provide Technical Support Director with status report.

____ 17. Complete the radiological/meteorological data on the Florida Nuclear Plant Emergency Notification Form (Enclosure 31), when needed.

____ 18. Obtain weather forecast, if needed.

NOTE: ENC Technical Spokespersons should be available to attend ENC briefings in your behalf.

____ 19. Participate in ENC briefings, if time permits, and provide information concerning the radiological condition within the Crystal River Energy Complex.

____ 20. Ensure current Release Significance Category information is provided to the Status Board Coordinator in the Main Conference Room.

NOTE: EOF radiological monitoring is NOT normally required unless the EOF is affected by plume travel. If EOF monitoring is expected to be needed, contact the Dose Assessment Coordinator in the TSC for Health Physics support and monitoring equipment (e.g., area TLD, frisker, ion chamber, and air sampler).

____ 21. Ensure radiological monitoring and area TLD is set up at EOF, if it has been determined to be needed.

Dose Assessment Team Member Responsibilities/Checklist
[NOCS 1870, 10519, 10543]

REPORTING STATUS: Required; will normally staff at an ALERT.

FUNCTION: To generate off-site dose projections and provide the Radiation Controls Manager with this information.

RESPONSIBILITIES:

EOF Dose Assessment Team Leader

a. ENSURES equipment is operational and the Dose Assessment Room is prepared for use.

b. COMMUNICATES with the TSC Dose Assessment Team Leader to determine the parameters/source term to use for dose assessment.

c. REQUESTS/REVIEWS dose projection printouts from TSC.

d. COORDINATES EOF Dose Assessment Team activities and ENSURES the Radiation Controls Manager and TSC Dose Assessment Team Leader are aware when the EOF Dose Assessment Team has taken responsibility for dose projections.

e. COMPARES dose projection results with the TSC, State, and NRC results.

f. INTERFACES with the PE Field Team Liaison to coordinate PE and State Field Team monitoring locations, and for comparison of field data.

g. PROVIDES dose projection and field monitoring results to the Radiation Controls Manager and ensures Dose Assessment Status Board is updated.

RADDOSE Computer Operator

a. ASSISTS in the setup of the Dose Assessment Work Area.

b. OPERATES the dose assessment (RADDOSE) computer to generate off-site dose projections.

c. PROVIDES dose projection results to the EOF Dose Assessment Team Leader.

REDAS Terminal Operator

a. ASSISTS in the setup of the Dose Assessment Work Area.

b. GENERATES meteorological and radiation monitoring data, and PROVIDES it to the RADDOSE Computer Operator.

c. COMPARES data with that provided in the TSC/OSC and the Control Room.

Dose Assessment Team Member Responsibilities/Checklist (continued

EOF DOSE ASSESSMENT TEAM LEADER CHECKLIST

Check

_____ 1. Ensure work area is set up and functional.

_____ 2. Establish communications with TSC Dose Assessment Team.

_____ 3. Review TSC dose projections.

_____ 4. Notify Radiation Controls Manager and TSC Dose Assessment Team Leader that EOF Dose Assessment Team has taken responsibility for dose projections.

_____ 5. Compare dose projection results with TSC, DOH, and NRC results.

_____ 6. Establish interface with PE Field Team Liaison.

_____ 7. Ensure dose assessment status board is updated, as needed.

_____ 8. Provide Radiation Controls Manager with dose projection and field monitoring results.

RADDOSE COMPUTER OPERATOR CHECKLIST

_____ 1. Ensure work area is set up and functional.

_____ 2. Ensure RADDOSE computer is operational.

_____ 3. Provide dose projections to EOF Dose Assessment Team Leader.

REDAS TERMINAL OPERATOR CHECKLIST

_____ 1. Ensure work area is set up and functional.

_____ 2. Ensure REDAS computer is operational.

_____ 3. Provide meteorological/radiation monitoring data to RADDOSE Computer Operator.

_____ 4. Compare data with TSC and Control Room data.

Administrative Manager Responsibilities/Checklist

REPORTING STATUS: Required

FUNCTION: To direct the Administrative Staff in support of EOF activities.

RESPONSIBILITIES:

a. ENSURES the support positions listed in the Administrative Manager's Emergency Instructions are filled with available personnel.

b. COORDINATES and SUPPORTS the EOF Accountability.

c. NOTIFIES, COORDINATES, and SUPPORTS the following PE support functions:

- Claims
- Human Resources (PE Employee Information)
- Finance/Accounting
- Supplemental Labor Resources
- Legal
- Risk Management
- Transportation

d. ENSURES emergency food, clothing, and housing are provided to EOF personnel and emergency assistance teams as directed by the EOF Director.

e. ARRANGES supplemental working space for EOF personnel and emergency assistance teams, if required, through coordination with the EOF Facility Manager.

f. CONTACTS Site Security in the TSC and finds out if an injured employee's family has been notified of his/her medical status, when applicable. Provides this information to the EOF Director.

g. ASSISTS in the setup of the Administrative Manager Work Area.

Administrative Manager Responsibilities/Checklist (continued)

Check

_____ 1. Ensure available personnel are called to fill the positions listed in the EOF Administrative Manager's Emergency Instructions.

_____ 2. Ensure work area is set up and functional.

_____ 3. Notify the following support functions (the Off-Site Support Phone Directory):

___ Claims
___ Human Resources (PE Employee Information)
___ Finance/Accounting
___ Supplemental Labor Resources
___ Legal
___ Risk Management
___ Transportation

_____ 4. Ensure administrative support is available, as follows:

___ Accountability
___ EOF Secretary
___ Document Control / Duplicating
___ Telecopy (FAX)
___ Dose Assessment
___ Food / Beverages
___ Switchboard
___ Other Support as needed

_____ 5. Ensure office supplies are available as needed.

_____ 6. Ensure supplemental working space is arranged, if needed. (Coordinate with Facility Manager.)

_____ 7. Contact the Site Security representative in the TSC to verify if injured employee's family has been notified, if applicable.

_____ 8. Provide EOF Director with injured employee's status, if applicable.

Materials Manager Responsibilities/Checklist

REPORTING STATUS: Required

FUNCTION: To provide near-site management of the purchase, receipt, and control of the equipment, services, materials, and supplies needed for emergency and recovery efforts.

NOTE: The Materials Manager fulfills his emergency function from the EOF. They should use members of their normal organization, as necessary, to accomplish his responsibilities. The staff will operate from the normal on-site offices and adjoining storeroom facilities. If this is NOT permitted by the emergency situation, an Alternate Emergency Storeroom located in Wildwood, Florida will be used.

RESPONSIBILITIES:

a. ARRANGES supplemental manpower, facilities, and supplies (from contractors) for site purchasing tasks and management of purchasing for plant requirements throughout the emergency.

b. ARRANGES provision for security of equipment, supplies, and facilities through coordination with the Security Coordinator.

c. ENSURES maintenance of records on the issue of equipment and supplies or contracted services.

d. SUPERVISES efforts to meet extraordinary requirements for stock (inventory) or materials, and MANAGES the prompt replenishment of stock throughout the emergency.

e. ENSURES procurement of facilities and equipment to handle receipt, storage, and issue of extraordinary quantities of material that may be required throughout the emergency.

f. ENSURES provision of receipt inspections of safety-related materials and RESOLUTION of Quality problems with assistance from Engineering and Material Acquisition.

g. ASSISTS in the setup of the Materials Manager Work Area.

Materials Manager Responsibilities/Checklist (continued)

Check

_____ 1. Ensure area is set up and functional.

_____ 2. Establish contact with the Procurement representative in the OSC.

_____ 3. Contact off-site vendors, as needed (e.g., hydrogen recombiner).

_____ 4. Contact Security Coordinator for security of equipment, supplies, and facilities, as needed.

_____ 5. Ensure alternate emergency storeroom in Wildwood, Florida is prepared, if conditions warrant.

_____ 6. Coordinate procurement of material needed for recovery as outlined in the recovery plan (per direction from EOF Director).

Technical Support Coordinator Responsibilities

REPORTING STATUS: Required within 60 minutes of SITE AREA EMERGENCY or GENERAL EMERGENCY for EOF operation.

FUNCTION: To coordinate EOF Technical Support activities and to provide support primarily to the EOF Technical Support Director in the area of plant conditions as they relate to PARs.

RESPONSIBILITIES:

a. KEEPS the Technical Support Director informed of Technical Support Team activities and developments in plant status, especially those that may impact EALs and PARs.

b. NOTIFIES the following positions that the EOF has been activated and PROVIDES coordination and support:

- Technical Support Operations Representative
- Technical Support Engineer

c. ENSURES communication is established with the TSC on the TSC/EOF Ringdown until dedicated Communicator arrives.

d. ASSISTS in the setup of the Technical Support Work Area.

e. PERFORMS "plant conditions" portion of the EOF briefings using the briefing guidelines provided in EM-402.

f. Monitors the Accident Assessment Ringdown (communication between the Control Room and TSC Accident Assessment Team).

g. PROVIDES support to the TSC Accident Assessment Team in determining the causes and consequences of the emergency.

h. ENSURES interface is established with the EOF Dose Assessment Team using EM-402 as guidance.

i. REFERS to EM-402 enclosures for additional accident assessment guidance and information.

j. NOTIFIES Simulator personnel for support, when necessary (e.g., for testing mitigation strategies).

k. MONITORS Critical Safety Functions and provides status to Technical Support Director and EOF personnel during briefings, as needed.

l. ASSISTS with completion of the "Plant Conditions Information" section of the Supplemental Data Sheet of the Florida Nuclear Plant Emergency Notification Form.

Technical Support Operations Representative Responsibilities

REPORTING STATUS: Required

FUNCTION:
- To provide operational support to the EOF Technical Support Team.
- To operate SPDS located in the EOF.

RESPONSIBILITIES:

a. VERIFIES that the SPDS computer is properly set up and operational.

b. OPERATES the SPDS computer.

c. MONITORS plant parameters and PROVIDES status updates to the Technical Support Coordinator.

d. MONITORS communications between the Control Room and the TSC Accident Assessment Team via speaker in the EOF Technical Support Room.

e. ASSISTS in the setup of the EOF Technical Support Work Area.

Technical Support Engineer Responsibilities

REPORTING STATUS: Required

FUNCTION: To provide Engineering support to the EOF Technical Support Team.

RESPONSIBILITIES:

a. ASSESSES plant conditions and PROVIDES Engineering support for developing accident mitigation strategies as needed.

b. PROVIDES Engineering support to the TSC Accident Assessment Team.

c. NOTIFIES additional Engineering resources when necessary.

d. ASSISTS in the setup of the EOF Technical Support Team Work Area.

Status Board Coordinator/EOF Setup Responsibilities/Checklist

REPORTING STATUS: Required

FUNCTION: - To accomplish physical setup of the EOF.

- To update EOF status boards as required.

RESPONSIBILITIES:

a. PERFORMS physical setup of the EOF based on priorities and instructions provided in EM-401.

b. PERFORMS functional test of all equipment set up (e.g., computers, FAX machines, copiers, telephones, microphones, video cameras, etc.).

c. UPDATES the plant status information on the laptop computer and OPERATES the Overhead Display System in the EOF Main Conference Room (performed by individual assigned as Status Board Coordinator).

d. UPDATES EOF Main Conference Room Status Boards manually if electronic system is NOT available.

Status Board Coordinator/EOF Setup Responsibilities/Checklist (continued)

Check

_____ 1. Ensure setup instructions are available (EM-401).

_____ 2. Establish room set-up priorities (EM-401, Section 4.1.1).

_____ 3. Ensure all equipment is functionally tested:

___ Telephones
___ Computers
___ FAX Machines
___ Copy Machines
___ Microphones
___ ENC Video System/TVs

_____ 4. Confirm EOF setup is complete.

_____ 5. Confirm ENC setup is complete (including Room 106).

_____ 6. Ensure an individual is assigned as Status Board Coordinator (assigned to Room 122 data display updates).

_____ 7. Ensure an individual is assigned to gather data and support the Status Board Coordinator.

_____ 8. Ensure electronic Overhead Displays are functional.

_____ 9. If Overhead Display System is NOT functional, arrange to manually update boards.

_____ 10. Ensure laptop computer is functional, including print capability and access to Network.

_____ 11. Access the "Status Board" file (in PowerPoint) stored on the laptop computer's "C" drive and display on one of the Overhead Display screens; updating as required.

_____ 13. Obtain the required information to update the Emergency Status Display from the following contacts:

- EMERGENCY CLASSIFICATION:	Assistant EOF Director
- CRITICAL SAFETY FUNCTIONS:	Technical Support Director
- RELEASE SIGNIFICANCE CATEGORY:	Radiation Controls Manager
- METEOROLOGICAL CONDITIONS:	Radiation Controls Manager
- PLANT CONDITIONS/INJURIES:	Communicator

Communicator Responsibilities/Checklist

REPORTING STATUS: Required

FUNCTION: - To perform communication duties between the EOF and TSC.

- To assist with EOF setup, as time permits.

RESPONSIBILITIES:

a. ASSISTS with physical setup of the EOF, as time permits.

b. PERFORMS functional test of equipment set up in the Communicator's area (telephones, computer, etc.).

c. PERFORMS assigned EOF Communicator duties, to include:

1. ESTABLISHES communications with TSC via TSC/EOF Ringdown or alternate. The types of information communicated should include, but NOT be limited to, the following:

   - Overall plant status (major equipment out-of-service, repair activities).

   - Protective actions status (Protected Area evacuation status, Units 1/2 and Units 4/5 operating/evacuation status, and Energy Complex evacuation status).

   - Injured personnel status.

2. MAINTAIN log of information communicated (as listed in Item 1).

3. ENSURES information received from the TSC is communicated to the Technical Support Coordinator, Technical Support Team member, or appropriate EOF Staff member on a timely basis.

4. ACCESSES the TSC Computer Log on the Network for current TSC and plant status.

5. Provides information for Items 4 thru 8 on the Florida Nuclear Plant Emergency Notification Form, when requested.

Communicator Responsibilities/Checklist
(continued)

Check

_____ 1. Ensure work area is set up and functional.

_____ 2. Complete functional test of TSC/EOF Ringdown System.

NOTE: This position should NOT request Engineering information from the TSC Communicator. This information should come directly from the TSC Accident Assessment Team.

_____ 3. Establish communication with TSC on TSC/EOF Ringdown. If communication link is already established by Technical Support Team personnel, then receive turnover and assume communication role.

_____ 4. Maintain log of information received and transmitted.

_____ 5. Complete functional test of computer used to access TSC Computer Log.

_____ 6. TSC Computer Log accessed and available. (Refer to Enclosure 30)

_____ 7. Provide Technical Support Coordinator or Technical Support Team member with initial plant status report.

_____ 8. Ensure information received from TSC includes, but is NOT limited to, the following:

___ Equipment Out-of-Service
___ Repair Activities
___ Protected Area Status (personnel assembled or evacuated?)
___ Units 1/2 and Units 4/5 Status (personnel assembled or evacuated?)
___ Protective Action Recommendations
___ Injured Personnel Status

_____ 9. Provide Technical Support Coordinator or Technical Support Team members with information from TSC on timely basis.

_____ 10. Provide information for Items 4 thru 8 on the Florida Nuclear Plant Emergency Notification Form when requested by the Report Preparations Director.

PE Field Team Liaison Responsibilities/Checklist

REPORTING STATUS: Required

FUNCTION:
- To provide communication/coordination with the PE Off-Site Radiological Monitoring Team(s)
- To provide radiological monitoring at the EOF, if the situation warrants.

RESPONSIBILITIES:

a. COMMUNICATES/COORDINATES with the PE Off-Site Radiation Monitoring Team(s) either directly or through the TSC Environmental Survey Team Dispatcher.

b. ESTABLISHES contact with the DOH Field Team Coordinator, upon arrival.

c. COMPARES PE Environmental Survey Team data with DOH Field Team data.

d. VERIFIES that the Radiation Controls Manager has requested Health Physics support and radiological monitoring equipment from the TSC, if conditions warrant or are expected.

e. ASSISTS with monitoring of radiological conditions in the EOF, if needed. This will be directed by the Radiation Controls Manager.

f. UPDATES the Dose Assessment Status Board as needed.

PE Field Team Liaison Responsibilities/Checklist (continued)

Check

_____ 1. Notify Radiation Controls Manager of arrival.

_____ 2. Establish contact with PE Off-Site Radiation Monitoring Team or TSC Environmental Survey Team Dispatcher.

_____ 3. Reference EM-210B for Off-Site Radiation Monitoring Team coordination and control.

_____ 4. Reference EM-219 for dose calculations to convert iodine concentration to Thyroid Dose (CDE).

_____ 5. Update dose assessment status board, as needed.

_____ 6. Establish contact with DOH Field Team Coordinator, upon team's arrival.

_____ 7. Compare TSC Environmental Survey Team data with DOH Field Team data.

_____ 8. Verify that TSC Health Physics support and radiological monitoring equipment have been requested by the Radiation Controls Manager, if conditions warrant or are expected.

_____ 9. Assist with EOF monitoring as directed by Radiation Controls Manager.

State and Local Government Liaison Responsibilities/Checklist

REPORTING STATUS: Required

FUNCTION: To provide the State and local government representatives in the EOF a means of communicating with the PE emergency organization concerning coordination between PE and their emergency assistance teams.

RESPONSIBILITIES:

a. NOTIFIES the following positions that the EOF has been activated:

- State EOC Representative
- Citrus County EOC Representative
- Levy County EOC Representative

b. COORDINATES and SUPPORTS the following positions:

- State EOC Representative
- Citrus County EOC Representative
- Levy County EOC Representative

c. ACTS as liaison between PE and the assistance teams from State and county emergency organizations that come to the EOF.

d. DISPATCHES the Citrus County EOC, Levy County EOC, and State EOC Representative, if event warrants.

e. COMMUNICATES to the EOF Director concerning liaison status, including a report of any problems encountered and recommendations for resolution.

f. ASSISTS in the setup of the State and Local Government Liaison Work Area.

State and Local Government Liaison Responsibilities/Checklist (continued)

Check

_____ 1. Perform telephone notifications (referring to the Off-Site Support Phone Directory):

___ State EOC Representative
___ Citrus County EOC Representative
___ Levy County EOC Representative

_____ 2. Ensure work area is set up and functional.

_____ 3. Establish contact with the following agencies upon EOF arrival:

___ DEM
___ Citrus County
___ Levy County
___ DOH

_____ 4. Discuss the need to dispatch EOC representatives with the EOF Director or Assistant EOF Director

_____ 5. Dispatch Citrus County EOC Representative, if directed.

_____ 6. Dispatch Levy County EOC Representative, if directed.

_____ 7. Dispatch State EOC Representative, if directed.

_____ 8. Update the State and County EOC Communicator on the status of the PE representatives (e.g., If they have been dispatched, Estimated time of arrival, etc.).

_____ 9. Assist the State and County EOC Communicator in gathering information, as needed, for the PE representatives at the Citrus, Levy, and State EOCs.

_____ 10. Provide periodic updates to EOF Director on liaison status with County and State agencies that have arrived at the EOF.

_____ 11. Verify on a periodic basis that PARs on the EOF Status Board are correct.

State EOC Representative Responsibilities/Checklist

REPORTING STATUS: When requested by the State and Local Government Liaison.

FUNCTION:
- To represent PE in the State EOC in Tallahassee, Florida.
- To provide the expertise to interpret technically-oriented plant data and emergency information.

RESPONSIBILITIES:

a. STANDS-BY for dispatch to the State EOC by the EOF Director, upon notification that an ALERT, SITE AREA EMERGENCY, or GENERAL EMERGENCY classification has been declared.

b. PERFORMS interpretation and explanation of plant-related data that is transmitted to the State EOC through established emergency communication channels, upon arrival at the State EOC. The focus should be on Critical Safety Functions and release significance.

c. ESTABLISHES contact with the State and County EOC Communicator.

State EOC Representative Responsibilities/Checklist
(continued)

Check

_____ 1. Stand by for dispatch to State EOC by State and Local Government Liaison, upon notification of emergency classification.

_____ 2. Check in with the State Coordinating Officer at the State EOC, upon arrival.

_____ 3. Establish communication with EOF (State and County EOC Communicator) by dialing into the Conference Line (352/563-4544) or dialing phone in EOF (352/795-1354).

_____ 4. Verify data transmitted to State EOC from EOF and/or TSC.

_____ 5. Provide briefings/explanation of plant-related data with focus on Critical Safety Functions and release significance.

- CRITICAL SAFETY FUNCTIONS:
- Reactor shut down? Yes ☐ No ☐
- Core adequately cooled? Yes ☐ No ☐
- FISSION PRODUCT BARRIERS ASSESSMENT: (Refer to REP-12, Attach. 5, Part III, for Barrier details)

Fuel clad	☐ Intact	☐ Challenged	☐ Lost	☐ Regained
RCS	☐ Intact	☐ Challenged	☐ Lost	☐ Regained
Containment	☐ Intact	☐ Challenged	☐ Lost	☐ Regained

- EMERGENCY ELECTRICAL POWER STATUS:

Off-site power available?	Yes ☐	No ☐
ES buses energized?	Yes ☐	No ☐
Emergency Diesel Generators available?	Yes ☐	No ☐
DC power available?	Yes ☐	No ☐

- CONTROL COMPLEX STATUS:

Ventilation/cooling available?	Yes ☐	No ☐
Necessary instrumentation available?*	Yes ☐	No ☐

- OTHER CONDITIONS/CHALLENGES

_____

_____

_____

* Necessary refers to specific instruments and annunciators that are needed to identify, diagnose, and track the problems that are causing the emergency.

Citrus/Levy County EOC Representative Responsibilities/Checklist

REPORTING STATUS: When requested by the State and Local Government Liaison.

FUNCTION:
- To represent PE in the Citrus County EOC in Lecanto, Florida or the Levy County EOC in Bronson, Florida.
- To provide the expertise to interpret technically-oriented plant data and emergency information.

RESPONSIBILITIES:

a. STANDS-BY for dispatch to the Citrus or Levy County EOC by the EOF State and Local Government Liaison, upon notification that an ALERT, SITE AREA EMERGENCY, or GENERAL EMERGENCY classification has been declared.

b. PERFORMS interpretation and explanation of plant-related data that is transmitted to the EOC through established emergency communication channels, upon reporting to the Citrus or Levy County EOC. The focus should be on Critical Safety Functions and release significance.

Citrus/Levy County EOC Representative Responsibilities/Checklist (continued)

Check

_____ 1. Stand by for dispatch to Citrus or Levy County EOC by the State and Local Government Liaison, upon notification of emergency classification.

_____ 2. Check in with Citrus or Levy County EOC Manager, upon arrival.

_____ 3. Establish communication with EOF (State and County EOC Communicator) by dialing into the Conference Line (352/563-4544) or dialing phone in EOF (352/795-1354).

_____ 4. Verify data transmitted to EOC from EOF and/or TSC.

_____ 5. Provide briefings/explanation of plant-related data with focus on Critical Safety Functions and release significance.

- CRITICAL SAFETY FUNCTIONS:
- Reactor shut down? Yes ☐ No ☐
- Core adequately cooled? Yes ☐ No ☐

FISSION PRODUCT BARRIERS ASSESSMENT:

Fuel clad	☐ Intact	☐ Challenged	☐ Lost	☐ Regained
RCS	☐ Intact	☐ Challenged	☐ Lost	☐ Regained
Containment	☐ Intact	☐ Challenged	☐ Lost	☐ Regained

- EMERGENCY ELECTRICAL POWER STATUS:

Off-site power available?	Yes ☐	No ☐
ES buses energized?	Yes ☐	No ☐
Emergency Diesel Generators available?	Yes ☐	No ☐
DC power available?	Yes ☐	No ☐

- CONTROL COMPLEX STATUS:

Ventilation/cooling available?	Yes ☐	No ☐
Necessary instrumentation available?*	Yes ☐	No ☐

- OTHER CONDITIONS/CHALLENGES

_____

_____

_____

* Necessary refers to specific instruments and annunciators that are needed to identify, diagnose, and track the problems that are causing the emergency.

_____ 6. Monitor communications and PARs, and periodically call the State and County EOC Communicator to confirm information received at the EOC.

NRC Liaison Responsibilities/Checklist
[NOCS 7020]

REPORTING STATUS: Required

FUNCTION: To provide the NRC representatives in the EOF a means of communicating with the PE emergency organization concerning coordination between PE and their emergency response teams.

RESPONSIBILITIES:

a. FUNCTIONS as a liaison between the NRC Response Team and the EOF Director.

b. COMMUNICATES with the EOF Director concerning liaison status, including reports of any problems encountered and recommendations for resolution.

c. ENSURES the NRC Response Team receives a briefing upon arrival as outlined in Section 5.5.2.5(k).

d. ASSISTS in the setup of the NRC work areas.

NRC Liaison Responsibilities/Checklist
(continued)

Check

_____ 1. Ensure NRC work areas are set up and functional.

_____ 2. Establish contact with EOF Director or Assistant EOF Director.

_____ 3. Establish contact with NRC Response Team upon arrival.

_____ 4. Ensure the EOF Director provides a briefing to the NRC Response Team.

_____ 5. Provide periodic updates to the EOF Director on liaison status with the NRC Response Team.

Security Coordinator Responsibilities/Checklist

REPORTING STATUS: The Security Coordinator notifies the EOF Director once he has assumed his emergency role, but is NOT required to respond to the EOF. He must maintain the mobility necessary to fulfill his responsibilities for the Energy Complex and EOF.

FUNCTION:
- To control and direct the activities required to maintain physical security of PE personnel and property.
- To implement the evacuation of personnel from the Energy Complex.

RESPONSIBILITIES:

a. COORDINATES with the Emergency Coordinator, EOF Director, and Units 1/2 & 4/5 Senior Management to determine the security arrangements required for the Energy Complex.

b. DIRECTS the Security Force in the implementation of emergency security procedures, including evacuation of personnel, traffic and personnel movement, and access control at the Energy Complex.

c. COORDINATES control of access to the EOF and ENC. This includes performing breath analysis testing when required and completing Attachment 1, Unscheduled Work Call Outs of SEC-NGGC-2141, Part B.

d. COORDINATES the procurement of additional security personnel, if needed.

e. COORDINATES with Federal, State, and local law enforcement agencies and Corporate departments for the security of personnel and materials in transit to and from PE property.

f. COORDINATES with PE, the NRC, Federal, State, and local law enforcement agencies, and emergency management personnel in order to provide the security necessary to assure the ability to respond and react to an emergency without interference.

g. COORDINATES with the Materials Manager to provide security for materials and equipment.

Security Coordinator Responsibilities/Checklist
(continued)

Check

_____ 1. Establish contact with EOF Director.

_____ 2. Establish contact with the following, as needed:

___ TSC Security Coordinator
___ Units 1/2 Senior Management
___ Units 4/5 Senior Management
___ Crystal River Coal Plant Senior Management

_____ 3. Assign Security Officers to EOF and ENC per guidance provided in Enclosure 35, EOF Security Guidelines.

_____ 4. Perform breath analysis testing for responding PE personnel when required.

_____ 5. Complete Part B of Attachment 1, Unscheduled Work Call Outs of SEC-NGGC-2141, as necessary.

_____ 6. Arrange for additional security personnel, as needed (e.g., for shift changes, etc.).

_____ 7. Coordinate with Materials Manager to provide security for materials and equipment, as needed.

_____ 8. Coordinate with off-site agencies for security of personnel/materials in transit, as needed.

State and County EOC Communicator Responsibilities/Checklist

REPORTING STATUS: Required

FUNCTION:
- To provide a point of contact for the PE representatives at the Citrus, Levy, and State EOCs.
- To provide support to the Report Preparations Director with notifications to the SWPT.

RESPONSIBILITIES:

a. ACTS as liaison for the Citrus County EOC Representative, Levy County EOC Representative, and the State EOC Representative, providing current information as needed.

b. ACTS as Communicator on the State Hot Ringdown, when needed.

d. ASSISTS in the setup of the assigned EOF work area.

State and County EOC Communicator Responsibilities/Checklist

Check

_____ 1. Ensure work area is set up and functional.

_____ 2. Check in with the Report Preparations Director and State and Local Government Liaison upon arrival.

3. Establish contact with PE representatives at the EOCs. Call into the Conference Line (352/563-4544) and each EOC representative will call into the Conference Line upon arrival at their respective EOC; or contact each representative directly:

_____ Citrus County (352/527-2407)*

_____ Levy County (352/486-5428)*

_____ Tallahassee (850/921-0165)*

* These numbers are provided to call each representative directly.

_____ 4. Provide plant status and other current information, as requested, to the PE representatives at the County and State EOCs.

_____ 5. Perform communication duties on the State Hot Ringdown to the SWPT, as directed by the Report Preparations Director, using the completed Florida Nuclear Plant Emergency Notification Form (until the State DEM Response Team arrives and assumes net control).

EOF Checklist

The EOF must be declared operational within 60 minutes of the declaration of a SITE AREA EMERGENCY or GENERAL EMERGENCY. Minimum requirements to declare the EOF operational are:

Staff

- ☐ EOF Director
- ☐ Report Preparation Director
- ☐ Technical Support Coordinator
- ☐ Radiation Controls Manager

The following equipment or an acceptable alternate shall be operational or available:

	Alternates
☐ TSC/EOF Hot Ringdown Telephone . . . . (Room 124)	Microwave or commercial telephone contact with TSC/OSC.
☐ Dose Assessment Computer (Room 141). . .	Ability to obtain current dose assessment data from the TSC team.
☐ REDAS (Room 141)	Ability to obtain current meteorological, radiological, and plant data by alternate method (i.e., via telephone).
☐ SPDS (Room 124).	Ability to obtain current meteorological, radiological, and plant data by alternate method (i.e., via telephone).

NOTE: Normally, the EOF should assume the responsibility and authority for off-site notification and PARs when the EOF is declared operational. Conditions may exist that warrant delaying that transfer of responsibility from the TSC. In this case, the EOF can still be declared operational.

Short Term Recovery Plan Generic Outline
[NOCS 17010, 17140]

PHASE I - INCIDENT STABILITY

1. Verify Security System integrity.
2. Assess integrity of systems required for long-term cooling by system walkdown:
   - Decay Heat
   - Spent Fuel
   - Ventilation
3. Continue cooldown using an appropriate heat removal method.
4. Verify termination of release.

PHASE II - DATA GATHERING

1. Auxiliary Building Filter Changeout and Analysis
2. Plant and Off-Site Radiation Surveys and Dose Assessments
3. Primary System and Reactor Building Atmosphere Sampling
4. Debrief key personnel.
5. Equipment inspection/develop damage report:
   - Emergency Feedwater System (including electrical)
   - Makeup System (HPI Valve)
   - PORV and Block Valves
   - Fuel Handling Area
   - Diesel Generator
6. Community Reaction Survey
7. Develop detailed incident report.
8. Establish whole body counting capability for emergency workers.

Short Term Recovery Plan Generic Outline
(continued)

PHASE III - RESTORATION

Based on results of Phase II assessment:

1. Prepare procedures as required.
2. Begin repair efforts.
3. Establish team for system cleanup and waste disposal activities.
4. Establish community educational and public relations activities.
5. Establish Recovery Team organization and off-site support liaison.
6. Re-establish normal site operations.
7. Establish claim office.
8. Assure regulatory communication.
9. Establish technical assessment team (PE, Framatome Technologies, other Architect/Engineer, etc.).
10. Develop long-term organizational recovery responsibilities and plant status objectives.

NOTE: The completed recovery plan and implementing procedures shall be submitted to the PNSC for approval before implementation. (Refer to 4.1.5.5)

TSC Computer Log Access Instructions

Set up the computer as follows to make the log accessible on the Network:

1. Log on using your own OT# and password.
2. Open WORD.
3. Click on "Open" folder.
4. Open "Shared" folder on L:/CR3DATA.
5. Open "tsc_log" folder.
6. Open "TSC LOG.doc."
7. "File in Use" message will appear; Click on "Read Only."
8. You must periodically close the file and re-open to access updates of the TSC Log performed by the TSC.

Florida Nuclear Plant Emergency Notification Form

1. THIS IS CRYSTAL RIVER UNIT 3. A. ☐ THIS IS A DRILL. B. ☐ THIS IS AN ACTUAL EVENT. I HAVE A MESSAGE.
ENSURE: ☐ STATE ☐ CITRUS ☐ LEVY ☐ RAD. CONTROL-ORLANDO (M-F ONLY) ARE ON LINE.

2. A. Time/Date contact made _____ B. Reported by: (Name/Title) _____
C. Message Number _____ D. Reported from: ☐ Control Room ☐ TSC ☐ EOF

3. SITE A. ☒ CRYSTAL RIVER UNIT 3 B. ☐ ST LUCIE UNIT 1 D. ☐ TURKEY POINT UNIT 3
C. ☐ ST LUCIE UNIT 2 E. ☐ TURKEY POINT UNIT 4

4. ACCIDENT CLASSIFICATION A. ☐ NOTIFICATION OF UNUSUAL EVENT C. ☐ SITE AREA EMERGENCY
B. ☐ ALERT D. ☐ GENERAL EMERGENCY

5. CURRENT EMERGENCY DECLARATION: TIME _____ DATE _____

6. REASON FOR EMERGENCY DECLARATION: _____

7. ADDITIONAL INFORMATION OR UPDATE: _____

8. INJURIES REQUIRING OFFSITE SUPPORT: A. ☐ No ☐ Yes ☐ Unk B. Contaminated: ☐ No ☐ Yes ☐ Unk

9. WEATHER DATA: A. Wind direction from _____ degrees.
B. Downwind Sectors affected (minimum of 3): _____, _____, _____

10. RELEASE STATUS: A. ☐ No Release (Go to Item 12) C. ☐ A Release occurred, but stopped
B. ☐ A Release is occurring

11. OFFSITE RELEASE SIGNIFICANCE CATEGORY (at the Site Boundary)
A. ☐ Information not available at this time.
B. ☐ Release within normal operating limits (Tech Specs/ODCM)
C. ☐ Non-Significant (Fraction of PAG Range, release is > normal limits and <PAG levels)
D. ☐ PAG Range (Protective Actions required)

12. UTILITY RECOMMENDED PROTECTIVE ACTIONS
A. ☐ NONE B. ☐ SHELTER ZONES/AREAS: _____
EVACUATE ZONES/AREAS: _____
OR C. ☐

MILES	NO ACTION	EVACUATE SECTORS	SHELTER SECTORS
0 – 2			
2 – 5			
5 – 10			

13. HAS EVENT BEEN TERMINATED?: A. ☐ NO B. ☐ YES: Time _____ Date _____

14. SUPPLEMENTAL FORM IS ATTACHED?: A. ☐ NO B. ☐ YES

15. MESSAGE RECEIVED BY: Name _____ Time _____ Date _____

THIS IS CRYSTAL RIVER UNIT 3. ☐ THIS IS A DRILL. ☐ THIS IS AN ACTUAL EVENT. END OF MESSAGE.

EC/EOF DIRECTOR INITIALS: _____

Supplemental Data Sheet

The following supplemental data is completed by the TSC or EOF for an Alert or higher emergency declaration.

Supplement to Message Number _____

PLANT CONDITIONS INFORMATION

CRITICAL SAFETY FUNCTIONS:

A. REACTOR SHUTDOWN? ☐ YES ☐ NO

B. CORE ADEQUATELY COOLED? ☐ YES ☐ NO

C. ADEQUATE EMERGENCY POWER AVAILABLE (DIESELS OR OFFSITE SOURCE) ☐ YES ☐ NO

FISSION PRODUCT BARRIER STATUS: (Refer to EM-225, Enclosure 8, Part III to complete this section and check one condition for each barrier)

BARRIER	✔	INTACT	✔	CHALLENGED	✔	LOST	✔	REGAINED
FUEL CLADDING		No indication of clad damage		Clad is intact but losing subcooling, water level, etc.		Clad has failed, indicated by high temps., high containment rad, etc.		Cooling restored, no further degradation expected
PRI. REACTOR COOLANT SYSTEM		Leakage is within normal charging or makeup pump capacity		Leakage is within safety injection capacity		Leakage exceeds safety injection capacity		Leakage reduced to within injection capacity (system repaired)
CONTAINMENT		No evidence of containment leakage or tube rupture release is only through condenser		No leakage but containment pressure is at or above safety system actuation points (30 PSIG)		Evidence of containment leakage (known release path or radiation surveys)		Repair efforts have isolated leak or containment pressure has reduced to stop leakage

COMPLETED BY:_____ **TIME:**_____ **DATE:**_____

RADIOLOGICAL DOSE ASSESSMENT DATA

1. RELEASE STATUS: A. ☐ No Release (no further data required) C. ☐ A Release occurred, but stopped

B. ☐ A Release is occurring

2. RELEASE RATE:

A. ☐ NOBLE GASES: _____ Curies per second ☐ Measured ☐ Default

B. ☐ IODINES: _____ Curies per second ☐ Measured ☐ Default

3. TYPE OF RELEASE:

A. ☐ AIRBORNE Time/Date Started:_____ B. ☐ LIQUID Time/Date Started:_____

Time /Date Stopped:_____ Time/Date Stopped:_____

4. PROJECTED OFFSITE DOSE RATE:

DISTANCE	THYROID DOSE RATE (CDE)	TOTAL DOSE RATE (TEDE)
1 Mile (Site Boundary)	A._____mrem/hr	B._____mrem/hr
2 Miles	C._____mrem/hr	D._____mrem/hr
5 Miles	E._____mrem/hr	F._____mrem/hr
10 Miles	G._____mrem/hr	H._____mrem/hr

5. WEATHER DATA (used for the above data):

A. Wind Direction from _____ degrees.

B. Wind Speed _____ MPH (2.24 X meters/sec.)

C. Stability Class_____ (Sigma Theta or Wind Range; See page 6 of 7)

COMPLETED BY: _____ **TIME:**_____ **DATE:**_____

State of Florida Notification Protocol

GENERAL NOTIFICATION PROTOCOLS

When communicating information to State and Counties, enunciate properly, read off the information by line number, transmit numbers digit by digit, avoid sound alike action statements, spell difficult words, as appropriate, use three word phrases for descriptions / narratives, and do NOT use technical jargon.

If the emergency is terminated or reclassified before all contacts are made, or if the emergency is the result of an Emergency Action Level(s) indicating a higher classification that after a brief period is downgraded to a lower classification, perform the following:

- STATE the current emergency classification; and then
- STATE the highest classification status and when it was achieved; and then
- STATE the period of time that the higher classification existed and the mitigating conditions that caused the emergency classification to be downgraded.

In long-lasting events caused by natural phenomena, regular update notifications to the State and Counties can be suspended or the frequency reduced (4 hours, shiftly, etc.) if both the following criteria are met:

- State and Counties agree to the suspension or reduction in frequency.
- There is NO significant change in plant status.

If during a notification, a change in classification occurs, perform the following as appropriate. REFER TO initial notification protocols for when a classification is briefly met.
If a higher classification is met:

- SUSPEND notification of the lower classification
- INFORM off-site agencies to stand-by for classification upgrade
- TRANSMIT the higher classification verbally and FAX the lower classification form to the agencies

If a lower classification is met:

- COMPLETE the current communication in progress
- INFORM off-site agencies to stand-by for classification downgrade

COMPLETE the Supplemental Form when the TSC or EOF is operational. READ the Supplemental Form as part of the emergency notification and FAX after the notification is complete.

After the EOF Director or designee approves the FLORIDA NUCLEAR PLANT EMERGENCY NOTIFICATION FORM, any information added to or any changes to existing information requires re-approval before transmittal off-site.

To correct an error on the form, draw a single line through the error, enter the correct information, and initial and date.

Completion time of the last notification transmittal is the start time of the 60-minute clock for update notifications.

INITIAL NOTIFICATION

Within 15 minutes of declaration of emergency classification, any change in emergency classification, or any change to Protective Action Recommendations, NOTIFY State Warning Point Tallahassee. This also notifies Citrus and Levy counties and the Department of Health, Bureau of Radiation Control (DHBRC)-Orlando. Ensure offsite agencies are on-line by checking each box as station roll call is completed. If offsite agencies do NOT respond to roll call, separate notifications using Commercial telephones to Citrus (746-2555) and Levy County (1-352-486-5212 or 1-352-486-5111 after hours) are required. SWPT will contact DHBRC. If information is NOT available, do NOT delay notification to State Warning Point Tallahassee. Item 2.A of the form is the official time for the 15 minute notification time limit and update notifications and is considered completed when SWPT answers the telephone, NOT when roll call or the message is completed.

Using one of the following communications networks listed by priority:

- STATE Hot Ringdown (SHRD) - Station 120 or 121
- Commercial Telephone System - 1-850-413-9911 or 1-800-320-0519 or 1-850-413-9900
- Florida Emergency Satellite Communication System - (ESATCOM)
- Local Government Radio (LGR) via Citrus County
- Portable Satellite Phone (Located in TSC cabinet)

When making the initial notification of an emergency condition to SWPT, report the current emergency classification declared at the time the notification is made. If before initial notification or since the previous notification conditions were briefly met for a higher classification, explain in Additional Information or Update section using guidance from item 7 on page 5 of this enclosure.

Once communications is established with the SWPT Duty Officer and the station roll call is complete, READ the message in its entirety, REPEAT information and answer questions as requested.

State of Florida Notification Protocol (Continued)

INITIAL NOTIFICATION (Continued)

After the notification is completed, FAX the FLORIDA NUCLEAR PLANT EMERGENCY NOTIFICATION FORM by using Group 1 from the EOF Fax machine. Group 1 consists of SWPT, Citrus County EOC, Levy County EOC, Department of Health, Bureau of Radiation Control (DHBRC)-Orlando, and Florida Power Emergency Response Facilities.

UPDATE NOTIFICATION

- Update SWPT every sixty minutes after initial notification and upgrades of emergency classification.
- The use of the FLORIDA NUCLEAR PLANT EMERGENCY NOTIFICATION FORM is required for:
  - Initial notification that an emergency condition exists (Item 4)
  - Any change in emergency classification (Item 4)
  - Any change in Protective Action Recommendations (Item 12)
  - Termination of an emergency classification (Item 13)
- Other updated information NOT meeting the above criteria does NOT require the use of the FLORIDA NUCLEAR PLANT EMERGENCY NOTIFICATION FORM.
- The sixty minute update notification is still required with a statement there is NO change from last update, unless the SWPT agrees to less frequent updates.
- If the update notification will be delayed because of current plant conditions and activities, inform the SWPT Duty Officer or the Deputy State Coordinating Officer at the EOF when the EOF is operational and has assumed State notification responsibilities.

Guidance for Completing the Florida Nuclear Plant Emergency Notification Form

NOTE: Shaded areas on the form are used by other Florida Nuclear Plants and are NOT completed for CR-3.

1. Check appropriate box based on a drill or actual event.

2. A. Enter the time (24 hour clock) and date (MM/DD/YY) contact is made with the State Warning Point or Risk County. This time must be within 15 minutes of the "Current Emergency Declaration" time (Item 5) or within 60 minutes of the previous update notification.

   B. Print the name and position title of person making the notification. Do NOT use acronyms.

   C. Enter message number (beginning with #1 and following through sequentially in the TSC and EOF).

   D. Check the location box from which the notification is made.

3. Check Crystal River Unit 3 if NOT already checked and report to off-site agencies during notification.

4. Check the classification corresponding to current plant conditions. Refer to item 7 guidance for when conditions briefly exist for a higher classification.

5. Enter the emergency declaration time (24 hour clock) and date (MM/DD/YY) for the current accident classification.

6. Enter 1) a short description of the current event in layman's terms to indicate the accident condition Emergency Action Level (paraphrased) or 2) the status of the Fission Product Barriers used to declare the event (e.g., Loss of Reactor Coolant System Barrier, Potential Loss of Fuel Clad Barrier, etc.) from the FPB Matrix. This information should remain the same throughout update messages unless there is a classification change. Do NOT use plant-specific acronyms or abbreviations.

7. Enter 1) additional significant events, including if conditions briefly existed for a higher emergency classification but NO longer exist, or 2) conditions that would have independently warranted declaration of an equal or lower classification (e.g., a fire within the Protected Area during a SITE AREA or GENERAL EMERGENCY). If, before the initial notification or since the previous notification, conditions were met (even briefly) for a higher classification, ensure that the classification and condition is noted in this item. Refer to Enclosure 2, Page 3 for additional instructions. Do NOT use plant-specific acronyms or abbreviations.

8. Item "A"; Check "YES" only if there are injuries or illnesses that require off-site support (EMS, hospital). Check "Unk" if the extent of the injuries is unknown at this time or if it is NOT yet known if offsite treatment is necessary. Check "Unk" in item "B" if the nature of the injuries has prevented thorough monitoring onsite or if there is any doubt whether contamination is present.

9. Enter the wind direction in degrees in Item "A" and the three downwind sectors in Item "B." The downwind sectors confirm wind direction because of potential confusion with degrees "from" versus degrees "to."

SECTORS AFFECTED

DEGREES	SECTORS	DEGREES	SECTORS	DEGREES	SECTORS
349-11 (349-371)	H J K	102-123 (462-483)	N P Q	214-236	B C D
12-33 (372-393)	J K L	124-146 (484-506)	P Q R	237-258	C D E
34-56 (394-416)	K L M	147-168 (507-528)	Q R A	259-281	D E F
57-78 (417-438)	L M N	169-191 (529-540)	R A B	282-303	E F G
79-101 (439-461)	M N P	192-213	A B C	304-326	F G H
				327-348	G H J

10. Check Item "A" if there are NO indications of a release, then go to Item 12. Check Item "B" if a release is occurring, even though it may be less than normal operating limits. Check Item "C" if a release has occurred but stopped. RELEASE: (Refer to "Release (Florida Nuclear Plant Emergency Notification Form)" definition.)

11. Check applicable Release Significance Category based on table on page 7 of this enclosure.

12. Check Item "A" if NO Protective Actions are necessary. Check "B" if PARs are necessary and enter Zone designation.

13. Enter the time (24 hour clock) and date (MM/DD/YY) the emergency classification was terminated or when the transition from the "Emergency Phase" to the "Recovery Phase" has taken place.

14. Check "No" unless a Supplemental Form is completed for this particular message.

15. Print the name of the SWPT Duty Officer or the individual that receives the notification. Enter the time (24 hour clock) and date (MM/DD/YY) the call is completed or when the Form is provided to Deputy State Coordinating Officer at the EOF.

Supplemental Page – Complete at the TSC or EOF at an Alert classification or higher and provide to State & Counties with Page 1.

Guidance for Completing the Supplemental Data Sheet of the Florida Nuclear Plant Emergency Notification Form

Plant Conditions Information (The Technical Support Coordinator completes this section for all classification levels)

Check the appropriate box for Critical Safety Functions based on current plant conditions.

Check the appropriate box indicating the current status of the Fission Product Barriers using REP-12, Enclosure 5, Part III. This information should be verified with item 6 of page 1 for consistency.

Print the name of the individual completing this section and enter the time (24 hour clock) and date (MM/DD/YY) the information is completed.

Radiological Dose Assessment Data (The Radiation Controls Manager completes this section if a release is occurring or occurred, but stopped. Otherwise, this section is NOT completed except for "Completed By.")

1. Check Item "A" if there are NO indications of a release, this section is NOT completed. Check Item "B" if a release is occurring, even though it may be less than normal operating limits. Check Item "C" if a release has occurred but stopped. This information should be verified with item 10 of page 1 for consistency.
2. Enter the Noble Gas and Iodine Release Rates in Ci/sec from the RadDose IV printout and check the measured or default box as appropriate.
3. If Item 1, box A is checked, N/A this item. If Item 1, box B or C is checked, check the appropriate box for airborne or liquid release and enter the time and date the release started and stopped.
4. Enter the Projected Thyroid Dose Rate (CDE) and Total Dose Rate (TEDE) for each distance location from the RadDose IV printout.
5. Enter the wind direction in degrees in Item "A," the wind speed in MPH in Item "B," and the Stability Class based on the Sigma Theta or Wind Range table below from the RadDose IV printout. This data is used for Item 4 and may be different than Item 9 "A" on page 1.

STABILITY CLASS

SIGMA THETA (degrees)	WIND RANGE (degrees)	DELTA T (degrees)	STABILITY Class
> 22.5	> 135	≤ -1.46	A (most dispersed plume)
< 22.5 to 17.5	134 to 105	-1.45 to –1.31	B
< 17.5 to 12.5	104 to 75	-1.30 to –1.16	C
< 12.5 to 7.5	74 to 45	-1.15 to –0.39	D
< 7.5 to 3.8	44 to 23	-0.38 to 1.15	E
< 3.8 to 2.1	22 to 12	1.16 to 3.07	F
< 2.1	< 12	≥ 3.08	G (most concentrated plume)

Print the name of the individual completing this section and enter the time (24 hour clock) and date (MM/DD/YY) the information is completed. Complete this item even when Item 1 is checked "No Release."

Release Significance Categories

CORE CONDITION	RELEASE STATUS	RELEASE SIGNIFICANCE CATEGORY
NO Core Damage (or clad challenged)	NO release	NR
	Release in progress	<NOL, NS
Clad Barrier Lost	NO release	NR
	Release in progress	PAG
Core Melt	NO release	NR
	Release in progress	EHE (PAG* Florida Nuclear Plant Emergency Notification Form)

NR: NO RELEASE
This category indicates NO release is occurring. This category is appropriate regardless of core status, if there are NO indications of a release (e.g., unexplained containment pressure decrease, unexplained abnormal radiation levels in Auxiliary Building or Intermediate Building, on the berm, or in the field). Do NOT assume Design Basis Leakage is occurring if it has NOT been detected. If a release occurred but has now stopped, maintain the appropriate category below until EPZ doses have dissipated.

<NOL: RELEASE WITHIN NORMAL OPERATING LIMITS (ITS/ODCM)
This category indicates releases that are monitored by RM-A1 or RM-A2, occurring when the fuel is undamaged. These releases are within normal operating limits if the low-range gas channel is below its high alarm setpoint. Do NOT make this selection for releases NOT monitored by RM-A1 or RM-A2 unless they have been evaluated per the ODCM.

NS: NON-SIGNIFICANT (FRACTION OF PROTECTIVE ACTION GUIDELINE VALUES)
This category indicates releases that are occurring when the fuel is undamaged. It includes releases exceeding RM-A1 or RM-A2 high alarm setpoint (e.g., LOCA, Waste Gas System failures). It also includes releases NOT monitored by RM-A1 or RM-A2 (e.g., Steam Generator Tube Rupture with safeties lifting). These releases will NOT produce site boundary doses that approach the EPA Protective Action Guideline values of 1 REM TEDE and/or 5 REM thyroid. NO Protective Action Recommendations are necessary.

PAG: AT OR NEAR PROTECTIVE ACTION GUIDELINE VALUES
This category indicates releases that are occurring after the fuel clad barrier has been lost. Site Boundary doses greater than the EPA Protective Action Guideline of 1 REM TEDE and/or 5 REM thyroid are possible. The category is appropriate with fuel cladding failure even if only minor offsite doses are detected. A General Emergency would be required and evacuation of at least 5 miles, 360 degrees (Zone 1) should be recommended. Shelter or evacuation beyond 5 miles should be determined based on plant status and dose projections. This category addresses fuel damage in the core only. Spent fuel damage will be addressed on a case-by-case basis.

EHE: EARLY HEALTH EFFECTS (NOT on Florida Nuclear Plant Emergency Notification Form, see NOTE below)
This category indicates releases that are occurring after severe core damage has taken place and where containment has failed early in the event. Doses of 25 REM TEDE and/or 2500 RADS thyroid could cause early health effects and these doses are easily possible within three miles from the plant. Evacuation of the Energy Complex should be performed and evacuation of the 10-mile EPZ (Zones 1,2,3) should be recommended (never sheltering) even if evacuees are exposed to the plume.

NOTE: This category is NOT listed on the Florida Nuclear Plant Emergency Notification Form because the State implements protective actions at the PAG range above. However, it is posted on status boards in the TSC and EOF.

Facility Turnover/Briefing Worksheet

A. STATUS OF EMERGENCY PLAN IMPLEMENTATION

1. TIME: Alert __ Site Area Emergency __ General Emergency _____
2. EALs Met:_____
_____
_____
3. Last SWPT Notification (time): _____ Next Notification Due: _____
4. Release Significance Category: _____
5. Energy Complex Protective Actions: _____

   CR-3 non-essential personnel evacuated? ☐ Yes ☐ No ☐ In Progress

   CR-1/2 operating? ☐ Yes ☐ No CR-4/5 operating? ☐ Yes ☐ No

   Energy Complex evacuated? ☐ Yes ☐ No ☐ In Progress
6. Off-Site Protective Action Recommendations (PARs) made:

   Evacuate Zones _____ Shelter Zones _____

B. PLANT STATUS:

1. Core Status: ☐ Degrading ☐ Stable ☐ Improving
2. Is the reactor shutdown? ☐ Yes ☐ No
3. Is the core adequately cooled? ☐ Yes ☐ No
4. FISSION PRODUCT BARRIERS ASSESSMENT:

Fuel clad	☐ Intact	☐ Challenged	☐ Lost	☐ Regained
RCS	☐ Intact	☐ Challenged	☐ Lost	☐ Regained
Containment	☐ Intact	☐ Challenged	☐ Lost	☐ Regained

5. EMERGENCY ELECTRICAL POWER STATUS:

Off-site power available?	☐ Yes	☐ No
ES buses energized?	☐ Yes	☐ No
Emergency Diesel Generators available?	☐ Yes	☐ No
DC power available?	☐ Yes	☐ No

6. CONTROL COMPLEX STATUS:

Ventilation/cooling available?	☐ Yes	☐ No
Necessary instrumentation available?*	☐ Yes	☐ No

* Necessary refers to specific instruments and annunciators that are needed to identify, diagnose, and track the problems that are causing the emergency.

Facility Turnover/Briefing Worksheet
(continued)

B. PLANT STATUS (Continued):

7. Other Conditions/challenges:

C. MITIGATING ACTIONS:

Guidelines for Protective Action Recommendations for Non-Essential Energy Complex and General Population

PLANT CONDITIONS/OFF-SITE DOSE ESTIMATES	RECOMMENDED ACTION 0-5 MILES	5-10 MILES
1. CONDITION: GENERAL EMERGENCY DECLARED. NO APPARENT CORE DAMAGE. CORE DAMAGE INDICATIONS: a. RCS pressure vs. temperature in Region 1 or 2 (Refer to EOP-7); or b. RM-G29/30 reading < 100 R/hr; or c. PASS results.	Evacuate Zone 1 (See Note 2)	None (See Note 1)
2. CONDITION: GENERAL EMERGENCY DECLARED. CLAD DAMAGE/GAS GAP RELEASE (NO CORE MELT). CORE DAMAGE INDICATIONS: a. RCS pressure vs. temperature in Region 3 (Refer to EOP-7); or b. Core uncovered for 15-30 minutes; or c. RM-G29/30 reading of 100-75,000 R/hr (RB spray off) OR 100-25,000 R/hr (RB spray on); or d. PASS results. OR: * Dose at the 0.83 mile Site Boundary is projected to be: a) TEDE: > 1.0 Rem b) Thyroid CDE: > 5.0 Rem	Evacuate Zone 1 (See Note 2)	Shelter Zones 2 & 3 (See Note 1)
3. CONDITION: GENERAL EMERGENCY DECLARED. CORE MELT OCCURRING OR LIKELY. CORE DAMAGE INDICATIONS: a. RCS pressure vs. temperature in the Severe Accident Region (Refer to EOP-7); or b. Core uncovered for > 30 minutes; or c. RM-G29/30 reading > 75,000 R/hr (RB spray off) or > 25,000 R/hr (RB spray on). WITH: NO projected containment failure and NO release underway.	Evacuate Zone 1 (See Note 2)	Shelter Zones 2 & 3 (See Note 1)
Projected containment failure and/or release underway.	Evacuate Zone 1 (See Note 2)	Evacuate Zones 2 & 3 (See Note 2) (See Note 3)

* PARs within the first hour of an event should be based on PLANT CONDITIONS ONLY until the Dose Assessment Team is operational.

NOTE 1: Relocate/evacuate population affected by ground contamination after plume passage or at any time projected dose from actual release is > 1.0 REM TEDE or > 5.0 REM Thyroid CDE.

NOTE 2: Evacuation time estimates are 2 hours for a Zone 1 evacuation and 4 hours for Zones 2 & 3 evacuation. (These times do NOT include notification or preparation time for evacuees.)

NOTE 3: IF projected dose from an actual release is > 1.0 REM TEDE or 5.0 REM Thyroid beyond 10 miles, THEN RECOMMEND evacuation to State and local government by distance in miles, OR by subdivision and geographic boundaries.

ZONE DESCRIPTIONS:
Zone 1: 0-5 miles 360 degrees and out to 10 miles in Gulf
Zone 2: 5-10 miles in Citrus County
Zone 3: 5-10 miles in Levy County

Termination Checklist
[NOCS 17050]

		True	False
1.	Conditions NO longer meet an Emergency Action Level and it appears unlikely that conditions will deteriorate.	☐	☐
	List any Fission Product Barriers that are lost and EAL(s) which is/are still exceeded and a justification as to why a state of emergency is NO longer applicable:		
2.	Plant releases of radioactive materials to the environment are under control (within Tech Specs) or have ceased and the potential for uncontrolled radioactive releases is acceptably low.	☐	☐
3.	The radioactive plume has dissipated and plume tracking is NO longer required. The only environmental assessment activities in progress are those necessary to determine the extent of deposition resulting from passage of the plume.	☐	☐
4.	In-plant radiation levels are stable or decreasing, and are acceptable given the plant conditions.	☐	☐
5.	The reactor is in a stable shutdown condition and long-term core cooling is available.	☐	☐
6.	The integrity of the Reactor Containment Building is within Technical Specification limits.	☐	☐
7.	The operability and integrity of radioactive waste systems, decontamination facilities, power supplies, electrical equipment and plant instrumentation including radiation monitoring equipment is acceptable.	☐	☐
8.	Any fire, flood, earthquake or similar emergency condition or threat to security NO longer exists.	☐	☐
9.	All required notifications have been made.	☐	☐
10.	Offsite conditions do NOT unreasonably limit access of outside support to the station and qualified personnel and support services are available.	☐	☐
11.	Discussions have been held with Federal, State and County agencies and agreement has been reached and coordination established to terminate the emergency.	☐	☐
12.	Radiological and plant conditions permit resumption of normal occupational exposure limits to continue mitigation/repair activities.	☐	☐

Termination Checklist
(continued)

It is NOT necessary that all responses listed above be 'TRUE'; however, all items must be considered before event termination and entry into the Recovery Phase.

For example, it is possible that some conditions remain which exceed an Emergency Action Level following a severe accident but entry into Recovery is appropriate. Additionally, other significant items NOT included on this list may warrant consideration such as violent weather or other natural phenomena.

Comments:

Approved: _____ Date/Time: _____
EOF Director or designee

EOF Security Guidelines

SECURITY OFFICER LOCATIONS/INSTRUCTIONS:

1. Front Entrance & Sign-In Desk area: Direct Florida Power, Federal, State, and County personnel responding to EOF to the sign-in desk. Assist the EOF Accountability Representatives to ensure quick entrance and badging of personnel into the EOF. Ensure all personnel clip their badges on the upper body where they can be seen. If News Media representatives want access to the EOF, redirect them back outside to the southwest corner of the building where signs will direct them to enter the Emergency News Center (ENC). Media personnel CANNOT access the EOF unless authorized by the EOF Director.

2. Hall by Lunchroom & ENC Door: Ensure personnel exiting ENC have EOF badges ONLY. During drills "Mock Media" personnel are allowed to enter the EOF. Personnel with "MEDIA" badges are not permitted into the EOF unless they have been authorized by the EOF Director.

3. Lunchroom by ENC Door & Door to Outside (Rm. 109): Ensure personnel exiting the ENC are EOF badged. Personnel with "MEDIA" badges are NOT permitted into the EOF unless they have been authorized by the EOF Director. Also ensure that any personnel that go to the "Smoke Break Area" and then re-enter the EOF are badged. NOTE: This position is optional and this post could be covered by the Officer at Position #2, if needed.

4. Hallway from ENC to Public Information Support Area (NE corner of Rm. 106): Ensure the Media Representatives do no enter this area. If the Media representatives need to use the restrooms, direct them to the Fossil Training Building Lobby or portable toilets (if available). If assistance is needed on this issue contact the EOF Facility Manager. NOTE: This position is optional and this post can be covered by the Officer at Position #5, if needed.

5. Media Entrance @ See-Thru Reactor (Rm. 149): Control access to the Emergency News Center (ENC). Upon arrival of the News Media representatives, have them sign in and then issue them a red "MEDIA" badge.

6. South Hallway (Door to outside by Rm. 142): Personnel should NOT access the EOF unless they are badged. Personnel from the State Department of Health (DOH) might exit through the south door to get to their mobile laboratory parked at the southeast side of the EOF.

ADDITIONAL GUIDANCE:

- The six (6) recommended Security Officer post locations may have to be adjusted depending on Security Officer availability and other considerations. If changes or additional support is needed, contact the EOF Security Coordinator.
- Access to the EOF should be granted to Florida Power personnel and any Federal, State, County, or Support Agency (e.g., INPO, etc.) as long as they have ID associating them with the group they represent. Florida Power personnel can be granted access without ID as long as they are recognized by other Florida Power personnel.
- Ensure the doors that do NOT have Security Officers posted at them are locked (e.g., north hallway to Simulator, east door to outside, etc.).
- If there are questions or issues come up that need to be resolved, contact one of the following individuals: EOF Security Coordinator, PE Emergency Preparedness Staff member, Facility Manager, or EOF Director.

REVISION SUMMARY for EM-400 Rev. 0

(June 2003)

Procedure Section	Changes and Reason
Throughout	Changed format from REP-03 to POM format and added NOCS commitments (NCR 95659-97).
Enclosure 7	Added guidance in EOF Director's Checklist on actions needed when EOF pagers fail (NCR 87144-11)

CRYSTAL RIVER UNIT 3

PLANT OPERATING MANUAL

EMERGENCY PLAN IMPLEMENTING PROCEDURE

EM-405

OPERATION OF THE EMERGENCY NEWS CENTER

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1.0 PURPOSE

1.1 This procedure:

- provides instructions for the dissemination of information to the public during a declared emergency at CR-3,
- describes how Progress Energy personnel will fulfill emergency communications functions following activation of the RERP,
- provides instructions for the activation, operation, and deactivation of the Emergency News Center (ENC). [NOCS 09250/10504/11060/12080/17080]

2.0 DEVELOPMENTAL REFERENCES

2.1 CR-3 Radiological Emergency Response Plan

2.2 EM-400, Operation of the Emergency Operations Facility

2.3 EM-401, Setup of the Emergency Operations Facility

3.0 PERSONNEL INDOCTRINATION

3.1 Definitions

3.1.1 Corporate Spokesperson

The individual(s) authorized to release emergency-related information outside of Progress Energy, normally the Communications Director. (The Communications Director and/or the EOF Director may authorize additional Corporate Spokespersons at his discretion.)

3.1.2 Emergency News Center (ENC)

A near-site location for the dissemination of emergency-related information to the public through the news media. It is located in the Progress Energy Training Center at 8200 West Venable Street in Crystal River, Florida.

3.1.3 Emergency Planning Zone (EPZ)

An area surrounding a nuclear power plant for which detailed planning is needed to assure that prompt, effective actions can be taken to protect the public in the event of a radiological emergency. Two EPZs have been established: the Plume Exposure Pathway EPZ (10 mile radius) and the Ingestion Exposure Pathway EPZ (50 mile radius).

3.1.4 ENC Staff

Representatives of Progress Energy and Federal, State, and local Public Information organizations.

3.1.5 **Media Briefing**

Verbal or written presentation of information followed by a period of questions from the news media.

3.1.6 **News Release**

A document containing information that is released to the public either directly or through the news media.

3.1.7 **Public**

People and organizations NOT directly involved in accident response.

3.2 **Responsibilities**

3.2.1 The Communications Director is responsible for directing the Progress Energy information program during an emergency at CR-3 and determines the need for activating the ENC. This individual is responsible for coordination of activities at the ENC and has the authority to act as Corporate Spokesperson.

3.2.2 Corporate Spokesperson responsibilities include: [NOCS 10030 / 11060]

- Maintaining command and control of the ENC as the Progress Energy Representative in the facility.
- Reviewing and approving news releases in a timely manner with EOF Director approval and concurrence.
- Conducting pre-media briefings between agencies.
- Moderating / conducting timely and informative media briefings for the news media.
- Ensuring Corporate Communications is up-to-date on plant status and continuous updates throughout the emergency.
- Interfacing with State, County and Federal agency PIOs throughout the emergency.

3.2.3 The Communications Director determines the most appropriate use of Progress Energy's information dissemination resources, based on the requirements of the emergency in progress. They may activate all or selected parts of the Emergency Communications organization at their discretion.

3.2.4 The EOF Facility Manager ensures the ENC and Public Information Work Area is set-up for operation using EM-401, Enclosure 7 and Enclosure 8.

3.3 Limits & Precautions

None

4.0 Instructions

NOTE

In the event of a Security threat which warrants declaration of an Unusual Event or higher, the ENC may be activated.

4.1 Activation of the Emergency Communications Organization

4.1.1 ACTIVATE the ENC when a Site Area Emergency or General Emergency classification is declared.

4.2 Notification of the Emergency Communications Organization

4.2.1 NOTIFY the Emergency Communications Staff each time a decision is made to activate the ENC.

4.2.2 NOTIFY the local news media during a declared emergency. Enclosure 1 provides driving directions from the Central Florida and local areas.

4.3 Facility Preparation

4.3.1 The ENC and Public Information Work Area are prepared for use by the EOF Facility Manager.

4.4 Operation Of The ENC

4.4.1 ENSURE the principal activities identified in Enclosure 2 are implemented as required.

4.4.2 CONDUCT periodic ENC media briefings (approximately every 60 minutes) or when significant changes (i.e., a radiological release) occur.

4.4.3 USE Enclosure 3 to assist with the preparation of the media briefings to ensure accurate, timely, and coordinated information is provided to the news media and the public.

4.4.4 USE the communications systems identified in EM-401, Enclosure 7 and Enclosure 8. Additional communications equipment and repairs are provided through the EOF Facility Manager.

4.5 ENC Staffing

4.5.1 DETERMINE the staffing levels of the ENC based on the level of news and public interest in an event.

4.5.2 ASSIGN Federal, State, and local Public Information organizations representatives to the ENC, depending on the scope and duration of the emergency,

4.6 Access Control

4.6.1 SECURE the two entrances on the east wall of the ENC to prevent unauthorized entry into the EOF.

4.6.2 ENSURE the south entrance of the ENC, through the See-Thru Reactor Room, is used as the only entry point for the news media or the public. Administrative access control is established by Security personnel. [NOCS 01069]

4.7 Recordkeeping

4.7.1 News Releases:

MAINTAIN a copy of each Progress Energy news release in a chronological file. This file must be available for reference by the ENC Staff.

4.7.2 Communications Logsheets:

DOCUMENT all communications of significant importance in the Communications Logs. Refer to EM-400, Enclosure 1.

4.7.3 Status Reporting:

For events several days in duration, SUMMARIZE significant actions in daily status reports.

4.8 Information Resources

4.8.1 Background information may be requested by Federal, State, or county PIOs, or by representatives of the news media. The following documents should be available for use as reference material by these individuals:

a. Media kits designed to provide a general education concerning the nature of ionizing radiation, CR-3, and the Emergency Classification System.

b. Copies of previously issued news media releases (for provision to late-arriving news media).

4.9 Management

4.9.1 ENSURE that administrative access control has been established by Security personnel.

4.9.2 ENSURE that adequate personnel are available to support Internet posting, facsimile transmittal, and other general clerical functions.

4.9.3 ENSURE that previously prepared media kits are available to members of the news media who report to the ENC.

4.9.4 ENSURE that media briefings in the EOF are attended by an Emergency Communications representative to obtain information for news releases.

4.9.5 ENSURE that all proposed news releases receive proper authorizations before their release outside of Progress Energy.

4.9.6 ENSURE that all news releases are distributed to the EOF Director and Emergency Communications Staff. [NOCS 09260]

4.9.7 ENSURE that representatives of Federal, State, and local Public Information organizations are provided the information and support necessary to prepare timely, accurate news releases.

4.9.8 ASSURE that rumors and other inaccurate information going to the public are corrected in press releases, media briefings, or through appropriate means. [NOCS 01125]

4.10 Deactivation

4.10.1 DISCUSS deactivation of the ENC with the EOF Director.

4.10.2 DIRECT deactivation of the ENC after the following:

- Public and media attention NO longer require ENC activation.
- EOF Director, State/County, and Federal agencies concur.

4.10.3 INITIATE the return of equipment and materials to their pre-activation status; and the COLLECTION / of all documentation generated during the emergency to the Supervisor Emergency Preparedness (for post-emergency reports and submittal to Document Services).

4.11.4 NOTIFY Corporate Communications and State, County or Federal agencies (NOT currently located in the ENC) of the deactivation.

4.12 Exercises and Training

As specified in the RERP, the ENC is activated periodically for training and emergency preparedness exercises.

DIRECTIONS TO EMERGENCY NEWS CENTER (ENC)

(located in Progress Energy Crystal River Training Center)

From the North

Take I-75 south to State Road 44. Take State Road 44 west to U.S. 19. Take U.S. 19 south to West Venable Street in Crystal River (immediately south of the airport). Take West Venable Street east for approximately one-half mile to the ENC.

OR

Take U.S. 19 south to West Venable Street in Crystal River. Take West Venable Street east for approximately one-half mile to the ENC.

From the South

Take U.S. 19 north to West Venable Street in Crystal River (immediately south of the airport). Take West Venable Street east for approximately one-half mile to the ENC.

From Orlando

Take the Florida Turnpike to the Wildwood exit. Take State Road 44 west to U.S. 19. Take U.S. 19 south to West Venable Street in Crystal River (immediately south of the airport). Take West Venable Street east for approximately one-half mile to the ENC.

From Tampa

Take I-75 north to Brooksville and then take State Road 50 west to U.S. 98 **or** take the Suncoast Parkway (Toll Road 598) and then U.S. 98 west to U.S. 19. Take U.S. 19 north to West Venable Street in Crystal River (immediately south of the airport). Take West Venable Street east for approximately one-half mile to the ENC.

COMMUNICATIONS DIRECTOR EMERGENCY POSITION DESCRIPTION

REPORTING STATUS: Required (as soon as possible), but NOT required to declare the EOF operational.

FUNCTION:
- To direct the dissemination of information to the public through the news media during emergency and recovery phase operations. [NOCS 09250 / 11060]
- To coordinate activities at the ENC.
- To act as Corporate Spokesperson.

PRINCIPAL ACTIVITIES:

a. MANAGE overall activities in the ENC, including keeping those in the ENC informed of significant changes to the classification of the emergency and any significant change in plant conditions.

b. SUPERVISE the activities of Progress Energy personnel in the ENC.

c. IMPLEMENT a briefing schedule designed to provide the public, the media, public officials, and local government agencies with information

d. CONDUCT periodic media briefings (approximately every 60 minutes) or when significant changes (i.e., a radiological release) occur.

e. REVIEW and APPROVE all information releases with the EOF Director before being issued.

f. AUTHORIZE additional "Corporate Spokespersons" during emergency or recovery phase activities, if required.

g. COORDINATE information releases with the Federal, State, and county PIOs located in the EOF.

h. ENSURE news releases are posted on the Web.

ENC PRE-MEDIA BRIEFING HELP

BEFORE YOU BEGIN THIS MEDIA BRIEFING

PROGRESS ENERGY

- WHAT IS THE EMERGENCY CLASSIFICATION?
- WHAT IS THE PLANT STATUS?
- IS THERE A RELEASE IN PROGRESS OR HAS ONE OCCURRED, AND WHAT IS THE MAGNITUDE?
- ANY INJURIES?
- ANY INFORMATION TO FOLLOW-UP FROM LAST BRIEFING?

STATE OF FLORIDA

- WHAT PROTECTIVE ACTIONS HAVE BEEN IMPLEMENTED?
- IS THE STATE EOC OPERATIONAL?
- WHAT IS THE STATUS OF EXECUTIVE ORDERS?
- ANY SIGNIFICANT STATE AGENCY RESPONSE?
- ANY INFORMATION TO FOLLOW-UP FROM LAST BRIEFING?

CITRUS AND LEVY COUNTIES

- WHAT PROTECTIVE ACTIONS HAVE BEEN IMPLEMENTED?
- HAVE EAS MESSAGES BEEN BROADCAST?
- ARE COUNTY EOCS OPERATIONAL?
- WHAT IS THE STATUS OF SHELTERS?
- ARE CITIZEN INFORMATION LINES OPERATIONAL?
- ANY INFORMATION TO FOLLOW-UP FROM LAST BRIEFING?

Progress Energy

R
Reference
Use

CRYSTAL RIVER UNIT 3

PLANT OPERATING MANUAL

EMERGENCY PLAN IMPLEMENTING PROCEDURE

EM-402

EMERGENCY OPERATIONS FACILITY
TECHNICAL SUPPPORT TEAM

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1.0 PURPOSE

1.1 To provide guidance for establishment and operation of the Emergency Operations Facility Technical Support Team (TST).

1.2 The Technical Support Team primarily functions as a technical resource for the Technical Support Director and the EOF Director in development of public PARs. Technical Support Team duties also include interfacing with the Dose Assessment Team, monitoring Critical Safety Functions, and assisting in the development of recovery plans. The Technical Support Team can assist the TSC Accident Assessment Team in the development of mitigation strategies and in researching solutions to plant problems provided such assistance does NOT interfere with the team's primary responsibilities. Technical Support Team personnel are NOT considered Severe Accident Management evaluators.

2.0 DEVELOPMENTAL REFERENCES

2.1 EM-202, Duties of the Emergency Coordinator

2.2 EM-401, Setup of the Emergency Operations Facility

2.3 EM-225, Duties of the Technical Support Center Accident Assessment Team

2.4 Emergency Operating Procedures (EOPs)

2.5 Response Technical Manual (RTM-96), USNRC, Volume 1, Revision 3

2.6 Radiological Emergency Response Plan

2.7 NUREG-1228, Source Term Estimation During Incident Response to Severe Nuclear Power Plant Accidents

2.8 FPC IOC CR97-0122, dated 12/23/97

2.9 CH-632, Post Accident Sampling and Analysis Of Reactor Coolant, Decay Heat, Reactor Building Sump, and Miscellaneous Waste Storage Tank

3.0 PERSONNEL INDOCTRINATION

3.1 Definitions

3.1.1 Critical Safety Functions (CSFs)

Those functions needed to ensure adequate core cooling and to preserve the integrity of the fission product barriers, thereby protecting the health and safety of the general public and plant personnel. They include reactivity control, coolant inventory control, decay heat removal capability, fission product barrier status, electrical power availability, and Control Room status.

3.1.2 Emergency Action Levels (EALs)

Conditions or indications that may be used as thresholds for initiating specific emergency measures. (See EM-202, Enclosure 1)

3.1.3 Protective Action Recommendations (PARs)

Emergency measures recommended for purposes of preventing or minimizing radiological exposures to Energy Complex personnel or members of the public.

3.1.4 Severe Accident

An accident (beyond that assumed in the CR-3 design and licensing basis) that results in catastrophic fuel rod failure, core degradation and fission product release into the reactor vessel, RB, or environment.

3.1.5 Technical Support Team (TST)

Consists of Technical Support Coordinator, Technical Support Engineer, and Technical Support Operations Representative.

3.2 Responsibilities

3.2.1 Technical Support Director

Notifies the Technical Support Coordinator and the Radiation Controls Manager that the EOF is activated and provides direction and control to the EOF functions associated with accident mitigation and assessment.

3.2.2 Technical Support Coordinator

a. Keeps the Technical Support Director informed of Technical Support Team activities and developments in plant status, especially those that may impact EALs and PARs.

b. Notifies the Technical Support Operations Representative and Technical Support Engineer that the EOF has been activated and provides coordination and support for the Technical Support Team.

c. Ensures communication is established with the TSC on the TSC / EOF Ringdown until EOF Communicator arrives.

d. Assists in the setup of the Technical Support Work Area.

e. Performs "plant conditions" portion of the EOF briefings using the briefing guidelines provided in Enclosure 4.

f. Provides support to the TSC Accident Assessment Team in determining the causes and consequences of the emergency.

g. Ensures interface is established with the EOF Dose Assessment Team using Section 3.2.5 and Enclosure 7 as guidance.

h. Refers to enclosures for additional accident assessment guidance and information.

i. Notifies Simulator support personnel when necessary (e.g., for testing mitigation strategies).

j. Monitors CSFs and provides status to Technical Support Director and EOF personnel during briefings, as needed.

k. Supplies input for completion of the Florida Nuclear Plant Emergency Notification Form for plant conditions information.

3.2.3 Technical Support Operations Representative

a. Ensures the SPDS computer is properly set up and operational.

b. Operates and monitors the SPDS computer.

c. Monitors plant parameters and provides status updates to the Technical Support Coordinator.

d. Obtains CSF assessments from the TSC Accident Assessment Team. Verifies accuracy using Enclosure 5. Performs an independent assessment of CSFs using Enclosure 5 if CSF assessments from the TSC are NOT available.

e. Monitors communications between the Control Room and the TSC Accident Assessment Team via speakerphone in the Technical Support Room.

f. Assists in the setup of the Technical Support Work Area.

3.2.4 Technical Support Engineer

a. Assesses plant conditions.

b. Performs Core Damage Assessment using Enclosure 6.

c. Provides Engineering support to the TSC Accident Assessment Team.

d. Notifies additional Engineering resources when necessary.

e. Assists in the setup of the Technical Support Work Area.

f. Provides the Dose Assessment Team Leader with an evaluation of the accident type using Enclosure 7.

3.2.5 Dose Assessment Team

a. Supports the TSC Accident Assessment Team with on-site radiological data and with chemical and radiological analysis of samples as needed to assess the accident.

b. Provides plant radiation monitor readings and assessments.

c. Provides projected radiological data (on-site and off-site doses, dose rates, and deposition) (> 1 hour to obtain).

d. Provides RCS PASS data (> 2 hours to obtain results) on radionuclide composition, Chloride concentration, dissolved Hydrogen concentration, and Boron concentration.

e. Provides Reactor Building and/or Auxiliary Building atmosphere radionuclide composition (> 1 hour to obtain).

f. Provides in-plant radiological data.

g. Provides chemical and radiological analysis of OTSGs and secondary samples.

h. Provides Reactor Building sump boron concentration (> 1 hour to obtain).

i. Performs CH-632, Post Accident Sampling And Analysis Of Reactor Coolant, Decay Heat, Reactor Building Sump, And Miscellaneous Waste Storage Tank, Enclosure 5 (if applicable) to determine core damage.

3.3 Limits & Precautions

3.3.1 None

4.0 INSTRUCTIONS

4.1 The Technical Support Coordinator or designee performs the duties of Enclosure 1.

4.2 The Technical Support Operations Representative performs the duties of Enclosure 2.

4.3 The Technical Support Engineer performs the duties of Enclosure 3.

TECHNICAL SUPPORT COORDINATOR CHECKLIST

Check

☐ 1. Perform telephone notifications (Refer to Emergency Response Personnel Roster):

- ☐ Technical Support Operations Representative
- ☐ Technical Support Engineer (3)

☐ 2. Check-in with EOF Director upon arrival and ensure name is posted on staffing board.

☐ 3. Ensure the Accident Assessment Ringdown speakerphone is functional. (Refer to Enclosure 9) (This is for monitoring only. Notify the TSC AAT by plant extension as necessary or press the "MUTE" button to remove the mute function.)

☐ 4. Ensure accuracy of the TSC Critical Safety Functions. (Refer to Enclosure 4) Report Critical Safety Functions discrepancies to the TSC Accident Assessment Coordinator and the Technical Support Director. Upon request of the Technical Support Director, perform an independent assessment of Critical Safety Functions.

☐ 5. Ensure PARs are appropriate per EM-202, Enclosure 8.

☐ 6. Provide input for completion of the Florida Nuclear Plant Emergency Notification Form.

☐ 7. Ensure Room 124 SPDS computer is functional. (Refer to Enclosure 9)

☐ 8. Establish communication with the TSC on the TSC / EOF Ringdown, until the EOF Communicator arrives. (Refer to Enclosure 9)

☐ 9. Retrieve the EOP/AP procedure book from the Operations Briefing Room (217) or Simulator Control Booth (220).

☐ 10. Brief the Technical Support Director on Critical Safety Functions and plant status.

☐ 11. Provide Critical Safety Functions and plant status reports to the EOF Staff during briefings. Use guidelines on Enclosure 4 and Enclosure 5 as necessary.

☐ 12. Establish interface with EOF Dose Assessment Team Leader. Enclosure 7 lists information needed by the Dose Assessment Team; Section 3.2.5 lists information available from the Dose Assessment Team.

EOF TECHNICAL SUPPORT COORDINATOR CHECKLIST (Continued)

Check

☐ 13. Provide the Status Board Coordinator current Critical Safety Functions and plant status information for the Main Conference Room.

☐ 14. Notify Simulator personnel for support, if needed (e.g., for testing mitigation strategies).

☐ 15. Assist the EOF Director with the recovery plan. (Refer to Enclosure 8)

EOF TECHNICAL SUPPORT OPERATIONS REPRESENTATIVE CHECKLIST

Check

- ☐ 1. Ensure the SPDS computer is operational. (Refer to Enclosure 9)
- ☐ 2. Ensure the work area is set up and functional. (Refer to EM-401, Enclosure 6)
- ☐ 3. Ensure the Accident Assessment Ringdown Monitor is functional. (Refer to Enclosure 9) (This is for monitoring only. Notify the TSC AAT by plant extension as necessary or press the "MUTE" button to remove the mute function.)
- ☐ 4. Obtain Critical Safety Functions assessments from the TSC. Review TSC Critical Safety Functions assessments using Enclosure 5. If TSC Critical Safety Functions assessments are NOT available, perform an independent assessment using Enclosure 5.
- ☐ 5. Monitor communications between the Control Room and the TSC Accident Assessment Team using the speakerphone in the Technical Support Room.
- ☐ 6. Provide periodic Critical Safety Functions and plant status updates to the Technical Support Coordinator.

TECHNICAL SUPPORT ENGINEER CHECKLIST

Check

- ☐ 1. Ensure the work area is set up and functional. (Refer to EM-401, Enclosure 6)
- ☐ 2. Establish communication with TSC AAT by plant phone as necessary
- ☐ 3. Obtain applicable drawings/documents, as needed.
- ☐ 4. Establish additional Engineering resources, if necessary.
- ☐ 5. Provide assistance for recovery plan development. (Refer to Enclosure 8)
- ☐ 6. Perform Core Damage Assessments. (Refer to Enclosure 6)
- ☐ 7. Provide initial core damage assessment to Technical Support Coordinator.
- ☐ 8. Provide core status updates to Technical Support Coordinator.
- ☐ 9. Complete Enclosure 7, "Dose Assessment Team Notification." Review results with the Technical Support Coordinator and forward to the EOF Dose Assessment Team Leader.
- ☐ 10. Notify additional resources (engineers, etc.) for core damage assessment, if needed.

BRIEFING GUIDELINE

Refer to Enclosure 5 and Enclosure 6 to aid in this evaluation.

I. REACTOR SHUTDOWN

Yes ☐ No ☐

II. CORE ADEQUATELY COOLED

Yes ☐ No ☐

III. FISSION PRODUCT BARRIER ASSESSMENT (Use Enclosure 5, Part III)

Fuel Clad:	Intact ☐	Potential Loss ☐	Loss ☐
RCS:	Intact ☐	Potential Loss ☐	Loss ☐
Containment:	Intact ☐	Potential Loss ☐	Loss ☐

IV. EMERGENCY ELECTRICAL POWER STATUS

Off-Site Power Available? Yes ☐ No ☐

ES Bus Energized? Yes ☐ No ☐

Emergency Diesel Generator Available? Yes ☐ No ☐

DC Power Available? Yes ☐ No ☐

V. CONTROL COMPLEX STATUS

Ventilation / Cooling Available? Yes ☐ No ☐
* Necessary Instrumentation Available? Yes ☐ No ☐

VI. OTHER CONDITIONS / CHALLENGES

_____
_____
_____
_____
_____
_____
_____

* Necessary refers to specific instruments and annunciators that are needed to identify, diagnose, and track the problems that are causing the emergency.

CRITICAL SAFETY FUNCTION CHECKLIST

Monitor the parameters associated with the Critical Safety Functions. The parameter tables below are for reference only. It is NOT intended that the tables be completed during each evaluation. Plant computer point numbers or SPDS/RECALL point numbers are listed, if available.

Using pre-established RECALL Groups based on accident type in progress is recommended.

Notify the Technical Support Coordinator immediately if any of the CSFs CANNOT be verified.

I. REACTOR SHUTDOWN STATUS:

REACTIVITY CONTROL

PARAMETER	COMPUTER POINT	RECALL POINT			
All Rods at in-limits Y/N	P057	RECL-375			
Intermediate Range detector NI-3 amps	P212	RECL-150			
Intermediate Range detector NI-4 amps	P213	RECL-151			
Source Range NI-1 cps	P202	RECL-152			
Source Range NI-2 cps	P203	RECL-153			
Low Range NI-14/15		RECL-102,103			
Adequate Shutdown Margin	OP-103C Curve 18&19				

II. CORE COOLING STATUS:

ECCS/SUPPORT STATUS

PARAMETER	COMPUTER POINT	RECALL POINT			
Subcooling Margin	M114				
A HPI Pump operating		RECL-209			
B HPI Pump operating		RECL-210			
C HPI Pump operating		RECL-211			
MUV-23 flow	W704	RECL-52			
MUV-24 flow	W706	RECL-54			
MUV-25 flow	W703	RECL-51			
MUV 26 flow	W705	RECL-53			
DHPs operating A/B (run/stop)	X063 X064	RECL-207 RECL-208			
DHP-1A flow	W409	RECL-55			
DHP-1B flow	W410	RECL-56			
CFT A level	P200				
CFT B level	P201				
CFT A press					
CFT B press					
BWST level (ft)	X335	RECL-57			
RWPs operating 1/2A/2B/3A/3B					
DCPs operating A/B (yes/no)					
SWPs operating A/B/C					

SECONDARY SYSTEM STATUS

PARAMETER	COMPUTER POINT	RECALL POINT			
EFIC OTSG A press	W449	RECL-252			
EFIC OTSG B press	W452	RECL-255			
OTSG A level	S285	RECL-92			
OTSG B level	S286	RECL-93			
MFW flow A	S301	RECL-100			
MFW flow B	S302	RECL-101			
EFPs operating 1/2/3/7					
EFW flow to A OTSG	S300	RECL-245			
EFW flow to B OTSG	S312	RECL-247			

III. FISSION PRODUCT BARRIER ASSESSMENT:

FUEL CLAD		
☐ INTACT	☐ POTENTIAL LOSS	☐ LOSS
• Does NOT meet the criteria for "Potential Loss" or "Loss"	• RCS condition warrant entry into EOP-07 • Core Exit Thermocouples > 700 degrees F	• RCS conditions in (or previously in) Region 3 or Severe Accident Region • PASS indicates increased RCS activity >300μCi/gr I_{131} (refer to CH-632) • RM-G29/30 > 100 R/hr for ≥ 15 minutes • Enclosure 6 indicates failed fuel

REACTOR COOLANT SYSTEM		
☐ INTACT	☐ POTENTIAL LOSS	☐ LOSS
• Does NOT meet the criteria for "Potential Loss" or "Loss"	• RCS leak or OTSG tube leak requiring one or more injection valves to maintain adequate subcooling margin • RCS pressure /Tincore relationship violates NDT limits • RCS leak or OTSG tube leak results in ES actuation on low RCS pressure. • HPI/PORV or HPI/Code Safety valve cooling is in progress	• RCS leak resulting in loss of adequate subcooling margin • OTSG Tube Rupture resulting in loss of adequate subcooling margin • RM-G29/30 >10R/hr for ≥ 15 minutes

CONTAINMENT		
☐ INTACT	☐ POTENTIAL LOSS	☐ LOSS
• Does NOT meet the criteria for "Potential Loss" or "Loss"	• RB pressure > 54 psig • RB hydrogen concentration > 4% • RB pressure > 30 psig with NO building spray available • RMG-29 or 30 reading > 25,000 R/hr • Core conditions in severe accident region of ICC curves for >15 min	• Containment isolation is incomplete and release path to environment exists. Confirmation may be from elevated radiation readings in areas adjacent to the RB. • OTSG Tube Rupture > 10 gpm exists and prolonged steaming to atmosphere or an unisolable steam leak outside RB from affected OTSG. • Containment pressure or sump level response NOT consistent with LOCA conditions • Rapid unexplained RB pressure decrease following an initial increase

Performed By: _____ Date: _____ Time: _____

IV. EMERGENCY ELECTRICAL POWER STATUS:

OFF-SITE POWER

PARAMETER	AVAILABLE	UNAVAILABLE
500 KV SWITCHYARD		
230 KV SWITCHYARD		
OFF-SITE POWER XFRM		
BEST		

ES BUSES

PARAMETER	AVAILABLE	UNAVAILABLE
A-ES 4160V BUS		
B-ES 4160V BUS		
A-ES 480V BUS (Note 1)		
B-ES 480V BUS (Note 1)		

EMERGENCY DIESEL GENERATOR

PARAMETER	RECALL PT.	LOADED	AVAILABLE	UNAVAILABLE
A-EDG	RECL-133,171			
B-EDG	RECL-134,172			

DC ELECTRICAL

PARAMETER Note (1)	AVAILABLE	UNAVAILABLE
A-BATTERY		
B-BATTERY		
C-BATTERY		

Note (1) Battery failure will occur if associated battery chargers are de-energized.

V. CONTROL COMPLEX STATUS:

CONTROL COMPLEX VENTILATION STATUS

PARAMETER	AVAILABLE	OPERATING	UNAVAILABLE
A-TRAIN EMERGENCY RECIRC			
B-TRAIN EMERGENCY RECIRC			
A-CHILLER			
B-CHILLER			

CONTROL ROOM INSTRUMENTATION STATUS

PARAMETER	AVAILABLE	UNAVAILABLE
NNI-X		
NNI-Y		
ICS		
EFIC		
RPS		
ESAS		

COMMENTS: _____

CORE DAMAGE ASSESSMENT

Determine if core damage has occurred using one or more of the following methods. Estimate the extent of the damage. Evaluate the status of the fission product barriers. Report the results of the evaluation to the Technical Support Operations Representative and the EOF Dose Assessment Team Leader. Continue to reassess core and Fission Product Barrier status as conditions change.

☐ ESTIMATE CORE DAMAGE BASED ON RCS SAMPLES.

Core damage assessment based on Reactor Coolant samples is evaluated by the OSC Chemistry Coordinator using CH-632 Enclosure 5. The results are submitted to the TSC Accident Assessment Team. (May take >2 hours to obtain results)

☐ ESTIMATE CORE DAMAGE BASED ON RM-G29/30 RADIATION LEVELS.

NOTE: (1) Use of RM-G29/30 for determining core status requires a failure of the RCS (i.e., LOCA or PORV open).

(2) Low monitor reading does NOT necessarily indicate lack of core damage. The release from the core may bypass the Containment, may be retained in the RCS, may be over a long period of time, or may NOT be uniformly mixed.

(3) Inconsistent readings may be due to the uneven mixing in the Containment (e.g., steam rising to the top). It may take several hours for uniform mixing.

ASSUMPTIONS:

The table below assumes a short release. A long-term release CANNOT be characterized using these tables.

TIME	___:___	___:___	___:___	___:___	___:___
RM-G29	R/HR	R/HR	R/HR	R/HR	R/HR
RM-G30	R/HR	R/HR	R/HR	R/HR	R/HR

☐ NO CORE DAMAGE
< 100 R/HR

☐ POSSIBLE CLAD FAILURE AND GAS GAP RELEASE
100 - 25,000 R/HR WITH RB SPRAY
100 - 75,000 R/HR WITHOUT RB SPRAY

☐ POSSIBLE CORE MELTING
> 25,000 R/HR WITH RB SPRAY
> 75,000 R/HR WITHOUT RB SPRAY

CORE DAMAGE ASSESSMENT (Continued)

Core Damage Progression Once Uncovered

☐ IF inadequate subcooling margin exists,
THEN determine if the core is uncovered.

Reactor Coolant Inventory Tracking System (RCITS) provides a continuous indication of reactor vessel head and hot leg coolant inventory trend with the reactor coolant pumps in operation or tripped. RCITS consists of an RCS Hot Leg Level Subsystem, Reactor Vessel Level Subsystem and RC Void Trending Subsystem.

The RCS Hot Leg Level Subsystem (RC-163A/B-LR1) can monitor the top of the hot leg to the bottom of the hot leg with zero flow conditions. The Reactor Vessel Level Subsystem (RC-164A/B-LR1) can monitor the top of the reactor vessel to the bottom of the hot leg with zero flow conditions. The bottom of the hot leg is approximately two feet above the top of the fuel. An off-scale low reading would indicate a high probability of loss of level below core level. Any flow (including natural circulation) in the RCS will result in a lower than actual reading. Thus, any indicated level will provide assurance that coolant level is above the core.

The Reactor Void Trend Subsystem (RC-169-XR) monitors void trends in the RCS when RCPs are running. RCP motor power and Tcold are used to infer average density of fluid passing through the pump (liquid or two-phase). A 0% reading infers NO voiding, while a 100% reading infers complete voiding.

Recorders are on the PSA panel in the Control Room and display on RECALL (points 62, 63, 64, 65, 70, 71).

A-HOT LEG	B-HOT LEG	A-VESSEL	B-VESSEL	VOID TREND
RC-163A-LR1	RC-163B-LR1	RC-164A-LR1	RC-164B-LR1	RC-169-XR
RECALL PT 63	RECALL PT 70	RECALL PT 62	RECALL PT 65	RECALL PT 64,71

☐ **CORE REMAINS COVERED**
TINCORE indicates saturated conditions
RCITS indicates any level

☐ **UNCOVERED FOR 15 TO 45 MINUTES**
Core temperature 1800-2400°F
Fuel cladding failure (occurred in 34 minutes at Three Mile Island)
Rapid hydrogen generation
Release of fission products out of fuel pin gap (gas gap failure)
Local fuel melt

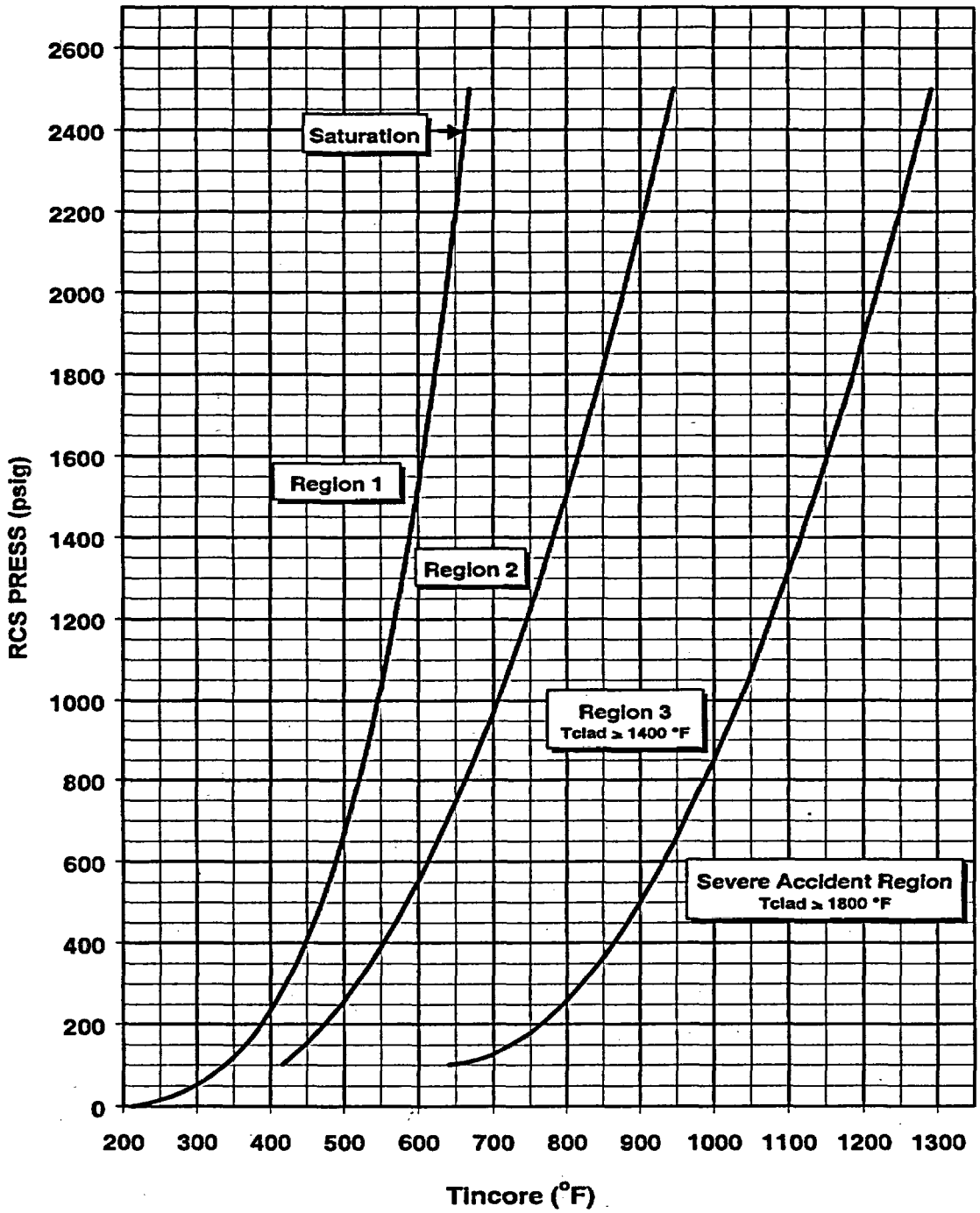
☐ **UNCOVERED FOR 30 TO 90 MINUTES**
Core temperature 2400-4200°F
Possible uncoolable core
Possible slump of molten core
Rapid release of volatile fission products (grain boundary release)

☐ **UNCOVERED FOR 1 TO 3+ HOURS**
Core temperature > 4200°F
Maximum core melt and hydrogen generation
Maximum in-vessel fission product release
Possible melt-through of vessel

CORE DAMAGE ASSESSMENT (Continued)

Core Damage Assessment Based On ICC Curve

- ASSESS CORE DAMAGE BY PLOTTING RCS PRESSURE/INCORE TEMPERATURE ON THE ICC CURVE BELOW.
  - Regions 1 and 2 indicate NO fuel damage (normal RCS activity).
  - Region 3 indicates possible gas gap failure.
  - Severe Accident Region indicates possible core melt.



DOSE ASSESSMENT TEAM NOTIFICATION

1. The Technical Support Team supplies the Dose Assessment Team with an evaluation of the accident type, the release pathway, and the release flow rate. The accident type affects the radionuclide distribution (i.e., percentage of each isotope) used by Dose Assessment to predict off-site doses.
2. The accident type is determined by physical parameters and instrument readings throughout the plant.
3. Complete the checklist below to the extent possible and give to the EOF Dose Assessment Team Leader.

ACCIDENT TYPE

_____ LOCA	_____ Waste Gas Decay Tank Rupture	_____ OTSG Tube Leak
_____ Fuel Handling	_____ Other:_____	

☐ **LOSS-OF-COOLANT ACCIDENT** **TIME OF RX TRIP:**_____

a. Normal Activity ____ Clad Damage ____ Fuel melt ____ (from Enclosure 6)
b. Release pathway information (leak from where to where) _____
c. Release path flow rate (estimated for unmonitored releases) _____
d. Estimated duration _____ Unknown _____
e. Reactor Building spray on/off times _____
f. Auxiliary Building Ventilation (W351): Flow rate _____ Charcoal banks in service A: B: C: D
g. Containment pressure (X147) _____ PSIG
h. Loose Parts Monitor indications No ___ Yes___ Location: _____

☐ **WASTE GAS DECAY TANK RUPTURE**

a. Release pathway: Tank rupture _____ Valve leakage _____ Other_____
b. Tank volume _____ pressure_____
c. Release rate: Unknown_____ Estimate _____ CFM
d. Estimated duration: Unknown_____ Time _____
e. Auxiliary Building Ventilation (W351): Flow rate _____ Charcoal banks in service A: B: C: D

☐ **STEAM GENERATOR TUBE RUPTURE** **TIME OF RX TRIP:** _____

a. Primary-to-secondary leak rate: _____ gpm
b. Core status: Cladding damage ____ Fuel melt ____ Normal ____
c. Leaking OTSG isolated: Yes _____ No _____
d. MSSV Open: Yes____ No____ ADV Open: Yes ____ No ____
e. Condenser vacuum: Yes ____ No ____ RM-A2 In Service?: Yes ____ No ____
f. Potential for change in status of leak: Yes _____ No _____
g. Estimated duration of leak: _____
h. Auxiliary Building Ventilation (W351): Flow rate _____ Charcoal banks in service A: B: C: D

☐ **FUEL HANDLING ACCIDENT**

a. Location of damaged fuel: Pool A ____ Pool B ____ Number of Elements _____
b. Damage caused by: Mechanical impact _____ Overheating _____ Unknown _____
c. Auxiliary Building Ventilation (W351): Flow rate _____ Charcoal banks in service A: B: C: D
d. Release pathway: _____ Unknown _____
e. Estimated duration _____ Unknown _____

Status as of _____ Date: _____ Completed By: _____

SHORT-TERM RECOVERY PLAN GENERIC OUTLINE

PHASE I - INCIDENT STABILITY

1. Verify Security System integrity.
2. Assess integrity of systems required for long-term cooling by system walkdown:
   - Decay Heat
   - Spent Fuel
   - Ventilation
3. Continue cooldown using an appropriate heat removal method.
4. Verify termination of release.

PHASE II - DATA GATHERING

1. Auxiliary Building Filter Changeout and Analysis
2. Plant and Off-Site Radiation Surveys and Dose Assessments
3. Primary System and RB Atmosphere Sampling
4. Debrief key personnel.
5. Equipment inspection/develop damage report:
   - Emergency Feedwater System (including electrical)
   - Makeup System (HPI Valve)
   - PORV and Block Valves
   - Fuel Handling Area
   - Diesel Generator
6. Community Reaction Survey
7. Develop detailed incident report.
8. Establish whole body counting capability for emergency workers.

SHORT-TERM RECOVERY PLAN GENERIC OUTLINE (Continued)

PHASE III - RESTORATION

Based on results of Phase II assessment:

1. Prepare procedures as required.
2. Begin repair efforts.
3. Establish team for system cleanup and waste disposal activities.
4. Establish community educational and public relations activities.
5. Establish Recovery Team organization and off-site support liaison.
6. Re-establish normal site operations.
7. Establish claim office.
8. Assure regulatory communication.
9. Establish technical assessment team (PE, Framatome Technologies, other Architect/Engineer, etc.). [NOCS 10517]
10. Develop long-term organizational recovery responsibilities and plant status objectives.

NOTE: The completed recovery plan and implementing procedures shall be submitted to the PNSC for approval before implementation.

EQUIPMENT INSTRUCTIONS

Accident Assessment Ringdown Monitor

1. Ensure the Accident Assessment Ringdown phone in the Simulator Control Room is off the hook. This phone must be off the hook for the Room 124 speakerphone to function.
2. Ensure the Accident Assessment Ringdown Monitor is connected to phone jack 124-D5.
3. Press the "SP PHONE" button on the Accident Assessment Ringdown Monitor and press the "MUTE" button.

SPDS

1. Ensure both computers and monitors designated for SPDS in northwest corner of Room 124 are turned on.

2. In the "Access Control Client" dialog box, ensure "CR3 SPDS" is selected in the drop-down box (or "SIM SPDS" for drills).

3. Click "LOGON."

4. Press "ALT TAB" until "SPDS" is selected.

TSC / EOF Ringdown Phone

The TSC / EOF Ringdown phone is located in southwest corner of Room 124. This is an automatic circuit that connects when either the TSC phone or EOF phone is taken off the hook.

REVISION SUMMARY FOR REVISION 0 OF EM-402 (June 2003)

Procedure Section	Changes and Reason
Title Page	New POM procedure converted from REP-12 (non-POM) with title retained.
Throughout	Renumbered sections headings, changed attachments into enclosures, updated editorially, changed procedural references based on conversion of other non-POMs into POM procedure, added TOC, and added NOCS numbers per the Writer's Guide.
Section 1.2	Revised wording to better reflect primary responsibilities of the TST.
Section 2.0	Added EM-202 as a reference. Deleted EM-225A through EM-225F, MP-575, OP-417B, B&W TBD and CR3 SAG as references. EM-402 does not reference any of these documents and they provide no direct input into TST responsibilities. The TST is not SAG qualified.
Section 3.1	Deleted definitions of "Candidate High Level Actions (CHLA)" and "Plant Damage Condition (PDC)." These are both SAG terms. EM-402 does not direct the TST to enter or assist in implementing the SAG.
Sections 3.2.2, 3.2.3, and 3.2.4	Revised responsibilities for these positions to better reflect actual practice. One minor functional change for the Operations representative in section 3.2.3. Rather than having the Ops Support Rep perform an independent CSF evaluation, they obtain the CSF assessment prepared by the TSC and verify it is accurate. This would avoid the problem we have had with the TSC and EOF assessing CSFs differently.
Enclosures 1, 2, and 3	Reflect changes in sections 3.2.2, 3.2.3, and 3.2.4.
Enclosure 2	Revised Part II to delete regained, replace challenged with potential loss and lost with loss.
Enclosure 3	Deleted checklist item 11 as this is performed in the OSC by the Chemistry Coordinator and not by this function.
Enclosure 5	Added "Does not meet the criteria for Potential Loss or Loss" to the intact criteria under each of the FPBs and deleted the existing criteria.
Enclosure 9	Added instructions on how to operate the Accident Assessment Ringdown Monitor in Room 124.