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TRANSMITTAL INFORMATION:

TO: ~~GERLACH*ROSE M~~ 06/27/2003
LOCATION: DOCUMENT CONTROL DESK
FROM: NUCLEAR RECORDS DOCUMENT CONTROL CENTER (NUCSA-2)
THE FOLLOWING CHANGES HAVE OCCURRED TO THE HARDCOPY OR ELECTRONIC MANUAL ASSIGNED TO YOU:

126 - 126 - CONTROL ROOM (CR) COMMUNICATOR

REMOVE MANUAL TABLE OF CONTENTS DATE: 06/24/2003

ADD MANUAL TABLE OF CONTENTS DATE: 06/26/2003

CATEGORY: PROCEDURES TYPE: EP

ID: EP-PS-126

REMOVE: REV:18

ADD: REV: 19

REMOVE: PCAF 2003-1328 REV: N/A

UPDATES FOR HARD COPY MANUALS WILL BE DISTRIBUTED WITHIN 5 DAYS IN ACCORDANCE WITH DEPARTMENT PROCEDURES. PLEASE MAKE ALL CHANGES AND ACKNOWLEDGE COMPLETE IN YOUR NIMS INBOX UPON RECEIPT OF HARD COPY. FOR ELECTRONIC MANUAL USERS, ELECTRONICALLY REVIEW THE APPROPRIATE DOCUMENTS AND ACKNOWLEDGE COMPLETE IN YOUR NIMS INBOX.

A045

PROCEDURE COVER SHEET

PPL SUSQUEHANNA, LLC		NUCLEAR DEPARTMENT PROCEDURE	
EMERGENCY PLAN COMMUNICATOR: Emergency Plan Position-Specific Instruction			EP-PS-126 Revision 19 Page 1 of 3
QUALITY CLASSIFICATION: <input type="checkbox"/> QA Program <input checked="" type="checkbox"/> Non-QA Program		APPROVAL CLASSIFICATION: <input type="checkbox"/> Plant <input type="checkbox"/> Non-Plant <input checked="" type="checkbox"/> Instruction	
EFFECTIVE DATE: <u>6-26-2003</u>			
PERIODIC REVIEW FREQUENCY: <u>Two Years</u>			
PERIODIC REVIEW DUE DATE: <u>6-26-2005</u>			
RECOMMENDED REVIEWS: All			
Procedure Owner:		<u>Nuclear Emergency Planning</u>	
Responsible Supervisor:		<u>Primary Operations Coordinator</u>	
Responsible FUM:		<u>Supv.-Nuclear Emergency Planning</u>	
Responsible Approver:		<u>Primary TSC Emergency Director</u>	

EMERGENCY PLAN COMMUNICATOR: Emergency Plan Position-Specific Procedure

WHEN: Emergency plan is activated

HOW NOTIFIED: Assigned while on duty

REPORT TO: Shift Manager/ED

WHERE TO REPORT: Control Room

OVERALL DUTY:

Communicate information on emergency to specified personnel, agencies, and organizations, until the Technical Support Center (TSC) takes over communications.

MAJOR TASKS: **TAB:** **REVISION:**

Perform Event Notifications.

TAB A

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SUPPORTING INFORMATION:

TAB:

Emergency Telephone Instructions	TAB 1
Intentionally Left Blank	TAB 2
Logkeeping	TAB 3
Emergency Plan Communicator Backup Communication Information	TAB 4
Emergency Forms	TAB 5
• Emergency Notification Report	
• Emergency Notification Logsheet	
Brief Non-Technical Descriptions of EAL	TAB 6

REFERENCES:

NUREG-0654, Planning Standards and Evaluation Criteria.

NUREG-0696, Functional Criteria for Emergency Response Facilities

NUREG-0731, Guidelines for Utility Management Structure and Technical Resources,
September 1980

SSES Emergency Plan

NDAP-00-0316, Station Communications

NDAP-QA-0300, Conduct of Operations

OP-AD-003, Shift Routine - Log taking

Letter dated February 25, 2002, from Samuel J. Collins, Director, Office of Nuclear
Reactor Regulations, to Robert G. Byram, Senior Vice President and Chief Nuclear
Officer.

MAJOR TASK:

Perform event notifications.

SPECIFIC TASKS:

HOW:

1. Perform initial event notifications.

1a. Obtain and review Event Notification Report (ENR) form with the Shift Manager/ED.

1b. Within 15 minutes of declaration, using the purple colored phone button, dial "191" to transmit the ENR form to the following:

- (1) Penna. Emergency Management Agency
- (2) Columbia County EMA
- (3) Luzerne County EMA
- (4) Media Operations Center

NOTE:

If the MOC does not answer, do not wait. Transmit the ENR form information to the emergency agencies.

1c. If the "191" function does not work, contact the Emergency Agencies directly. MOC should be contacted last.

HELP

Emergency Telephone Numbers
See TAB 4

1d. Using the TCC Hotline (Button or 8-1-484-634-4090), call the Transmission Control Center and provide the emergency classification.

2. If the Emergency is upgraded, go back to step 1.

SPECIFIC TASKS:

HOW:

3. If the TSC is activated, turn over notifications to the TSC Communicator(s) when conditions allow.

4. If the TSC is not activated, continue notifications as follows:

5. If the TSC is not activated, when the emergency is terminated, perform the following notifications.

4a. Every hour using the purple colored phone button, dial "191" to transmit the ENR form providing a static update to the following:

- Penna. Emergency Management Agency
- Columbia County EMA
- Luzerne County EMA
- Media Operations Center

5a. Using the purple colored phone button, dial "191" to notify the following that the emergency is terminated.

- Penna. Emergency Management Agency
- Columbia County EMA
- Luzerne County EMA
- Media Operations Center