

MANUAL HARD COPY DISTRIBUTION
DOCUMENT TRANSMITTAL 2003-30576

USER INFORMATION:

~~Name: GERBACH*ROSE M EMPL#: 28401 CA#: 0363
Address: NUCSAS
Phone#: 254-3194~~

TRANSMITTAL INFORMATION:

TO: ~~GERBACH*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:

131 - 131 - DAMAGE CONTROL TEAM COORDINATOR (DCTC): EMERGENCY PLAN-POSITION
SPECIFIC PROCEDURE

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-131
REMOVE: REV: 8

ADD: REV: 9

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	
<p align="center">DAMAGE CONTROL TEAM COORDINATOR: Emergency Plan Position-Specific Instruction</p>		<p align="center">EP-PS-131 Revision 9 Page 1 of 3</p>
<p>QUALITY CLASSIFICATION: (X) QA Program () Non-QA Program</p>	<p>APPROVAL CLASSIFICATION: () Plant () Non-Plant (X) Instruction</p>	
<p align="center">EFFECTIVE DATE: <u>6-26-2003</u></p> <p align="center">PERIODIC REVIEW FREQUENCY: <u>2 Years</u></p> <p align="center">PERIODIC REVIEW DUE DATE: <u>6-26-2005</u></p>		
<p>RECOMMENDED REVIEWS: ALL</p>		
<p>Procedure Owner: <u>Nuclear Emergency Planning</u></p> <p>Responsible Supervisor: <u>Manager-Work Management</u></p> <p>Responsible FUM: <u>Supv.-Nuclear Emergency Planning</u></p> <p>Responsible Approver: <u>VP-Nuclear Operations</u></p>		

DAMAGE CONTROL TEAM COORDINATOR (DCTC): Emergency Plan Position-Specific Procedure

WHEN: Technical Support Center (TSC) is activated
HOW NOTIFIED: Phone or Beeper
REPORT TO: Operations (OPS) Coordinator
WHERE TO REPORT: TSC

OVERALL DUTY:

Insure that resources are being allocated on the right priorities.

MAJOR TASKS:	TAB:	REVISION:
Set up Damage Control Team, then notify Operations Coordinator and Emergency Director that you're ready.	TAB A	7
Manage Damage Control efforts to solve problems and repair plant components to mitigate the consequences of the event.	TAB B	3
Make sure information - especially updates on priorities - is being communicated between the Operations Coordinator, Tech Support Coordinator, Damage Control Teams, and, when things change, Emergency Director.	TAB C	4
Direct appropriate coordinator to dispatch India Teams, as required.	TAB D	1
Make sure information and functions that are in progress during shift relief are turned over smoothly.	TAB E	2
When emergency is terminated, help close out your team's activities.	TAB F	1
Deleted Tab	TAB G	
Reset RCIC Back Draft dampers, when required during an emergency.	TAB H	1
Consider options for mitigation of a liquid release via the Spray Pond or Cooling Tower Basin.	TAB I	0

SUPPORTING INFORMATION:

TAB:

Emergency Telephone Instructions	TAB 1
Emergency Organization	TAB 2
Logkeeping	TAB 3
Resetting Back Draft Isolation Dampers During an Emergency	TAB 4
Blowout Panels and Other Building Release Paths	TAB 5
PICSY Overview	TAB 6

REFERENCES:

SSES Emergency Plan

NUREG-0654, Planning Standards and Evaluation Criteria

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

NUREG-0696, Functional Criteria for Emergency Response Facilities

MAJOR TASK:

Set up Damage Control Team, then notify Operations Coordinator and Emergency Director that you're ready.

SPECIFIC TASKS:

HOW:

- | | |
|---|--|
| 1. When you arrive, notify the Security Coordinator if Administrative Coordinator is not available. | 1a. Only the individual Damage Control Team Coordinator and Technical Support Coordinator are required for TSC activation. |
| 2. Ensure Damage Control Staff is in place. | 2a. The following personnel are required to report to the TSC within 60 minutes. They are not required for TSC activation.
(1) Two Rad Monitoring Team Personnel (they report to the West Building)
(2) Four HP Technicians
(3) One Mechanic or Mechanic Foreman
(4) One Electrician/I&C Technician or Electrical/I&C Foreman
(5) One Chemistry Technician
(6) OSC Coordinator
(7) TSC Radio Communicator
(8) Maintenance Coordinator

2b. The following personnel are required to report to the TSC within 90 minutes.
(1) Four HP Technicians
(2) One Electrical/I&C Technician or Electrical/I&C Foreman

2c. Ensure that communication is established with:
(1) Ops Coordinator.
(2) Technical Support Coordinator.
(3) OSC Coordinator |

NOTE:

Communication is crucial because damage control is a team effort.

SPECIFIC TASKS:

HOW:

-
- | | |
|---|---|
| 3. Tell Ops Coordinator and Emergency Director you're ready to take over your responsibilities. | |
| 4. Ensure sufficient personnel to support in-plant teams are available or enroute to the TSC. | 4a. Locate necessary mix of people and make sure enough of them are staged and ready. Sources include:
(1) Maintenance/I&C Coordinators should know who is available, how many, and where they are.
(2) Ops Coordinator.
(3) Chemistry Coordinator.
(4) HP |
| 5. Ensure essential personnel are retained. | 5a. Essential Personnel <ul style="list-style-type: none">- Operations- Health Physics- Maintenance- Chemistry- Security- NERO members 5b. Essential personnel can be released to establish shift rotations if they are not required for initial mitigating actions. |
| 6. Establish radio contact with any in-plant teams. | 6a. Insure Radio communicator establishes contact with any teams dispatched by the Control Room. |
| 7. Obtain initial briefing from the Ops Coordinator or Emergency Director. | 7a. Find out specifically:
(1) What is going on in the plant?
(2) Location of personnel dispatched by the Control Room.
(3) Actions being taken by personnel dispatched from the Control Room.
(4) What are the ED's priorities?
(5) Are teams needed now? Which ones? |