

MANUAL HARD COPY DISTRIBUTION
DOCUMENT TRANSMITTAL 2003-30772

USER INFORMATION:

Name: GERLACH*ROSE M EMPL#: 28401 CA#: 0363

Address: NUSSA2

Phone#: 254-3104

TRANSMITTAL INFORMATION:

TO: ~~GERLACH*ROSE M~~ 06/27/2003

LOCATION: DOCUMENT CONTROL DESK

FROM: NUCLEAR RECORDS DOCUMENT CONTROL CENTER (NUSSA-2)

THE FOLLOWING CHANGES HAVE OCCURRED TO THE HARDCOPY OR ELECTRONIC MANUAL ASSIGNED TO YOU:

325 - 325 - SYSTEMS LEAD ENGINEER: 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-325

REMOVE: REV:5

ADD: REV: 6

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	
SYSTEMS LEAD ENGINEER: Emergency Plan-Position Specific Instruction			EP-PS-325 Revision 6 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 Engineering Support Supervisor</u> Responsible FUM: <u>Supervisor-Nuclear Emergency Planning</u> Responsible Approver: <u>General Manager-Plant Support</u>			

SYSTEMS LEAD ENGINEER:

Emergency Plan Position Specific Procedure

WHEN: When the EOF is activated

HOW NOTIFIED: Paged/Telenotifications Systems

WHERE TO REPORT: General Office AND Emergency Operations Facility

REPORT TO: Engineering Support Supervisor

OVERALL DUTY:

Provide technical data and advice to the Engineering Support Supervisor in support of dose projections, emergency classifications, protective action recommendations, and information dissemination.

MAJOR TASKS:

TAB:

REVISION:

Provide required support for the Emergency Operations Facility.

TAB A

6

Support dose projections, emergency classifications, protective action recommendation process, and information dissemination.

TAB B

5

SUPPORTING INFORMATION:

TAB:

Emergency Telephone Instructions	TAB 1
Emergency Organization	TAB 2
Dose Projection Worksheet	TAB 3
Intentionally Blank	TAB 4
Emergency Classification	TAB 5
Public Protective Action Recommendation Guide	TAB 6
Core Damage Estimate I	TAB 7
Core Damage Estimate II	TAB 8

REFERENCES:

NRC RTM 92,	Nuclear Regulatory Commission Response Team Manual
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
NEDO 22215,	Procedure for the Determination of the Extent of Core Damage Under Accident Conditions

MAJOR TASK:

Provide required support for the Emergency Operations Facility.

SPECIFIC TASK:

HOW:

NOTE:

This position is NOT required for EOF activation. It is desired within 90 minutes of an activation event. One individual reports to General Office and one to EOF.

1. Log in upon arrival.

1a. Augmented support staff will log in on the Ingress/Egress Log located at the EOF Entrance.

(1) Clip on the position specific title badge located on table at entrance to the EOF.

2. Notify the Engineering Support Supervisor of your arrival.

2a. Initial support staff in the G.O. will establish a conference bridge with the TSC and EOF. Use this bridge to notify the Engineering Support Supervisor of your arrival.

NOTE:

Conference bridge telephone numbers are available in the Emergency Telephone Directory located at each work station.

2b. Augmented EOF Engineering Support Staff, upon arrival in the EOF, will notify the Engineering Support Supervisor of your arrival.

3. Verify engineering support equipment is operational.

3a. Verify telephones are functional.

3b. Verify Computer terminals and associated printers are operational.

SPECIFIC TASK:

HOW:

- 3c. Verify PICSY is operational.
- NOTE:**
Report all equipment problems to the NEP Duty Planner.
4. Obtain sufficient knowledge of the event to allow assumption of duties.
- 4a. Obtain information from the Engineering Support Supervisor, Shift Technical Advisor, Technical Support Center or other accurate source.
- 4b. Ensure knowledge of:
- (1) Affected Unit
 - (2) Emergency Classification
 - (3) Any Protective Action Recommendation
 - (4) Source term size
 - (5) Release flowpath
- NOTE:**
Augmented EOF staff can obtain additional information from data posted in the facility.
- 4c. Review and understand status of the event.
5. Provide a briefing on information obtained to the Engineering Support Supervisor upon his arrival at the EOF.
6. Inform the Engineering Support Supervisor of readiness to support the Engineering Support Function.

SPECIFIC TASK:

HOW:

7. Maintain open line of communications between engineering groups located in the GO, TSC and EOF.

- 7a. Maintain the conference bridge established by the initial Engineering Support Staff.

NOTE:

Conference bridge telephone numbers are available in the Emergency Telephone Directory located at each work station.

MAJOR TASK:

Support dose projections, emergency classifications, protective action recommendation process, and information dissemination.

SPECIFIC TASK:

HOW:

1. Complete "DOSE PROJECTION WORKSHEET" to support dose projections and protective action recommendations.

HELP
DOSE PROJECTION WORKSHEET
 See TAB 3

2. Review the current Emergency Classification and monitor for potential upgrade.

- 2a. Notify the Engineering Support Supervisor or Recovery Manager if the potential for escalation of the emergency classification exists.

HELP
EMERGENCY CLASSIFICATION
 See TAB 5

3. Maintain ongoing awareness of plant status.

- 3a. At a minimum, ensure ongoing awareness of the following:
 - (1) Status of reactivity control
 - (2) Decay heat removal
 - (3) Backup heat removal capability
 - (4) Integrity of fuel cladding, RX vessel, primary containment, and secondary containment
 - (5) Hydrogen generation
 - (6) Status of radiological release

4. Provide technical information to the NRC Response Team and MOC Technical Briefer(s), when requested.

5. Update the Engineering Support Supervisor (ESS), when new information becomes available.

- 5a. Advise the ESS immediately if you become aware of information that could change the emergency classification or PAR.

SPECIFIC TASK:

HOW:

- 5b. Advise the ESS immediately if you provide information believed to be incomplete or inaccurate in a briefing.
- 5c. Use three part communications during exchange of critical information.