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

324 - 324 - FUELS 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-324

REMOVE: REV: 9

ADD: REV: 10

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AD45

PROCEDURE COVER SHEET

PPL SUSQUEHANNA, LLC	NUCLEAR DEPARTMENT PROCEDURE	
FUELS LEAD ENGINEER: Emergency Plan Position-Specific Instruction		EP-PS-324 Revision 10 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 Supv.</u> Responsible FUM: <u>Supv.-Nuclear Emergency Planning</u> Responsible Approver: <u>General Manager-Plant Support</u>		

FUELS LEAD ENGINEER:

Emergency Plan Position Specific Procedure

WHEN: When the EOF is activated
HOW NOTIFIED: Paged/Telenotifications System
WHERE TO REPORT: General Office AND Emergency Operations Facility
REPORT TO: Engineering Support Supervisor

OVERALL DUTY:

Provide fuel assessment and status information to the Engineering Support Supervisor in support of dose projections, emergency classifications, protective action recommendation, and information dissemination.

MAJOR TASKS:

TAB:

REVISION:

Provide required support for the
Emergency Operations Facility.

TAB A

7

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

TAB B

6

SUPPORTING INFORMATION:

TAB:

Fuel Damage Worksheet	Tab 1
Intentionally Blank	Tab 2
Dose Projection Worksheet	Tab 3
Core Damage Estimate I (Primary System Breach Inside Containment)	Tab 4
Core Damage Estimate II (Small or No Primary System Breach Inside Containment)	Tab 5
Emergency Classification	Tab 6
Public Protective Action Recommendation Guide	Tab 7

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 workstation. |
| 3. | Verify engineering support equipment is operational. | 2b. Augmented EOF Engineering Support Staff, upon arrival in the EOF, will notify the Engineering Support Supervisor of your arrival.

3a. Verify telephones are functional.

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

SPECIFIC TASK:

HOW:

-
- | | | | |
|----|---|-----|---|
| 4. | Obtain sufficient knowledge of the event to allow assumption of duties. | 3c. | Verify PICSY is operational.

NOTE:
Report all equipment problems to the NEP Duty Planner. |
| 5. | Provide a briefing on information obtained to the Engineering Support Supervisor upon his arrival at the EOF. | 4a. | Obtain information from the Engineering Support Supervisor, Shift Technical Advisor, Technical Support Center or other accurate source. |
| 6. | Maintain open line of communications between engineering groups located in the GOESC, TSC and EOF. | 4b. | Ensure knowledge of:
(1) Affected Unit
(2) Emergency Classification
(3) Any Protective Action Recommendation
(4) Source term size
(5) Release flowpath
(6) Review and understand status of unaffected unit

NOTE:
Augmented EOF staff can obtain additional information from data posted throughout the facility. |
| | | 6a. | 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. |

SPECIFIC TASK:

HOW:

7. Establish/maintain an Engineering Support Action Log.

7a. List all action items and assignments, listing:
a) Initial time
b) Disposition (open/closed)
c) Time of closure

MAJOR TASK:

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

SPECIFIC TASK:

HOW:

1. Notify the Engineering Support Supervisor, Dose Assessment Staffer and TSC Dose Calculator of initial fuel damage estimate.

- 1a. Determine the amount and type of fuel damage using the Core Damage Estimate "HELP" tabs and complete the Fuel Damage Worksheet.

NOTE:

Core Damage Estimate I should be used when there is a primary system breach inside containment. Core Damage Estimate II should be used when there is a small or no primary system breach inside containment.

HELP

**CORE DAMAGE ESTIMATE I
(Primary System Breach Inside
Containment)
See TAB 4**

HELP

**CORE DAMAGE ESTIMATE II
(Small or No Primary System Breach
Inside Containment)
See TAB 5**

HELP

**FUEL DAMAGE WORKSHEET
See TAB 1**

NOTE:

Work with the responding Systems Lead Engineer and MOC Tech Briefer as required to complete Fuel Damage Worksheet.

SPECIFIC TASK:

HOW:

2. Refine the fuel damage estimate as more data becomes available. Provide this information to the Engineering Support Supervisor, Dose Assessment Staffer, and Dose Calculator.

2a. Use the instructions located in the Core Damage Estimate "HELP" tabs.

2b. If PASS data becomes available, contact Nuclear Fuels Engineering to perform a fuel damage calculation and transmit PASS data.

3. Ensure Dose Assessment Staffer has the fuel damage estimates and other needed information required to perform Dose Calculations.

3a. Work with the Systems Lead Engineer to obtain needed information.

NOTE:

The "Dose-Projection Worksheet" contains available options/assumptions used in the dose projection calculations.

HELP

DOSE PROJECTION WORKSHEET
See TAB 3

4. Continue monitoring plant data and status for changes that could affect dose projections, change in emergency classification, and/or protective action recommendations.

4a. Review emergency classifications to monitor for potential upgrade.

HELP

EMERGENCY CLASSIFICATIONS
See TAB 6

5. Provide technical information to the NRC Response Team and MOC Technical Briefers as required.

4b. Notify the Engineering Support Supervisor or Recovery Manager if potential for escalation of emergency classification exists.

SPECIFIC TASK:

HOW:

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

6a. Advise the ESS immediately if you become aware of information that could change the emergency classification or PAR.

6b. Advise the ESS immediately if you provide information believed to be incomplete or inaccurate in a briefing.

6c. Use three part communications during exchange of critical information.