



**Entergy Nuclear Northeast**  
**Vermont Yankee**  
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July 23, 2003  
BVY 03-065

U.S. Nuclear Regulatory Commission  
ATTN: Document Control Desk  
Washington, DC 20555

Subject: Vermont Yankee Nuclear Power Station  
License No. DPR-28 (Docket No. 50-271)  
Vermont Yankee Emergency Plan Implementing Procedure Changes

In accordance with 10 CFR 50.54(q), enclosed are the latest changes to the following Vermont Yankee Emergency Plan Implementing Procedures including the change memos and the 10 CFR 50.54(q) Evaluation Checklists:

OP 3506, Rev. 43  
OP 3505, Rev. 24, LPC#2  
OP 3547, Rev. 1, LPC#2

These changes were determined to not need prior NRC review and approval.

If you have any questions, please contact Audra Williams, Emergency Planning Coordinator, in our Brattleboro office at (802) 258-4177.

Sincerely,

ENTERGY NUCLEAR NORTHEAST  
VERMONT YANKEE

Lori Tkaczyk  
Emergency Planning Manager

Attachments

cc: USNRC Region 1 Administrator  
USNRC Resident Inspector – VYNPS  
USNRC Project Manager – VYNPS (no attachments)  
David M. Silk, Senior Emergency Preparedness Specialist,  
USNRC Region 1  
Vermont Department of Public Service

A045

## **E-Plan Implementing Plant Procedures**

To: E-Plan Implementing Procedure Controlled Set Holders  
From: Technical Support - DCC - Angela M. Hogan  
Date: 07/23/2003  
Re: Entergy Vermont Yankee Emergency Plan Implementing Procedure Change 218,  
Instruction Sheet

A new Table of Contents is included.

### **LPCs:**

The following LPC should be incorporated into the appropriate procedures:

<b><u>Proc/Rev #</u></b>	<b><u>LPC #</u></b>	<b><u>Procedure Title</u></b>
OP 3505/24	2	Emergency Preparedness Exercises and Drills
OP 3547/1	2	Security Actions During an Emergency

### **REVISIONS:**

The following Revs should replace the appropriate procedures:

<b><u>Proc/Rev #</u></b>	<b><u>Procedure Title</u></b>
OP 3506/43	Emergency Equipment Readiness Check

**Vermont Yankee Emergency Plan Implementing Procedures**

**Table of Contents**

**July 23, 2003**

<b>Title</b>	<b>Number</b>	<b>Revision</b>	<b>LPC #</b>	<b>Use Classification</b>
Emergency Plan Classification and Action Level Scheme	AP 3125	Rev. 19		"Reference"
Emergency Communications	OP 3504	Rev. 36	1	"Reference"
Emergency Preparedness Exercises and Drills	OP 3505	Rev. 24	2	"Information"
Emergency Equipment Readiness Check	OP 3506	Rev. 43	1	"Reference"
Emergency Radiation Exposure Control	OP 3507	Rev. 30		"Reference"
On-Site Medical Emergency Procedure	OP 3508	Rev. 23		"Reference"
Environmental Sample Collection During an Emergency	OP 3509	Rev. 17		"Reference"
Off-Site and Site Boundary Monitoring	OP 3510	Rev. 27		"Reference"
Off-Site Protective Action Recommendations	OP 3511	Rev. 12		"Reference"
Evaluation of Off-Site Radiological Conditions	OP 3513	Rev. 21		"Reference"
Emergency Actions to Ensure Initial Accountability and Security Response	OP 3524	Rev. 20		"Reference"
Radiological Coordination	OP 3525	Rev. 10		"Reference"
Emergency Call-In Method	OP 3531	Rev. 16		"Reference"
Emergency Preparedness Organization	AP 3532	Rev. 11		"Information"
Post Accident Sampling of Reactor Coolant	OP 3533	Rev. 6	1	"Continuous"
Post Accident Sampling of Plant Stack Gaseous Releases	OP 3534	Rev. 4		"Continuous"
Post Accident Sampling and Analysis of Primary Containment	OP 3535	Rev. 4		"Continuous"
In Plant Air Sample Analysis with Abnormal Condition	OP 3536	Rev. 2		"Continuous"
Control Room Actions During an Emergency	OP 3540	Rev. 3		"Reference"
Activation of the Technical Support Center (TSC)	OP 3541	Rev. 2		"Reference"
Operation of the Technical Support Center (TSC)	OP 3542	Rev. 2		"Reference"
Activation of the Operations Support Center (OSC)	OP 3543	Rev. 0		"Reference"
Operation of the Operations Support Center (OSC)	OP 3544	Rev. 3		"Reference"
Activation of the Emergency Operations Facility/Recovery Center (EOF/RC)	OP 3545	Rev. 2		"Reference"
Operation of the Emergency Operations Facility/Recovery Center (EOF/RC)	OP 3546	Rev. 3		"Reference"
Security Actions During an Emergency	OP 3547	Rev. 1	2	"Reference"
Emergency Plan Training	OP 3712	Rev. 17		"Information"

**PREAPPROVED LPC FORM**

**PART 1 – Initiation**

**Converted to Admin. Revision #**

**LPC No:** 2

<b>A. Procedure No.:</b> OP 3505	<b>Current Revision #:</b> 24	<b>Title:</b> Emergency Preparedness Exercises and Drills
<b>B. Description of Change:</b>		
<ul style="list-style-type: none"> <li>• Changed Emergency Planning Drill/Exercise/Training Coordinator (EPDETC) to Emergency Planning Drill/Exercise Coordinator (EPDEC)</li> <li>• Removed Dir of Public Affairs &amp; Human Resources</li> </ul>		
<b>C. Reason for Change:</b>		
<input type="checkbox"/> Result of Design Change, Minor Mod, EDCR _____ <input type="checkbox"/> Related ER No. _____ <input checked="" type="checkbox"/> Other: <u>Title changes</u> <input type="checkbox"/> Editorial		
<b>D. Duration:</b>	<input checked="" type="checkbox"/> Permanent <input type="checkbox"/> One Time Only	<b>I. Originator (Print/Sign/Date)</b> (Use AP 0096, App. A as a reference) (Complete & attach AP 0096 App. C, unless editorial)  Audra Williams 7/1/03 <i>Audra Williams</i>
<b>E. Surveillance Database Change?</b>	<input type="checkbox"/> Yes, change submitted <input checked="" type="checkbox"/> No	
<b>F. Procedure Type:</b>	<input checked="" type="checkbox"/> Technical <input type="checkbox"/> Admin. (AP,PP)	
<b>G. AP 0091, Risk Assessment</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
<b>H. Page(s) affected:</b> <u>pgs 6, 9, 13-15 of 17</u>		

**PART 2 - Review/Approval (Refer to LPC Criteria of Appendix A)**

<b>A. Technical Verification Review (Print/Sign/Date)</b> (Use AP 0096, Appendix B as a reference) <input type="checkbox"/> N/A <i>Lori A Tkaczyk Lori A. Tkaczyk 7/1/03</i> (May perform Qualified Review) (N/A if editorial change)	<b>B. Cross-Discipline Review(s) (Print/Sign/Date)</b> <input type="checkbox"/> N/A Audra Williams 7/1/03 <i>Audra Williams</i>
<b>C. Qualified Review (Print/Sign/Date)</b> (Use AP 0096, Appendix D, as a reference) <input type="checkbox"/> N/A Audra Williams <i>Audra Williams 7/1/03</i> (N/A if editorial change)	<b>D. 50.59 review completed type:</b> <input type="checkbox"/> AD/Screen <input type="checkbox"/> Evaluation <input checked="" type="checkbox"/> N/A (N/A if editorial change)  <input checked="" type="checkbox"/> 50.54(q) (EPIP only)
<b>E. RPO Approval (Print/Sign/Date)</b> <i>Brian M. Finn Brian M. Finn 7/7/03</i>	<b>F. IF 50.59 Evaluation:</b> <input checked="" type="checkbox"/> N/A PORC Mtg. Date:
<b>G. Plant Manager (Print/Sign/Date) (SPs only)</b> N/A	
<b>H. Training: (Required for Admin Procedures, unless editorial)</b> <input type="checkbox"/> N/A	
<b>I. Effective Date:</b> 7/23/03	

CDS Initials MS

VERMONT YANKEE NUCLEAR POWER STATION

**OPERATING PROCEDURE**

OP 3505

REVISION 24

**EMERGENCY PREPAREDNESS EXERCISES AND DRILLS**

USE CLASSIFICATION: **INFORMATION**, except for Appendix A,  
which is classified as **CONTINUOUS**

LPC No.	Effective Date	Affected Pages
1	07/26/02	14 of 17; VYOPF 3505.01 Pg 4 of 4
2	07/23/03	6, 9, 13 through 15 of 17

**Implementation Statement: N/A**

Issue Date: 06/06/02

## PROCEDURE

### A. Emergency Preparedness Exercise/Drill

#### NOTE

A full participation exercise shall be conducted every two years. At least one drill involving a combination of some of the principal functional areas of emergency response shall be conducted in the interval between biennial exercises. State and off-site agencies may participate in drills.

#### 1. Working Exercise/Drill Groups

a. The following working groups exist solely to support the planning, conduct, and evaluation of the exercise/drill:

##### 1) Exercise/Drill Planning Committee

a) This group has policy level, broad oversight, and decision-making responsibilities associated with the annual exercise/drill, and is made up of the following members:

- Vice President, Vermont Yankee
- Director of Safety & Regulatory Affairs
- Director of Human Resources & Public Affairs
- Plant Manager
- Emergency Planning Drill/Exercise Coordinator
- Emergency Plan Manager
- Training Superintendent

b) Members of this group have the authority to commit resources from their organizations. Not all members of this group will have access to scenario information other than objectives and other information available to participants, such as extent of play.

c) This group may delegate responsibilities as defined in Section 2 of this procedure to other individuals as warranted.

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2. Individual Responsibilities

a. Director of Human Resources & Public Affairs

- 1) The Director of Human Resources & Public Affairs (or designated alternate) has overall responsibility for the Emergency Preparedness Program which includes the Emergency Preparedness Exercises/Drills.

b. Emergency Planning Drill/Exercise Coordinator (EPDEC)

- 1) The Emergency Planning Drill/Exercise Coordinator's responsibilities include the following:
  - a) Ensure for a successful drill and exercise through coordination of the activities of the Exercise/Drill Planning and Support Group, the Scenario Development Group, and Exercise/Drill Controller Group.

**NOTE**

For full participation exercises, the selected simulated accident tests the various components of on-site and off-site plans and organizations and calls for the mobilization of off-site agencies.

- b) Ensure the Scenario Development Group selects a simulated accident that tests the various elements of the Vermont Yankee Emergency Plan and its implementing procedures.
- c) Prepare a list of all events, recognized by plant personnel, that would be accomplished in an actual emergency, but which are not carried out during the exercise/drill.
- d) Obtain controllers to evaluate the performance of participating personnel and the adequacy of emergency facilities, equipment and procedures during the exercise/drill.
- e) Ensure controllers have had initial controller training as detailed in OP 3712.
- f) Ensure that assumed emergency conditions are translated into simulated instrument responses and information for use during the exercise/drill.

**d. Emergency Plan Liaison**

- 1) The Emergency Plan Liaison provides assistance to the off-site response organizations in planning and preparations for the exercise/drill.**
  - a) Assist in determining the off-site objectives for the exercise/drill for each state through active liaison with the States, and FEMA.**
  - b) Contact appropriate off-site agencies to determine their degree of participation. Refer to the listing of off-site agencies on the Emergency Preparedness Exercise/Drill Planning Form.**
  - c) Ensure that all Letters of Agreement stipulated in Appendix E of the Vermont Yankee Emergency Plan are current, by reviewing findings documented on the Emergency Preparedness Exercise/Drill Planning Form (VYOPF 3505.01). If not current, make necessary update action.**

**B. Drills**

**1. Medical Drills**

- a. Conduct at least one drill annually to evaluate the training of the plant's medical response team and off-site medical response personnel. This drill may be performed as part of the required annual emergency preparedness exercise, fire drill, or as a stand alone Medical Drill.**
- b. The EPDEC and Safety Coordinator develop a drill scenario. Utilize the Medical Drill Planning Form, VYOPF 3505.03, for Medical Drill planning and approval.**
- c. The Emergency Plan Liaison contacts off-site medical response personnel (ambulance and hospital) to request their participation in the drill.**
- d. The Emergency Plan Liaison contacts the Vernon Police to notify them of the date and time of the drill.**

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e. Prior to the drill, the EPDETC ensures the following are notified:

- 1) Radiation Protection Manager
- 2) Operations Manager
- 3) Security Manager
- 4) NRC Resident Inspector
- 5) Safety Coordinator

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f. The EPDEC briefs controllers on the drill and issues Emergency Exercise/Drill Controller's Evaluation Form, VYOPF 3505.02.

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g. The EPDEC conducts a critique for controllers and participants to present their observations and comments. All weaknesses and deficiencies are documented and resolved as outlined in Section C.

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h. All Emergency Exercise/Drill Controller's Evaluation Forms are collected by the EPDEC at the conclusion of the critique.

2. Health Physics Drills

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a. A drill is conducted semi-annually which involves response to and analysis of, simulated elevated in-plant airborne and liquid samples, and direct radiation measurements in the environment (inside plant or outside of plant). The semi-annual Health Physics Drills are conducted as follows:

- 1) One of the drills may be performed as part of the required Emergency Preparedness Exercise/Drill.
- 2) One of the drills is performed separately, and following the guidelines outlined in this procedure.
- 3) One of the drills should include use of the post-accident sampling system.

**NOTE**

Time frame to conduct the drill should allow enough time for obtaining and counting planned drill chemistry samples.

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b. In conjunction with the Chemistry Manager and the Radiation Protection Manager, the EPDEC directs the development of a drill scenario utilizing the Health Physics Drill Planning Form, VYOPF 3505.05.

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c. The EPDEC briefs controllers on the drill and distributes Emergency Exercise/Drill Controller's Evaluation Form, VYOPF 3505.02.

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d. The EPDEC conducts a critique for controllers and participants to present their observations and comments. All weaknesses and deficiencies are documented and resolved as outlined in Section C.

3. Radiological Monitoring Drills

a. At least one drill is conducted each year to evaluate on-site and off-site collection and analysis of airborne sample media. This drill may be performed as part of the required Emergency Preparedness Exercise/Drill.

4. Fire Drills

a. Plant's Fire Brigade

A number of drills are conducted annually to test and evaluate the response and training of the plant's fire brigade. These fire drills are conducted per AP 3700, Fire Training, and 10CFR50 Appendix R.

b. Local Fire Department Participation

The Vernon Fire Department is annually offered the opportunity to participate in an onsite fire drill to demonstrate the coordination between the Vernon Fire Department and the plant's fire brigade. The drill is conducted as follows:

- 1) The Fire Brigade Instructor (FBI) and EPDEC develop a drill scenario utilizing FBTPD, Appendix E, and VYOPF 3505.06, Off-Site Participation Fire Drill Planning Form. Ensure that the proper approval signatures are obtained on form prior to initiating drill.
- 2) The FBI and EPDEC briefs controllers on the drill and distributes Emergency Exercise/Drill Controller's Evaluation Form, VYOPF 3505.02 and FBTPD.
- 3) The FBI and EPDEC conduct a critique for controllers and participants to present their observations and comments. All weaknesses and deficiencies are documented and resolved as outlined in Section C.

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### 10 CFR 50.54(q) Evaluation Checklist

List of Emergency Plan Section(s)/Emergency Plan Implementing Procedure(s) or any other document to be evaluated. (Include Title and Revision No.):

OP 3505, Rev. 24, LPC #2, Emergency Preparedness Exercises and Drills

**A. Screening Evaluation**

Based on a review of the following questions, determine if the change has the potential to affect our ability to meet the standards of 10 CFR 50.47(b) and the requirements of Appendix E to 10 CFR 50.

A "YES" answer to any part of the questions requires that a written evaluation be done to determine whether the effectiveness of the Emergency Plan was decreased as specified in Section B of this checklist.

A "NO" answer to all questions requires no written evaluation as specified in Section B of this checklist.

	YES	NO
<b>1. Could the proposed change affect our ability to meet the following standards of 10CFR50.47(b):</b>		
(1) Assignment of Emergency Response Organization responsibilities		X
(2) Assignment of on-shift Emergency Response Organization personnel		X
(3) Arrangements for Emergency Response Support and Resources		X
(4) Emergency Classification and Action levels, including facility system and effluent parameters		X
(5) Notification Methods and Procedures		X
(6) Emergency Communications among principal response organizations and the public		X
(7) Public Education and Information		X
(8) Adequacy of Emergency Facilities and Equipment		X
(9) Adequacy of Accident Assessment methods, systems and equipment		X
(10) Plume exposure pathway EPZ protective actions		X
(11) Emergency Worker Radiological Exposure Control		X
(12) Medical Services for contaminated injured individuals		X
(13) Recovery and Reentry Plans		X
(14) Emergency response periodic drills and exercises		X
(15) Radiological Emergency Response Training		X
(16) Plan development, review and distribution		X

**10 CFR 50.54(q) Evaluation Checklist (Continued)**

YES	NO
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2. Could the change affect our ability to meet the following requirements of Appendix E to 10CFR50

- (1) Section IV. A - Organization
- (2) Section IV. B - Assessment Actions
- (3) Section IV. C - Activation of Emergency Organizations
- (4) Section IV. D - Notification Procedures
- (5) Section IV. E - Emergency Facilities and Equipment
- (6) Section IV. F - Training
- (7) Section IV. G - Maintaining Emergency Preparedness
- (8) Section IV. H - Recovery

	X
	X
	X
	X
	X
	X
	X
	X

**B. Effectiveness Determination**

For each applicable (i.e., a "yes" answer specified) standard to 10CFR50.47(b) and Appendix E to 10CFR50 identified from Section A above, complete the evaluation form below to determine whether the change decreases the effectiveness of the Emergency Plan and whether it continues to meet the stated applicable standard or requirement.

A facsimile of the evaluation form may be used as needed and attached to this checklist.

For applicable item 10CFR50. n/a of Section A above, this change  
 DOES  DOES NOT decrease the effectiveness of the Emergency Plan and  
 DOES  DOES NOT continue to meet the stated applicable standard or requirement.

**BASIS FOR ANSWER:**

The changes made were title changes only. The Director of Human Resources and Public Affairs is no longer responsible for the Emergency Preparedness Program as outlined in the procedure. The Emergency Plan Manager has assumed overall responsibility for the Emergency Preparedness Program including exercises and drills. This does not decrease the effectiveness of the plan and continues to meet all standards/requirements.

10 CFR 50.54(q) Evaluation Checklist (Continued)

C. Conclusion (Fill out appropriate information)

- The changes made do not decrease the effectiveness of the Emergency Plan and continue to meet the standards of 10CFR50.47(b) and the requirements of Appendix E to 10CFR50.
- The changes made do decrease the effectiveness of the Emergency Plan and decrease our ability to meet the standards of 10CFR50.47(b) and the requirements of Appendix E to 10CFR50. The following course of action is recommended:
  - Revise proposed changes to meet applicable standards and requirements.
  - Cancel the proposed changes.
  - Process proposed changes for NRC approval prior to implementation in accordance with 10CFR50.54(q).

D. Impact on Other Documents (TRM, Tech Specs)

Keywords used in search: \_\_\_\_\_

- This change does not affect any other documents.
- This change does affect other documents.

Document(s) affected: OP 3712

Section(s) affected: \_\_\_\_\_

E. Impact on the Updated FSAR

Use AP 6036 to determine if the proposed E-Plan change modifies existing UFSAR information or requires the addition of new UFSAR information and initiate UFSAR change(s) as required.

Keywords used in UFSAR search: \_\_\_\_\_

Additional Comments:

Prepared By: Audra Williams *Audra Williams* Date: 7/1/03  
(Print/Sign)

Reviewed By: Lori A Tkaczyk *Lori A. Tkaczyk* Date: 7/1/03  
(Emergency Plan Coordinator) (Print/Sign)

**APPENDIX C  
CROSS-DISCIPLINE REVIEW CHECKLIST**

Required to be completed for new procedures, procedure revisions, and LPCs unless they are designated as Editorial.

Procedure Number/Revision OP 3505, Rev. 24, LPC#2  
Reviewer/Date (Print) Audra Williams 7/1/03

**GENERAL REVIEW GUIDELINES/SPECIAL REVIEW REQUIREMENTS**

- The Cross-Discipline Review Guidelines below constitute minimum review requirements; other reviews may apply.
- Determination of reviews should focus on *changes* made to a procedure and the potential impact of those changes on the affected group. Changes that are minimally or nonimpacting do not need review by the potentially affected group. If change impact is unclear, the procedure should be routed to the potentially affected group for review.
- New or revised Administrative or Program Procedures that significantly impact other departments, shall be reviewed by the appropriate Superintendent or Senior Manager. The PAA maintains a list of these Administrative and Program Procedures.
- ALL noneditorial changes to Special Process procedures (WP, NE, heat treating, etc.), including Vendor Procedures that address Special Processes, shall be reviewed by: a Welding Engineer (welding procedures) or a NDE Level III certified in the method addressed by the procedure (nondestructive examination procedures), AND the Quality Assurance Manager, AND submitted to the Authorized Nuclear Inservice Inspector (ANII) prior to use.
- A "YES" indicates that a Cross Discipline Review shall be done by the indicated Department. Document the review on VYAPF 0096.01, VYAPF 0097.01, or VYAPF 0097.02, as applicable.

	APPLICABLE	
	YES	NO
<b>Chemistry:</b> <ul style="list-style-type: none"> <li>• Potentially affects condensate, feedwater, or reactor water chemistry, or chemistry instruments.</li> <li>• Procedures that implement the requirements of the VY Environmental Program. (see PP 7603, Appendix A)</li> <li>• Produces/affects effluents or effluent monitoring (VY/QA 01-015).</li> <li>• Affects NPDES limits or method of compliance.</li> </ul>		X
<b>Maintenance (Mech, Elec, I&amp;C):</b> <ul style="list-style-type: none"> <li>• Requires Maintenance personnel to perform activities, such as performance of maintenance procedures, installation of M&amp;TE, lifting and landing of leads and connectors.</li> </ul>		X
<b>Operations:</b> <ul style="list-style-type: none"> <li>• Changed requirements for entry into a Limiting Condition for Operation (LCO) or significantly changes duration of LCO.</li> <li>• Requires Operations alignment/restoration of systems or components.</li> <li>• Specifies surveillance or post maintenance testing by Operations.</li> </ul>		X
<b>EOP/SAG Coordinator:</b> <ul style="list-style-type: none"> <li>• Procedures that have the potential to affect the EOPs/SAGs.</li> </ul>		X

**APPENDIX C (Continued)**

	APPLICABLE	
	YES	NO
<b>Quality Assurance:</b> <ul style="list-style-type: none"> <li>• Changes to procedures that implement the requirements of the VOQAM. (see PP 7802, Appendix B)</li> <li>• New procedures that have a potential for reduction of VOQAM commitments.</li> <li>• Obtain and attach a 10CFR50.54(a)(3) evaluation.</li> </ul>		X
<b>Radiation Protection:</b> <ul style="list-style-type: none"> <li>• Involves work in contaminated areas and high radiation areas.</li> <li>• Involves work that breaches contaminated systems or components.</li> <li>• Changes in radwaste or hazardous waste generation.</li> </ul>		X
<b>Emergency Plan Coordinator:</b> <ul style="list-style-type: none"> <li>• Emergency Plan Implementing Procedures.</li> <li>• Obtain and attach a 10CFR50.54(q) Evaluation.</li> <li>• Affects Emergency Plan personnel, facilities or equipment.</li> </ul>	X	
<b>Software Quality Assurance Administrator</b> <ul style="list-style-type: none"> <li>• Procedures that define how software is developed.</li> </ul>		X
<b>Reactor Engineering:</b> <ul style="list-style-type: none"> <li>• Could affect core reactivity, thermal power, reactor heat balance, or fuel integrity.</li> <li>• Involves refueling operations.</li> </ul>		X
<b>Systems/Project/Design Engineering:</b> <ul style="list-style-type: none"> <li>• Maintenance Rule in-scope systems unavailability time.</li> <li>• Involves infrequently performed test or evolution.</li> <li>• Changed requirements for entry into a Limiting Condition for Operation (LCO) or significantly changes duration of LCO.</li> <li>• Significant changes in system test or operation methodology.</li> </ul>		X
<b>Appendix J Coordinator:</b> <ul style="list-style-type: none"> <li>• Changes that affect App. J leakrates or containment boundaries, or boundary valve manipulation.</li> </ul>		X
<b>Appendix R Coordinator:</b> <ul style="list-style-type: none"> <li>• Appendix R implementing procedures.</li> </ul>		X
<b>Environmental Qualification (EQ) Coordinator:</b> <ul style="list-style-type: none"> <li>• Change in EQ test methodology or component lifetime.</li> <li>• Potentially affects area EQ component environment.</li> </ul>		X
<b>Fire Protection Coordinator (FPC):</b> <ul style="list-style-type: none"> <li>• Fire Protection procedures.</li> <li>• Affects fire loading</li> <li>• Affects fire barrier integrity.</li> <li>• Affects fire protection systems or component functionality.</li> </ul>		X
<b>IST Program Coordinator:</b> <ul style="list-style-type: none"> <li>• Inservice Testing Program implementing procedures.</li> <li>• All surveillance procedures.</li> </ul>		X
<b>ISI Program Coordinator:</b> <ul style="list-style-type: none"> <li>• Inservice Inspection Program implementing procedures.</li> </ul>		X

**APPENDIX C (Continued)**

	APPLICABLE	
	YES	NO
<b>Setpoint Coordinator:</b> <ul style="list-style-type: none"> <li>• Changes that impact setpoints, as-found/as-left tolerances, M&amp;TE or testing methodology.</li> </ul>		X
<b>Nuclear &amp; PRA</b> <ul style="list-style-type: none"> <li>• Potentially affects IPEEE or ORAM Sentinel Risk Models.</li> <li>• Potentially affects plant SSCs reliability.</li> <li>• Potentially affects Nuclear or Radiological Safety Analysis.</li> </ul>		X
<b>Security:</b> <ul style="list-style-type: none"> <li>• Procures that implement the requirements of the VY Physical Security and Training and Qualification Plans.</li> <li>• Changes that have a potential for reduction of the VY Physical Security and Training and Qualification Plan commitments.</li> <li>• Obtain and attach a 10CFR50.54(P) Evaluation.</li> </ul>		X



**PREAPPROVED LPC FORM**

**PART 1 - Initiation**

Converted to Admin. Revision #

LPC No: **2**

A. Procedure No.: <b>OP 3547</b>	Current Revision #: <b>1</b> <i>LPC no. 2</i>	Title: <b>Security Actions During An Emergency</b>
B. Description of Change: <p align="center"><b>Deleting one reference of AP0864 and changing it to ENN-OM-105</b></p>		
C. Reason for Change: <input type="checkbox"/> Result of Design Change, Minor Mod, EDCR <input type="checkbox"/> Related ER No. _____ <input type="checkbox"/> Other: _____ <input checked="" type="checkbox"/> Editorial		
D. Duration: <input checked="" type="checkbox"/> Permanent <input type="checkbox"/> One Time Only	E. Surveillance Database Change? <input type="checkbox"/> Yes, change submitted <input checked="" type="checkbox"/> No	I. Originator (Print/Sign/Date) (Use AP 0096, App. A as a reference) (Complete & attach AP 0096 App. C, unless editorial) <b>GARY SHORR</b> <b>7/10/03</b>
F. Procedure Type: <input checked="" type="checkbox"/> Technical <input checked="" type="checkbox"/> Admin. (AP,PP)	G. AP 0091, Risk Assessment <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>Gary Shorr</b>
H. Page(s) affected: <b>5 of 8</b>		

**PART 2 - Review/Approval (Refer to LPC Criteria of Appendix A)**

A. Technical Verification Review (Print/Sign/Date) (Use AP 0096, Appendix B as a reference) <input checked="" type="checkbox"/> N/A	B. Cross-Discipline Review(s) (Print/Sign/Date) <input checked="" type="checkbox"/> N/A
(May perform Qualified Review) (N/A if editorial change)	
C. Qualified Review (Print/Sign/Date) (Use AP 0096, Appendix D, as a reference) <input checked="" type="checkbox"/> N/A	D. 50.59 review completed type: <input type="checkbox"/> AD/Screen <input type="checkbox"/> Evaluation <input checked="" type="checkbox"/> N/A (N/A if editorial change) <input checked="" type="checkbox"/> 50.54(q) (EPIP only)
E. RPO Approval (Print/Sign/Date) <b>7/7/03</b> <b>Brian M. Finn</b>	F. IF 50.59 Evaluation: PORC Mtg. Date: <input checked="" type="checkbox"/> N/A
G. Plant Manager (Print/Sign/Date) (SPs only) <b>David M. Finn</b>	
H. Training: (Required for Admin Procedures, unless editorial) <input checked="" type="checkbox"/> N/A	
I. Effective Date: <b>7.23.03</b>	

CDS Initials **MCX**

VERMONT YANKEE NUCLEAR POWER STATION

**OPERATING PROCEDURE**

**OP 3547**

**REVISION 1**

**SECURITY ACTIONS DURING AN EMERGENCY**

**USE CLASSIFICATION: REFERENCE**

LPC No.	Effective Date	Affected Pages
1	02/19/03	7 of 8
2	07/23/03	5 of 8

**Implementation Statement: N/A**

Issue Date: 06/25/02

## REFERENCES AND COMMITMENTS

1. Technical Specifications and Site Documents
  - a. Vermont Yankee Nuclear Power Station Emergency Plan
2. Codes, Standards and Regulations
  - a. None
3. Commitments
  - a. None
4. Supplemental References
  - a. AP 0009, Event Reports
  - b. AP 0010, Situational Reporting Requirements
  - c. AP 0021, Work Orders
  - d. AP 0156, Notification of Significant Events
  - e. ENN-OM-105, Fitness for Duty Program
  - f. AP 3125, Emergency Plan Classification and Action Level Scheme
  - g. OP 3504, Emergency Communications
  - h. OP 3507, Emergency Radiation Exposure Control
  - i. OP 3524, Emergency Actions to Ensure Initial Accountability and Security Response
  - j. OP 3531, Emergency Call-in Method
  - k. OP 3540, Control Room actions During an Emergency
  - l. OP 3541, Activation of the Technical Support Center (TSC)
  - m. OP 3542, Operation of the Technical Support Center (TSC)
  - n. OP 3544, Operation of the Operations Support Center (OSC)
  - o. OP 3545, Activation of the Emergency Operations Facility/Recovery Center EOF/RC
  - p. OP 3546, Operation of the Emergency Operations Facility/Recovery Center EOF/RC
  - q. AP 6807, Collection, Temporary Storage and Retrieval of QA Records

I LPC  
2

## PRECAUTIONS/LIMITATIONS

1. Refer to OP 3504 for alternate methods of communication in the event that primary methods fail.

**10 CFR 50.54(q) Evaluation Checklist**

List of Emergency Plan Section(s)/Emergency Plan Implementing Procedure(s) or any other document to be evaluated. (Include Title and Revision No.):

OP 3547, Rev. 1, LPC#4, Security Actions During an Emergency

**A. Screening Evaluation**

Based on a review of the following questions, determine if the change has the potential to affect our ability to meet the standards of 10 CFR 50.47(b) and the requirements of Appendix E to 10 CFR 50.

A "YES" answer to any part of the questions requires that a written evaluation be done to determine whether the effectiveness of the Emergency Plan was decreased as specified in Section B of this checklist.

A "NO" answer to all questions requires no written evaluation as specified in Section B of this checklist.

1. Could the proposed change affect our ability to meet the following standards of 10CFR50.47(b):

- (1) Assignment of Emergency Response Organization responsibilities
- (2) Assignment of on-shift Emergency Response Organization personnel
- (3) Arrangements for Emergency Response Support and Resources
- (4) Emergency Classification and Action levels, including facility system and effluent parameters
- (5) Notification Methods and Procedures
- (6) Emergency Communications among principal response organizations and the public
- (7) Public Education and Information
- (8) Adequacy of Emergency Facilities and Equipment
- (9) Adequacy of Accident Assessment methods, systems and equipment
- (10) Plume exposure pathway EPZ protective actions
- (11) Emergency Worker Radiological Exposure Control
- (12) Medical Services for contaminated injured individuals
- (13) Recovery and Reentry Plans
- (14) Emergency response periodic drills and exercises
- (15) Radiological Emergency Response Training
- (16) Plan development, review and distribution

	YES	NO
		X
		X
		X
		X
		X
		X
		X
		X
		X
		X
		X
		X
		X
		X
		X
		X

**10 CFR 50.54(q) Evaluation Checklist (Continued)**

YES	NO
-----	----

2. Could the change affect our ability to meet the following requirements of Appendix E to 10CFR50

- (1) Section IV. A - Organization
- (2) Section IV. B - Assessment Actions
- (3) Section IV. C - Activation of Emergency Organizations
- (4) Section IV. D - Notification Procedures
- (5) Section IV. E - Emergency Facilities and Equipment
- (6) Section IV. F - Training
- (7) Section IV. G - Maintaining Emergency Preparedness
- (8) Section IV. H - Recovery

	X
	X
	X
	X
	X
	X
	X
	X

**B. Effectiveness Determination**

For each applicable (i.e., a "yes" answer specified) standard to 10CFR50.47(b) and Appendix E to 10CFR50 identified from Section A above, complete the evaluation form below to determine whether the change decreases the effectiveness of the Emergency Plan and whether it continues to meet the stated applicable standard or requirement.

A facsimile of the evaluation form may be used as needed and attached to this checklist.

For applicable item 10CFR50, N/A of Section A above, this change  
 DOES  DOES NOT decrease the effectiveness of the Emergency Plan and  
 DOES  DOES NOT continue to meet the stated applicable standard or requirement.

**BASIS FOR ANSWER:**

This change is strictly editorial. The number of the procedure has changed from AP 0864 to ENN-OM-105, content remains the same.

10 CFR 50.54(q) Evaluation Checklist (Continued)

C. Conclusion (Fill out appropriate information)

- The changes made do not decrease the effectiveness of the Emergency Plan and continue to meet the standards of 10CFR50.47(b) and the requirements of Appendix E to 10CFR50.
- The changes made do decrease the effectiveness of the Emergency Plan and decrease our ability to meet the standards of 10CFR50.47(b) and the requirements of Appendix E to 10CFR50. The following course of action is recommended:
  - Revise proposed changes to meet applicable standards and requirements.
  - Cancel the proposed changes.
  - Process proposed changes for NRC approval prior to implementation in accordance with 10CFR50.54(q).

D. Impact on Other Documents (TRM, Tech Specs)

Keywords used in search: \_\_\_\_\_

- This change does not affect any other documents.
- This change does affect other documents.

Document(s) affected: \_\_\_\_\_

Section(s) affected: \_\_\_\_\_

E. Impact on the Updated FSAR

Use AP 6036 to determine if the proposed E-Plan change modifies existing UFSAR information or requires the addition of new UFSAR information and initiate UFSAR change(s) as required.

Keywords used in UFSAR search: \_\_\_\_\_

Additional Comments:

Prepared By: Audra Williams *Audra Williams* Date: 7/3/03  
(Print/Sign)

Reviewed By: Lois A. Tkaczuk *Lois A. Tkaczuk* Date: 7/7/03  
(Emergency Plan Coordinator) (Print/Sign)

## REVISED PROCEDURE CONTROL FORM

### PART 1 - Initiation

<b>A. Procedure No.</b> OP 3506	<b>New Revision No.</b> 43	<b>Title</b> Emergency Equipment Readiness Check	
<b>B. Review Criteria:</b> <input type="checkbox"/> Partial <input type="checkbox"/> Editorial <input checked="" type="checkbox"/> Complete		<b>C. Periodic Review Cycle:</b> <input checked="" type="checkbox"/> 2 Year (Event Driven) <input type="checkbox"/> N/A	
<b>D. List DIs &amp; LPCs:</b> #1			
<b>E. Description and Reasons for Procedure/Changes:</b> <i>EPEX-2003-GEN_01: add servers to cab #3 in ERF. added RTIME computers to surveillance and designated what type. added for machine for ESG &amp; Rad. added ER-2003-0767_01 - Revised VYOPF 3506.10 to reflect the responsible person for EPIP changes also makes changes to all locations in the OSC/Checkpoint. All OSC procedures were removed from VYOPF 3506.02 for RP quarterly surveillance as .10 will now be responsible for changes. Added potassium iodide to VYOPF 3506.03. Removed procedures from VYOPF 3506.07 and moved them to VYOPF 3506.10. Added TSC Personnel Sign-In Forms Book procedures to VYOPF 3506.12. ER-2003-0768_01 - added statement that VYOPF 3506.XX forms must be returned to EP even if no changes were necessary and within 10 days of issuance. Added primary ring down phone headsets to inventory. ER-2003-0774_03</i>			
<b>F. Originator Name:</b> (App. A was used as references to create this revision, App. C is completed and attached unless Part 1.B above is "Editorial".)			<b>Telephone Extension:</b>
(Print/sign/date) Audra Williams		<i>Audra Williams</i>	6/25/03 4177

### PART 2 - Reviews

<b>A. Walk-Through Validation:</b> <input type="checkbox"/> Required <input checked="" type="checkbox"/> N/A		<b>B. Technical Verification Reviewer</b> <input type="checkbox"/> N/A (App. B used as a reference) (Print/Sign/Date) <i>Lori A. Theurer Lori A. Theurer 6/25/03</i>	
<input type="checkbox"/> Field Walk-Through <input type="checkbox"/> Table-Top <input type="checkbox"/> Simulator Validation			
<b>C. Cross-Discipline Reviews:</b> <input checked="" type="checkbox"/> N/A			
<b>Department</b>	<b>Name</b>	<b>Signature</b>	<b>Date</b>
<b>D. 50.59 Review Per AP 6002, Preparing 50.59 Evaluations</b> <input type="checkbox"/> N/A			
<input checked="" type="checkbox"/> 50.59 AD previously performed and documented in the text of this procedure and is still applicable. <input type="checkbox"/> 50.59 Applicability Determination completed and attached; 50.59 Screening NOT required. <input type="checkbox"/> 50.59 Review Screening completed and attached, 50.59 Evaluation NOT required. <input type="checkbox"/> 50.59 Evaluation completed and attached.			
<b>E. QUALIFIED REVIEWER:</b> Use App. D as a reference (May perform 50.59 Applicability Determination) (Part 2.D)			
(Print/Sign/Date) Audra Williams		<i>Audra Williams</i>	6/25/03

REVISED PROCEDURE CONTROL FORM (Continued)

7. ORIGINATOR:  Comments Resolved  Re-verify All DIs & LPCs Considered  
 Sent for Final Type (CDS or STC (SPs only)) Initial/Date amp 7/9/03  
 Proofread after Final Type

(Print/Sign/Date)

Audra Williams per telecon 7/23/03 <sup>ASMT</sup>

**PART 3 - Training/Notification Requirements**

A. Indicate training or notifications required to implement procedure: (Required for Administrative Procedures)

Include in formal training (TCR submitted):

E-Mail notification: to RP

Crew Briefings:

Other:

N/A

**PART 4 - PORC**

Plant Operation Review Committee:  Required  N/A

Meeting No:

PORC Secretary:

Date:

Plant Manager:

**PART 5 - Approval**

A. Responsible Procedure Owner: (Print/Signature/Date)

Brian M. Finn Brian M. Finn 7/17/03

B. Plant Manager (Print/Sign/Date) (For SPs Only)

N/A

C. Special Instructions:  N/A

Approved for Training

Issue on DATE: ~~7-23-03~~ 7-23-03

Submit Surveillance Database Change per AP 4000

Other:

**PART 6 - Issuance**

Procedure Change No.: #218

Date procedure issued:

7/23/03

Notes:



**APPENDIX C  
CROSS-DISCIPLINE REVIEW CHECKLIST**

Required to be completed for new procedures, procedure revisions, and LPCs unless they are designated as Editorial.

Procedure Number/Revision OP 3506, Rev 43

Reviewer/Date (Print) Audra Williams 6/25/03

**GENERAL REVIEW GUIDELINES/SPECIAL REVIEW REQUIREMENTS**

- The Cross-Discipline Review Guidelines below constitute minimum review requirements; other reviews may apply.
- Determination of reviews should focus on *changes* made to a procedure and the potential impact of those changes on the affected group. Changes that are minimally or nonimpacting do not need review by the potentially affected group. If change impact is unclear, the procedure should be routed to the potentially affected group for review.
- New or revised Administrative or Program Procedures that significantly impact other departments, shall be reviewed by the appropriate Superintendent or Senior Manager. The PAA maintains a list of these Administrative and Program Procedures.
- ALL noneditorial changes to Special Process procedures (WP, NE, heat treating, etc.), including Vendor Procedures that address Special Processes, shall be reviewed by: a Welding Engineer (welding procedures) or a NDE Level III certified in the method addressed by the procedure (nondestructive examination procedures), AND the Quality Assurance Manager, AND submitted to the Authorized Nuclear Inservice Inspector (ANII) prior to use.
- A "YES" indicates that a Cross Discipline Review shall be done by the indicated Department. Document the review on VYAPF 0096.01, VYAPF 0097.01, or VYAPF 0097.02, as applicable.

	APPLICABLE	
	YES	NO
<b>Chemistry:</b> <ul style="list-style-type: none"> <li>• Potentially affects condensate, feedwater, or reactor water chemistry, or chemistry instruments.</li> <li>• Procedures that implement the requirements of the VY Environmental Program. (see PP 7603, Appendix A)</li> <li>• Produces/affects effluents or effluent monitoring (VY/QA 01-015).</li> <li>• Affects NPDES limits or method of compliance.</li> </ul>		X
<b>Maintenance (Mech, Elec, I&amp;C):</b> <ul style="list-style-type: none"> <li>• Requires Maintenance personnel to perform activities, such as performance of maintenance procedures, installation of M&amp;TE, lifting and landing of leads and connectors.</li> </ul>		X
<b>Operations:</b> <ul style="list-style-type: none"> <li>• Changed requirements for entry into a Limiting Condition for Operation (LCO) or significantly changes duration of LCO.</li> <li>• Requires Operations alignment/restoration of systems or components.</li> <li>• Specifies surveillance or post maintenance testing by Operations.</li> </ul>		X
<b>EOP/SAG Coordinator:</b> <ul style="list-style-type: none"> <li>• Procedures that have the potential to affect the EOPs/SAGs.</li> </ul>		X

**APPENDIX C (Continued)**

<b>Quality Assurance:</b> <ul style="list-style-type: none"> <li>Compliance with QA Program requirements cannot be readily determined by the Qualified Reviewer.</li> </ul>		X
<b>Radiation Protection:</b> <ul style="list-style-type: none"> <li>Involves work in contaminated areas and high radiation areas.</li> <li>Involves work that breaches contaminated systems or components.</li> <li>Changes in radwaste or hazardous waste generation.</li> </ul>		X
<b>Emergency Plan Coordinator:</b> <ul style="list-style-type: none"> <li>Emergency Plan Implementing Procedures.</li> <li>Obtain and attach a 10CFR50.54(q) Evaluation.</li> <li>Affects Emergency Plan personnel, facilities or equipment.</li> </ul>	X	
<b>Software Quality Assurance Administrator</b> <ul style="list-style-type: none"> <li>Procedures that define how software is developed.</li> </ul>		X
<b>Reactor Engineering:</b> <ul style="list-style-type: none"> <li>Could affect core reactivity, thermal power, reactor heat balance, or fuel integrity.</li> <li>Involves refueling operations.</li> </ul>		X
<b>Systems/Project/Design Engineering:</b> <ul style="list-style-type: none"> <li>Maintenance Rule in-scope systems unavailability time.</li> <li>Involves infrequently performed test or evolution.</li> <li>Changed requirements for entry into a Limiting Condition for Operation (LCO) or significantly changes duration of LCO.</li> <li>Significant changes in system test or operation methodology.</li> </ul>		X
<b>Appendix J Coordinator:</b> <ul style="list-style-type: none"> <li>Changes that affect App. J leakrates or containment boundaries, or boundary valve manipulation.</li> </ul>		X
<b>Appendix R Coordinator:</b> <ul style="list-style-type: none"> <li>Appendix R implementing procedures.</li> </ul>		X
<b>Environmental Qualification (EQ) Coordinator:</b> <ul style="list-style-type: none"> <li>Change in EQ test methodology or component lifetime.</li> <li>Potentially affects area EQ component environment.</li> </ul>		X
<b>Fire Protection Coordinator (FPC):</b> <ul style="list-style-type: none"> <li>Fire Protection procedures.</li> <li>Affects fire loading</li> <li>Affects fire barrier integrity.</li> <li>Affects fire protection systems or component functionality.</li> </ul>		X
<b>IST Program Coordinator:</b> <ul style="list-style-type: none"> <li>Inservice Testing Program implementing procedures.</li> <li>All surveillance procedures.</li> </ul>		X
<b>ISI Program Coordinator:</b> <ul style="list-style-type: none"> <li>Inservice Inspection Program implementing procedures.</li> </ul>		X

**APPENDIX C (Continued)**

<b>Setpoint Coordinator:</b> <ul style="list-style-type: none"> <li>• Changes that impact setpoints, as-found/as-left tolerances, M&amp;TE or testing methodology.</li> </ul>		X
<b>Nuclear &amp; PRA</b> <ul style="list-style-type: none"> <li>• Potentially affects IPEEE or ORAM Sentinel Risk Models.</li> <li>• Potentially affects plant SSCs reliability.</li> <li>• Potentially affects Nuclear or Radiological Safety Analysis.</li> </ul>		X
<b>Security:</b> <ul style="list-style-type: none"> <li>• Proceures that implement the requirements of the VY Physical Security and Training and Qualification Plans.</li> <li>• Changes that have a potential for reduction of the VY Physical Security and Training and Qualification Plan commitments.</li> <li>• Obtain and attach a 10CFR50.54(P) Evaluation.</li> </ul>		X

### 10 CFR 50.54(q) Evaluation Checklist

List of Emergency Plan Section(s)/Emergency Plan Implementing Procedure(s) or any other document to be evaluated. (Include Title and Revision No.):

**OP 3506, Rev. 43, Emergency Equipment Readiness Check**

**A. Screening Evaluation**

Based on a review of the following questions, determine if the change has the potential to affect our ability to meet the standards of 10 CFR 50.47(b) and the requirements of Appendix E to 10 CFR 50.

A "YES" answer to any part of the questions requires that a written evaluation be done to determine whether the effectiveness of the Emergency Plan was decreased as specified in Section B of this checklist.

A "NO" answer to all questions requires no written evaluation as specified in Section B of this checklist.

1. Could the proposed change affect our ability to meet the following standards of 10CFR50.47(b):

- (1) Assignment of Emergency Response Organization responsibilities
- (2) Assignment of on-shift Emergency Response Organization personnel
- (3) Arrangements for Emergency Response Support and Resources
- (4) Emergency Classification and Action levels, including facility system and effluent parameters
- (5) Notification Methods and Procedures
- (6) Emergency Communications among principal response organizations and the public
- (7) Public Education and Information
- (8) Adequacy of Emergency Facilities and Equipment
- (9) Adequacy of Accident Assessment methods, systems and equipment
- (10) Plume exposure pathway EPZ protective actions
- (11) Emergency Worker Radiological Exposure Control
- (12) Medical Services for contaminated injured individuals
- (13) Recovery and Reentry Plans
- (14) Emergency response periodic drills and exercises
- (15) Radiological Emergency Response Training
- (16) Plan development, review and distribution

	YES	NO
		X
		X
		X
		X
		X
		X
		X
	X	
		X
		X
		X
		X
		X
		X

**10 CFR 50.54(q) Evaluation Checklist (Continued)**

<b>YES</b>	<b>NO</b>
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2. Could the change affect our ability to meet the following requirements of Appendix E to 10CFR50

- (1) Section IV. A - Organization
- (2) Section IV. B - Assessment Actions
- (3) Section IV. C - Activation of Emergency Organizations
- (4) Section IV. D - Notification Procedures
- (5) Section IV. E - Emergency Facilities and Equipment
- (6) Section IV. F - Training
- (7) Section IV. G - Maintaining Emergency Preparedness
- (8) Section IV. H - Recovery

	X
	X
	X
	X
X	
	X
	X
	X

**B. Effectiveness Determination**

For each applicable (i.e., a "yes" answer specified) standard to 10CFR50.47(b) and Appendix E to 10CFR50 identified from Section A above, complete the evaluation form below to determine whether the change decreases the effectiveness of the Emergency Plan and whether it continues to meet the stated applicable standard or requirement.

A facsimile of the evaluation form may be used as needed and attached to this checklist.

For applicable item 10CFR50.47(b)(9) and Appendix E, (5) of Section A above, this change

- DOES  DOES NOT decrease the effectiveness of the Emergency Plan and  
 DOES  DOES NOT continue to meet the stated applicable standard or requirement.

**BASIS FOR ANSWER:**

By adding the RTIME computers that are used by certain personnel during an emergency ensures that they are being surveilled on a quarterly basis to make certain that they are working. Moving the high range dosimeters and SAM-2 from the E-Kit Storage Area to the RP Checkpoint makes it more efficient as this is where they are used.

Headsets were installed on the primary ring down circuit as requested by personnel. This will allow the person maintaining the phone to be hands free and more comfortable as this will be an open line for long periods of time.

Adding the procedures that are located in the various kits and locations in the OSC to the OSC Documentation Change Form will ensure that the latest changes to those procedures are filed. Currently there is no mechanism to ensure that the procedures other than the EIPs, and sometimes those were missed, are being updated in the kits and other locations in the OSC. This form change will require the admin asst to update the procedures in the various locations as well as the EPIP books and forms drawer.

All of the changes made enhance the procedure and provide a more efficient method to ensure up-to-date procedure revisions and quarterly surveillances. None of these changes decrease the effectiveness of the plan and it continues to meet the applicable requirements.

10 CFR 50.54(q) Evaluation Checklist (Continued)

C. Conclusion (Fill out appropriate information)

- The changes made do not decrease the effectiveness of the Emergency Plan and continue to meet the standards of 10CFR50.47(b) and the requirements of Appendix E to 10CFR50.
- The changes made do decrease the effectiveness of the Emergency Plan and decrease our ability to meet the standards of 10CFR50.47(b) and the requirements of Appendix E to 10CFR50. The following course of action is recommended:
  - Revise proposed changes to meet applicable standards and requirements.
  - Cancel the proposed changes.
  - Process proposed changes for NRC approval prior to implementation in accordance with 10CFR50.54(q).

D. Impact on Other Documents (TRM, Tech Specs)

Keywords used in search: \_\_\_\_\_

- This change does not affect any other documents.
- This change does affect other documents.

Document(s) affected: OP 3504

Section(s) affected: N. page 21 of 23

E. Impact on the Updated FSAR

Use AP 6036 to determine if the proposed E-Plan change modifies existing UFSAR information or requires the addition of new UFSAR information and initiate UFSAR change(s) as required.

Keywords used in UFSAR search: \_\_\_\_\_

Additional Comments:

Prepared By: Audra Williams *Audra Williams* Date: 6/25/03  
(Print/Sign) (Print/Sign)

Reviewed By: Lorid Tkaczuk *Lorid Tkaczuk* Date: 6/26/03  
(Emergency Plan Coordinator) (Print/Sign)

VERMONT YANKEE NUCLEAR POWER STATION

**OPERATING PROCEDURE**

OP 3506

REVISION 43

**EMERGENCY EQUIPMENT READINESS CHECK**

USE CLASSIFICATION: REFERENCE

LPC No.	Effective Date	Affected Pages

**Implementation Statement: N/A**

Issue Date: \_\_\_\_\_

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## PURPOSE

To ensure that emergency radiological and communication equipment is periodically inventoried and maintained in an operable condition by assigned plant personnel.

No required Tech. Spec. surveillances are covered in this procedure.

## DISCUSSION

The Operations Department shall conduct scheduled tests of emergency communications equipment as follows:

1. Test of the Nuclear Alert System (NAS) orange phone.
2. Test of the Unusual Event, Alert, Site Area Emergency and General Emergency Alarms.
3. Test of the Southwest Fire Mutual Aid and Tri-State Mutual Aid radio (Deskon II).
4. Test of the NRC Emergency Telecommunications System phones.

A Radiation Protection (RP) Technician shall be assigned to perform the following:

1. Physical inventory of Emergency Equipment Kits and Cabinets contents as listed on VYOPF 3506.02 and VYOPF 3506.06 on a scheduled basis and subsequent to each usage.
2. Physical inventory of Emergency Kit equipment contents at Brattleboro Memorial Hospital (BMH) as listed on VYOPF 3506.03.

A Chemistry Technician shall be assigned to perform the following:

1. Physical inventory of the Liquid PASS Sampling kit and the Plant Vent Stack PASS Sampling kit as listed on VYOPF 3506.05 on a scheduled basis and subsequent to each usage.

Quarterly, the Emergency Planning Manager (EPM) will ensure that Emergency Response phone numbers are updated via VYOPF 3506.13.

Monthly, the EPM will ensure the FTS phones in the Technical Support Center (TSC) and the Emergency Operations Facility (EOF), and the NAS phones in the EOF are tested via VYOPF 3506.08.

### NOTES

- The quantities listed in this procedure are to be considered the minimum required. Quantities above those listed are acceptable.
- Pens, pencils and scratch paper are readily available and therefore will not be maintained in the EOF and TSC kits.

Preventive maintenance and testing of the Public Notification System (PNS) utilized within the Vermont Yankee Emergency Planning Zone is conducted by Northeast Mountain Radio of Rutland, VT, as follows:

1. Monthly preventive maintenance on 21 sirens and 10 generators.
2. Annual siren receiver sensitivity and full decoder tests.
3. Preparation of annual maintenance testing program summary report.

Per Surveillance Test No. 4000, the power fail phone system in Vernon and Brattleboro is tested on a semi-annual basis.

In accordance with AP 6002, Preparing 50.59 Evaluations, the results of an Applicability Determination (AD) has determined that an AD is not required for future changes, provided the scope of the procedure or program is not revised to include a different type of activity. The basis for this conclusion is that this document is an Emergency Implementing Procedure and is subject to 10CFR50.54(q) to determine if the changes decrease the effectiveness of the Emergency Plan and if they have the potential to affect our ability to meet the standards of 10CFR50.47(b) and the requirements of 10CFR50 Appendix E.

### ATTACHMENTS

- |     |               |  |
|-----|---------------|--|
| 1.  | VYOPF 3506.01 | Control Room Monthly Emergency Communications Checklist                          |
| 2.  | VYOPF 3506.02 | Emergency Equipment Checklist  |
| 3.  | VYOPF 3506.03 | Brattleboro Memorial Hospital Emergency Equipment Checklist                      |
| 4.  | VYOPF 3506.04 | Deleted  |
| 5.  | VYOPF 3506.05 | Chemistry Emergency Equipment Readiness Check                                    |
| 6.  | VYOPF 3506.06 | Post Accident Sampling Kits (RP)   |
| 7.  | VYOPF 3506.07 | Procedure/Form Copy Update Worksheet   |
| 8.  | VYOPF 3506.08 | TSC/EOF FTS and NAS Phone Checklist  |
| 9.  | VYOPF 3506.09 | EOF Emergency Plan Implementing Procedures and Status Forms Book Update          |
| 10. | VYOPF 3506.10 | OSC Documentation Change Tracking Form   |
| 11. | VYOPF 3506.11 | Control Room Emergency Plan Implementing Procedures and Status Forms Book Update |

- 12. VYOPF 3506.12 TSC Emergency Plan Implementing Procedures and Status Forms Book Update
- 13. VYOPF 3506.13 Emergency Response Telephone Number Check

## REFERENCES AND COMMITMENTS

- 1. Technical Specifications and Site Documents
  - a. None
- 2. Codes, Standards, and Regulations
  - a. None
- 3. Commitments
  - a. ER981874\_02
- 4. Supplemental References
  - a. VYP:317, Purchasing Policy
  - b. Vermont Yankee EPZ Public Notification System Guide, JPS Communications, Inc.
  - c. YA-NOG-9101, Procedure for Operation of the Nuclear Alert System (NAS)
  - d. AP 0156, Notification of Significant Events
  - e. AP 0506, Personnel Monitoring
  - f. AP 0525, Dosimetry Processing
  - g. RP 0537, Contamination Events
  - h. AP 0546, Planned Special Exposures
  - i. DP 2521, Operation and Calibration of the Eberline Mobile Continuous Air Monitor
  - j. OP 2611, Stack Effluent Sampling and Analysis
  - k. AP 3125, Emergency Plan Classification and Action Level Scheme
  - l. OP 3504, Emergency Communications
  - m. OP 3507, Emergency Radiation Exposure Control
  - n. OP 3508, On-Site Medical Emergency Procedure
  - o. OP 3510, Off-Site and Site Boundary Monitoring
  - p. OP 3511, Off-Site Protective Action Recommendations
  - q. OP 3513, Evaluation of Off-Site Radiological Conditions
  - r. OP 3524, Emergency Actions to Ensure Initial Accountability and Security Response
  - s. OP 3525, Radiological Coordination
  - t. OP 3533, Post Accident Sampling of Reactor Coolant
  - u. OP 3534, Post Accident Sampling of Plant Stack Gaseous Releases
  - v. OP 3540, Control Room Actions During an Emergency
  - w. OP 3541, Activation of the Technical Support Center (TSC)
  - x. OP 3542, Operation of the Technical Support Center (TSC)
  - y. OP 3544, Operation of the Operations Support Center (OSC)

- z. OP 3545, Activation of the Emergency Operations Facility/Recovery Center (EOF/RC)
- aa. OP 3546, Operation of the Emergency Operations Facility/Recovery Center (EOF/RC)
- bb. OP 3547, Security Actions During an Emergency
- cc. OP 4533, Airborne Radioactivity Concentration Determination
- dd. DP 4562, Calibration and Operation of the SAM-2
- ee. DP 4579, Respiratory Protection Equipment Inspection and Maintenance
- ff. AP 6807, Collection, Temporary Storage and Retrieval of QA Records
- gg. PP 7019, Severe Accident Management Program

## PREREQUISITES

1. Apparatus required:
  - a. Fresh batteries for equipment as required.
  - b. Recently calibrated and operable survey meters.
  - c. New seals.
2. Obtain necessary copies of VYDPF 4579.01 and 4579.04 for use in VYOPF 3506.02.

## PROCEDURE

- A. Control Room Emergency Communications Check (Operations)  
(Use VYOPF 3506.01)
  1. Monthly, the Operations Department shall test the Nuclear Alert System by contacting, and requesting a callback from, each of the three states (Vermont, New Hampshire, Massachusetts) using the following procedure:

**NOTE**

This number initiates a call to each of the three State Police agencies. However, no audible ringing is present at the transmit station. The station receiver will continue to ring until it is answered even if the transmit station is recradled.

- a. Lift handset and dial 213 for VT, 210 for MASS, 212 for NH.
- b. Advise each State Police agency that answers of the test of the Nuclear Alert System, and record the results on VYOPF 3506.01.
- c. Test the Group Call capability with the three State Police agencies by lifting handset and dialing 111.

- d. Notify the following if any part of the system fails to operate:
    - 1) Communications Department, National Grid, Westboro:  
508-389-2104
    - 2) ISO-New England: (Weekends and Off-hours in place of Westboro)  
1-413-535-4384
    - 3) Emergency Planning Manager (EPM):  
Ext. 4160
  
  - e. Notify the affected state Emergency Management office if any part of the system fails to operate:
    - 1) Mass. Emergency Management:  
1-508-820-2000
    - 2) New Hampshire Emergency Management:  
1-603-271-2231
    - 3) Vermont Emergency Management:  
1-802-244-8721 or 1-800-347-0488
2. Monthly the Operations Department shall test the NRC FTS ENS phone in the Control Room as follows:
- a. Lift the receiver and listen for the dial tone.
  - b. After receiving a dial tone, dial the first number listed below (or on the sticker located on the telephone base) using all 11 digits. If the first number is busy, proceed with the second number.  
  
1-301-816-5100  
1-301-951-0550
  - c. State your name, location, and the fact that you are testing the NRC ENS. Request that the NRC staff member call back at 700-661-4323.

3. Monthly, the Operations Department shall test the Southwest Fire Mutual Aid and Tri-State Fire Mutual Aid radio (Deskon II) by contacting the Keene and Shelburne dispatchers as follows:

**NOTES**

- The Deskon II phone unit is provided with both a handset and a speaker-microphone. With the handset "on hook", messages may be transmitted by holding the TRANSMIT bar depressed and speaking into the speaker-microphone. With the handset "off hook", messages may be sent by holding the transmit bar on the handset depressed while speaking into it. The red signal light on the control unit will illuminate each time either transmit function is selected.
- If unable to contact Keene by radio, call (603) 352-1291.

- a. Contact the Keene dispatcher using the following message:
- 1) "KCE-579, this is KCP-596, Remote 2".
  - 2) After Keene responds, inform them that you are performing a radio check.
  - 3) After check is performed report "Thank you. KCP-596, Remote 2 clear".

**NOTE**

If unable to contact Shelburne by radio, call (413) 625-8200.

- b. Contact the Shelburne dispatcher using the following message:
- 1) "Shelburne Control, this is KCP-596, Remote 2".
  - 2) After Shelburne responds, inform them that you are performing a radio check.
  - 3) After check is performed report "Thank you. KCP-596, Remote 2 clear".
- c. If either mutual aid radios communications systems malfunction, notify the I/C Department.

4. Monthly, the Operations Department shall test the Unusual Event/Alert, Site Area/General Emergency Alarms using the following procedure:

**NOTE**

Whenever the Evacuate-Off-Alert selector switch is activated, the page system volume is increased.

- a. To test the Alert Alarm (used for Unusual Event and Alert emergencies) and the Evacuation Alarm (used for Site Area and General Emergencies), perform the following:
- 1) turn the Page Sys Volume and Alarm Tone Select switch to the ALERT position,
  - 2) make the following announcement over the Gaitronics:  
  
"Attention all personnel, attention all personnel, the following is a test of the Emergency Alert and the Emergency Evacuation Alarms, please disregard." Repeat the announcement.
  - 3) turn the Alarm Tone Control switch to the ON position for three seconds, then return the switch to the OFF position,
  - 4) turn the Page Sys Volume and Alarm Tone Control Select switch to the OFF position,
  - 5) turn the Page Sys Volume and Alarm Tone Control Select switch to the EVACUATION position,
  - 6) turn the Alarm Tone Control switch to the ON position for three seconds, then return the switch to the OFF position,
  - 7) make the following announcement over the page system:  
  
"Testing of the Emergency Alert and the Emergency Evacuation Alarms is complete. Regard all further alarms."
  - 8) turn the Page Sys Volume and Alarm Tone Control Select switch to the OFF position.
- b. Contact the on shift Auxiliary Operators and verify that they heard both the alarm announcements and alarm signals.
- c. If any alarm malfunctions, notify the I/C Department and initiate corrective action.

5. Route VYOPF 3506.01 to the Shift Supervisor for review.
6. Forward VYOPF 3506.01 to the Emergency Plan Coordinator (EPC) for review.
7. The EPC will file VYOPF 3506.01 in accordance with AP 6807.

**B. Quarterly Emergency Equipment Check (RP)  
(Use VYOPF 3506.02)**

**NOTE**

VYOPF 3506.07 can be used as an aid in determining the locations of copies of controlled procedures and forms, which are located outside their normal controlled locations.

1. Refer to any control copy and list the current revision and Department Instruction/LPC of the procedures and forms listed on VYOPF 3506.07.
2. Obtain a copy of VYOPF 3506.02.
3. Contact the Emergency Plan Coordinator (EPC) for any special instructions.
4. Inventory Emergency kit and cabinet contents against material listed on VYOPF 3506.02.
5. If necessary, update any copies of procedures or forms specified on VYOPF 3506.02. Refer to VYOPF 3506.07 for current Rev. and LPC Nos.
6. Check operability of telephones and associated phone jacks listed on VYOPF 3506.02.
7. Replace material and instrumentation as required. Materials and instruments whose calibration, expiration, or shelf life will expire prior to the next scheduled performance of this portion of OP 3506 should be replaced.
8. Attach an initialed and dated seal to the kit.
9. Make notes on the status of equipment and correct all deficiencies.



10. **Submit the completed VYOPF 3506.02 to the RP Supervisor, who will ensure the following:**
  - a. **Any pending corrective actions are summarized (e.g., Work Request Nos. are listed) and projected completion dates are specified.**
  - b. **All corrective actions have been taken in response to any deficiencies noted.**
11. **The RP Supervisor will submit VYOPF 3506.02 to the EPC who will do the following:**
  - a. **Review any pending corrective actions for appropriateness and timeliness (i.e., is projected completion date reasonable to ensure emergency preparedness).**
  - b. **Review corrective actions for appropriateness.**
  - c. **Approve status of the emergency kits and cabinets.**
12. **The EPC will, upon receipt of VYOPF 3506.02, identify any discrepancies, state corrective actions taken in a memo to file, and file in accordance with AP 6807.**

**C. Quarterly Brattleboro Memorial Hospital Emergency Equipment Check (RP)  
(Use VYOPF 3506.03)**

1. **Refer to any control copy of OP 3508 and list the current revision and Limited Procedure Change of the procedure on VYOPF 3506.03, as applicable.**
2. **Proceed to the BMH Emergency Wing.**
3. **Inventory the emergency kits contents against those items listed on VYOPF 3506.03.**
4. **Replace material and instrumentation as required. Materials and instruments whose calibration, expiration, or shelf life will expire prior to the next scheduled performance of this portion of OP 3506 should be replaced.**
5. **Make notes on the status of equipment and correct all deficiencies.**
6. **Submit the completed VYOPF 3506.03 to the RP Supervisor, who will ensure all corrective actions have been taken in response to any deficiencies noted.**
7. **The RP Supervisor will submit VYOPF 3506.03 to the EPC who will review it and approve the status of the emergency kits.**
8. **The EPC will file VYOPF 3506.03 in accordance with AP 6807.**

**D. Quarterly Post Accident Sample Equipment Check (RP)**  
(Use VYOPF 3506.06)

1. Obtain a copy of VYOPF 3506.06.
2. Inventory the kits as listed on VYOPF 3506.06.
3. Inventory the lead "pigs" as listed on VYOPF 3506.06.
4. Correct any deficiencies.
5. Submit completed VYOPF 3506.06 to RP supervision for approval.
6. RP supervision will submit VYOPF 3506.06 to the EPC who will review it and approve the status of the kits.
7. The EPC will file VYOPF 3506.06 in accordance with AP 6807.

**E. Quarterly Chemistry Emergency Equipment Check**  
(Use VYOPF 3506.05)

1. Obtain a copy of VYOPF 3506.05.
2. Inventory the two kits as listed on VYOPF 3506.05.
3. Attach an initialed and dated seal to the kit.
4. Inventory the lead "pigs" as listed on VYOPF 3506.05.
5. Correct any deficiencies.
6. Submit completed VYOPF 3506.05 to Chemistry supervision for approval.
7. Chemistry supervision will submit VYOPF 3506.05 to the EPC who will review it and approve the status of the kits.
8. The EPC will file VYOPF 3506.05 in accordance with AP 6807.

**F. Vermont Yankee Public Notification System Preventive Maintenance, Testing, and Reporting**

1. Northeast Mountain Radio shall perform monthly and annual preventive maintenance and surveillance services for the sirens and generators according to procedures as specified in the "Vermont Yankee Emergency Planning Zone Public Notification System Guide".
  - a. On a monthly basis, Northeast Mountain Radio shall provide Vermont Yankee's Emergency Plan Coordinator (EPC) with a maintenance summary for the sirens and generators. This summary shall include a listing of all repairs performed, and any system outages that occurred. Data sheets from the monthly siren/generator maintenance shall be attached to the summary.
  - b. On an annual basis, Northeast Mountain Radio shall provide the Vermont Yankee EPC with a maintenance and testing program summary for submittal to the Federal Emergency Management Agency (FEMA). This summary shall document system operability as well as other tests performed to comply with FEMA guidance as defined in FEMA Guidance Memorandum PR-I.

**G. Emergency Response Telephone Number Check  
(Use VYOPF 3506.13)**

On a quarterly basis, the Emergency Planning Manager (EPM) will ensure that Emergency Response telephone numbers are updated.

1. An EP staff member will perform the following:
  - a. Using VYOPF 3506.13, verify that telephone numbers in OP 3504 Appendix B are accurate. If inaccuracies are found, note on VYOPF 3506.13.
  - b. Verify that telephone numbers within AP 0156 are accurate. If inaccuracies are found, note on VYOPF 3506.13.
  - c. Verify the phone numbers in the Emergency Response Telephone Directory are accurate.
  - d. Place the latest Vermont Yankee phone list in the Emergency Response Telephone Directory.
  - e. Sign and date VYOPF 3506.13.
  - f. Forward VYOPF 3506.13 to the Emergency Plan Coordinator.

2. The EPC will do the following:
  - a. Ensure that the appropriate procedural changes have been initiated to reflect any telephone number inaccuracies determined in Step 1.
  - b. Sign and date VYOPF 3506.13.
  - c. The EPC will file VYOPF 3506.13 in accordance with AP 6807.

**H. TSC/EOF FTS and NAS Phone Test**

1. Monthly, the EPC will ensure the FTS phones in the TSC and EOF, and the NAS phones are tested for operability. Test results are recorded on VYOPF 3506.08.
2. The EPC will file VYOPF 3506.08 in accordance with AP 6807.

**I. Emergency Plan Implementing Procedures and Status Form Book Updates (VYOPF 3506.09, .10, .11, or .12)**

Whenever an EPIP change is received from the Document Control Center, the cognizant individuals for the EOF, TSC, OSC and Control Room shall update the procedure file and status forms book for their facility.

1. Obtain a copy of VYOPF 3506.09, .10, .11 or .12 as appropriate.
2. Update the EPIP book per the procedure change memo.
3. Update status forms book with any copies of forms specified on VYOPF 3506.09, .10, .11 or .12 as appropriate.
4. Return, even if no changes were necessary, VYOPF 3506.09, .10, .11 or .12 to the EPC for review within 10 days of Issue date.
5. The EPC shall file the VYOPF 3506 forms in accordance with AP 6807.

J. Power Fail Phone Test

**NOTE**

This test is normally conducted on a Sunday evening to minimize impact on plant operations. Testing is scheduled through Work Management.

Per Surveillance Test No. 4000, the power fail phone system in Vernon and Brattleboro will be tested on a semi-annual basis. A switch in the Definity phone system can force the system into a simulated power fail condition by removing battery power to the normally operated relays. When the relays release, the ten lines wired to the relays are transferred from the normal contacts to the ten assigned Telephone Numbers as specified in Appendix G to OP 3504. This action removes thirteen extensions as designated in Appendix G from the Definity phone system.

The Definity phone system continues to operate normally for the other extension users. Extensions can call each other and make long distance calls, and make tie line calls to Brattleboro. Since 10 of the 18 outgoing lines are unavailable and the Definity system is "unaware" that 10 of these lines are unavailable, dialing local numbers might be a problem. A connection with a local party might not occur; no busy signal; no denial signal. The caller can try again at which time the Definity system selects the "next" line. Success cannot be guaranteed, and how many times the caller needs to try is uncertain. It should be noted at this point that the Control Room could use one of their 3 power fail phones to reach a local number.

The test consists of checking each of the 13 power fail phones for call out capabilities. A call is made to each of these phones to test ringing. The approximate time to complete the test is about 20 minutes, assuming all locations are readily accessible.

1. CONSULT/TECHS

- a. Contact AT&T Operations Center in Denver and inform them of the impending test.
- b. Contact the Control Room for consent to begin the test.
- c. Contact the Security Shift Supervisor that the test is beginning.
- d. Contact the Control Room, Security Shift Supervisor, and AT&T Operations Center when the test is finished and the Definity system is back to normal.

## 2. CONTROL ROOM

### NOTE

In the event that plant activities do not warrant continuation of the test, contact CONSULT/TECHS to activate switch to terminate test and return Definity system back to normal operation.

- a. When contacted by CONSULT/TECHS that the test is being initiated, make the following Gai-Tronics announcement:

"A TEST OF THE POWER FAIL PHONE SYSTEM IS BEING CONDUCTED. DURING THE TEST, OUTSIDE CALLS WILL BE RECEIVED AND LOGGED BY GATE 2, AND THEY WILL NOT BE TRANSFERABLE."  
(Repeat announcement.)

- b. When contacted by CONSULT/TECHS that the test has ended, make the following Gai-Tronics announcement:

"THE POWER FAIL PHONE SYSTEM TEST HAS ENDED. PHONE SYSTEM IS BACK TO NORMAL."  
(Repeat announcement.)

## 3. GATE 2

### NOTE

Incoming calls, dialing 257-7711, ring at Gate 2 and the Main Office for the first three lines (257-7711, 257-7712, and 257-7713), but cannot be transferred.

- a. If an outside call is received, take caller's name and number and have VY person to be contacted call the party back.

## FINAL CONDITIONS

1. All equipment is complete and in operable condition.
2. All documentation retained in accordance with AP 6807.

CONTROL ROOM MONTHLY EMERGENCY COMMUNICATIONS CHECKLIST

Date \_\_\_\_\_

Time \_\_\_\_\_

A. Nuclear Alert System

- 1. Successful Test with Vermont (213)  Yes  No  
    Callback from Vermont successful  Yes  No
- 2. Successful Test with New Hampshire (212)  Yes  No  
    Callback from New Hampshire successful  Yes  No
- 3. Successful Test with Massachusetts (210)  Yes  No  
    Callback from Massachusetts successful  Yes  No
- 4. Successful Group Call Test with VT/NH/MA(111)  Yes  No
- 5. If the test is unsuccessful, note the nature of the discrepancy and the individuals, and agencies contacted.

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B. NRC ENS Phone Test

- 1. Successful Test with the NRC  Yes  No
- 2. Callback from the NRC successful  Yes  No
- 3. If unsuccessful, report the loss as directed per AP 0156.

C. Southwest Fire Mutual Aid and Tri-State Mutual Aid Radio Tests

- 1. Successful test with Keene Dispatcher  Yes  No
- 2. Successful test with Shelburne Dispatcher  Yes  No

I/C Department notified of the following discrepancies: \_\_\_\_\_

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CONTROL ROOM MONTHLY EMERGENCY COMMUNICATIONS CHECKLIST (Continued)

D. Emergency Alert and Emergency Evacuation Alarms

1. Emergency Alert Alarm Test Heard by Auxiliary Operators  Yes  No

2. I/C Department notified of the following discrepancies:

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Testing Performed By \_\_\_\_\_ / \_\_\_\_\_  
Operator (Print/Sign) Date

Reviewed By \_\_\_\_\_ / \_\_\_\_\_  
Shift Supervisor (Print/Sign) Date

Reviewed By \_\_\_\_\_ / \_\_\_\_\_  
EPC (Print/Sign) Date



# EMERGENCY EQUIPMENT CHECKLIST

ITEMS	INITIALS
I. Outer Gate Guardhouse	
A. Inspect respirators (6) (as per DP 4579)	_____
1. Check expiration date on filter canisters (6)	_____
2. Check particulate canisters (6)	_____
3. VYDPF 4579.04 completed and submitted for review	_____
B. Mobile UHF System Base Radio Station (Located in locked section of Gate 1)	_____

Performed by: \_\_\_\_\_ Date: \_\_\_\_\_  
(Print/Sign)

## II. Emergency Operations Facility (EOF) - Brattleboro

A. Emergency Equipment Cabinet #1 (Room 124) for use by the Site Recovery Manager	
1. Emergency Notepads	_____
2. Redi-Letter Speed Sets	_____
3. Procurement Log Book	_____
4. Magnetic Tags	_____
5. Site Recovery Manager Log	_____
6. Site Recovery Manager Notifications Log	_____
7. Site Recovery Manager Team Badges	_____
8. NRC Response Team Badges	_____
9. North American Emergency Response Guidebook (2)	_____
10. Emergency Plan (Copy #12)	_____
11. Emergency Plan Implementing Procedures (Controlled Copy #35)	_____

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS	INITIALS
12. ERF Directory	_____
13. Status Forms Book/SRM Manual	_____
14. YA-NOG-9101, Procedure for Operation of the Nuclear Alert System (NAS) (In SRM Manual/Status Forms Book)	_____
	Rev. _____ /DI/LPC# _____
15. PP 7019, Severe Accident Management Program (Controlled Copy #5)	_____
16. SAM RPV Cutaway Operator Aid (In front of PP 7019 Binder)	_____
17. Vermont Yankee Mini-Prints (Copy #41)	_____
18. INPO Emergency Resources Manual (2)	_____
19. Media Advisor's Clipboard with Tech. Rep. Escalation Checklist	_____
20. NRC Region I Incident Response Plan (Vols. 1 & 2) (Uncontrolled)	_____
21. VY Tech Specs (Copy #25)	_____
22. Framatome ANP Emergency Support Plan (Copy #33)	_____
23. Technical Guidelines for EAL Categories & Events (Copy #4)	_____
24. Large EAL Sheets from AP 3125 (2)	_____
25. State Advisor Reference Book	_____
26. Tote with office supplies	_____
27. ENS Telephone Headset	_____
28. Emergency Operating Procedures (Hard Cards EOP1 - EOP6 (in Room 124))	_____
29. AP 3125 EALs - laminated (in Room 124)	_____
30. Personnel Status Board (in Room 124)	_____

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS

INITIALS

31. OT 3100 Reactor Scram -  
Laminated hard card. \_\_\_\_\_

NOTE

Operability of the FTS and NAS phones is checked by  
Emergency Planning using VYOPF 3506.08.

32. Telephones in Cabinet #1:

- |    |   |       |                                |
|----|---|-------|--------------------------------|
| a. | #1- (NAS)   | _____ | (Checked by E-Plan<br>monthly) |
| b. | #6  | _____ |                                |
| c. | #8 - Speakerphone (for<br>Media Advisor)  | _____ |                                |
| d. | #3A - Alternate Auto Ring<br>Down Phone and EASA-PHONE<br>speaker. (Use to contact<br>Control Room) | _____ |                                |

33. Telephones, wall mounted in  
Recovery Planning Area  
(Room 126):

- |    |   |       |                                |
|----|---|-------|--------------------------------|
| a. | #3 (Primary Ringdown)<br>with headset<br>(not wall mounted) | _____ |                                |
| b. | #3A (Alternate Ringdown)                                    | _____ |                                |
| c. | #20   | _____ |                                |
| d. | #19   | _____ |                                |
| e. | #33   | _____ |                                |
| f. | #40   | _____ |                                |
| g. | #41   | _____ |                                |
| h. | #61 (Powerfail)   | _____ |                                |
| i. | #69 (FTS)   | _____ | (Checked by E-Plan<br>monthly) |
| j. | #70 (FTS)   | _____ | (Checked by E-Plan<br>monthly) |
| k. | #75 (FTS)   | _____ | (Checked by E-Plan<br>monthly) |

34. PC and multi-media computer (2)  
(Room 126 & 125) \_\_\_\_\_

**EMERGENCY EQUIPMENT CHECKLIST (Continued)**

ITEMS	INITIALS
<b>B. Emergency Equipment Cabinet #2 for Use By the EOF Coordinator, Manpower &amp; Planning, ESG</b>	
1. Letter trays (3)	_____
2. Emergency Notepads	_____
3. Redi-Letter Speed Sets	_____
4. 3-Hole Punch	_____
5. Emergency Plan (Controlled Copy #8)	_____
6. Emergency Plan Implementing Procedures (Controlled Copy #34)	_____
7. EOF Coordinator's Clipboard and Notepad	_____
8. EOF Coordinator's Logbook	_____
9. Purchasing Coordinator's Clipboard and VYP:317, Purchase Order Processing Procedure	_____
10. UFSAR (Controlled Copy #22)	_____
11. ERF Directory (2)	_____
12. Status Forms Book	_____
13. Core Damage Assessment Binder (from PP 7019) (Uncontrolled Copy)	_____
14. Two (2) Totes with office supplies (EOF Staff and ESG)	_____
15. Action Item/Status Board Tags (for use on white board)	_____
16. Fax machines (3)	
a. #5 (Hewlett Packard)	_____ (Cabinet #2)
b. #6 (Hewlett Packard)	_____ (Cabinet #2)
c. (Sharp)	_____ (Cabinet #2)

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS	INITIALS	
17. Telephones: (Wall Mounted in Briefing Area (Room 125))		
a. #23	_____	(Room 125)
b. #24	_____	(Room 125)
c. #60	_____	(Room 125)
18. Telephones: (Wall Mounted in (Room 122))		
a. #11	_____	(Room 122)
b. #25	_____	(Room 122)
c. #58	_____	(Room 122)
d. #79	_____	(Room 122)
C. Emergency Equipment Cabinet #3 for use by the Radiological Supervisor		
1. Off-Site Team Road Maps	_____	
2. Emergency Plan (Controlled Copy #30)	_____	
3. Emergency Plan Implementing Procedures (Controlled Copy #38)	_____	
4. Guidelines for Projection of Potential Radioactive Material Release During an Emergency	_____	
5. Status Forms Book (2)	_____	
6. VYOPF 4533.01, Air Sample Forms (in status forms books)	_____	Rev. _____ LPC# _____
7. METPAC floppy disks (3)	_____	
8. METPAC User Manual & Technical Description (version 5.4)	_____	
9. ERF Directory	_____	
10. Radiological Health Handbook (2)	_____	
11. Core Damage Assessment Binder (from PP 7019) (uncontrolled copy)	_____	
12. Rad Coordinator Notebook - OP 3525	_____	

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS	INITIALS
13. Emergency Notepads	_____
14. 10 Mile EPZ Maps (2)	_____
15. Rad Supervisor's Clipboard	_____
16. Tote with office supplies and "What If" dose projection stamp and calculators	_____
17. In/Out trays (7) (3 are for Rad Data for each state)	_____
18. Preprinted Magnetic Labels for Off-Site Teams (team, time, location, air code, and dose rate)	_____
19. Potassium Iodide (KI)	
a. Check expiration date	_____ (Exp. date) _____
20. Redi-Letter Speed Sets (1 box)	_____
21. HPN Telephone Headset	_____
22. Thirty-four (34) Small Poly Bags	_____
23. Inspect respirators (12) per DP 4579	_____
a. Check expiration date on filter canisters (12)	_____ (Exp. date) _____
b. Complete VYDPF 4579.04 and submit for review	_____
24. One (1) Box Air Sampler Filters (50 mm)	_____
25. Ten (10) Air Sampler Charcoal Cartridges	_____
26. Nine (9) Two Dram Vials	_____
27. Ten (10) Silver Zeolite Air Sample Cartridges (Sealed in plastic)	_____

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS	INITIALS	
28. Box of non-time critical items		
a. Six (6) Air Sampler Environmental Cartridges	_____	
b. Twelve (12) Small Poly 23 ml Bottles	_____	
c. Eight (8) Large Poly Bottles	_____	
d. Twelve (12) Medium Poly Bags	_____	
29. Distribution Trays (7)	_____	
30. Telephones: (Wall Mounted in Rad Assessment)		
a. #21 (Powerfail)	_____	(Room 124)
b. #22	_____	(Room 124)
c. #39	_____	(Room 124)
d. #71 (FTS)	_____	(Room 124) (Checked by E-Plan monthly)
e. #72 (FTS)	_____	(Room 124) (Checked by E-Plan monthly)
f. #76 (FTS)	_____	(Room 124) (Checked by E-Plan monthly)
31. Area Map/Dispersion Wheel (mounted on wall in Room 124)	_____	
32. Fax Machine (Room 124)	_____	
33. Rulers (2)	_____	
D. Emergency Equipment Cabinet #4 for use by Rad Assessment		
1. Low Volume Air Sampler (1)	_____	
a. Calibration Up-to-Date	_____	(Cal. Due Date) _____
b. Operational Check	_____	
c. Left with fresh paper and cartridge in holder	_____	
2. "Bull Horn" (1)	_____	
a. Operational Check	_____	
3. Electrical Extension Cords (3)	_____	
4. Dosimeter Charger (1) Check OK	_____	

**EMERGENCY EQUIPMENT CHECKLIST (Continued)**

ITEMS	INITIALS	
5. High Range Dosimeters (20)	_____	
a. Calibration Up-To-Date	_____	
6. Gamma Dose Rate Meter (2)	_____	
a. Battery Check OK	_____	
b. Calibration Up-To-Date	_____	<u>(Cal. Due Date)</u>
7. Flashlights (12)	_____	
8. Batteries (12)	_____	
9. Check Source (Strength >1 mR/hr but <4 mR/hr)	_____	
10. Telephones: (mounted in Chem. & Sample Analysis Lab)		
a. #14	_____	(Room 120)
b. #15	_____	(Room 120)
11. SAM-II Ba-133 Source	_____	
E. Room #118 for Use By Nuclear Regulatory Commission (NRC) Emergency Response Personnel		

<p><b><u>NOTE</u></b></p> <p>The Fax machine will be brought to the facility by NRC emergency responders.</p>
---

1. Telephones: (Wall Mounted unless other wise specified)		
a. #16	_____	(Room 118)
b. #17	_____	(Room 118)
c. #18	_____	(Room 118)
d. #57	_____	(Room 118)
e. #73 (FTS)	_____	(Checked by E-Plan monthly)
f. #74 (FTS)	_____	(Checked by E-Plan monthly)
g. #89	_____	(Room 118)
h. #90	_____	(Room 118)
2. Computer with RTIME operational (PSS)		



EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS

INITIALS

F. Room #123 OSMT Communications Area

- |    |   |       |            |
|----|---|-------|------------|
| 1. | UHF Radio Transmitter/Receiver Systems (2)    | _____ |            |
| 2. | Area Map/Dispersion "Wheel"                   | _____ |            |
| 3. | 10 Mile EPZ Map                               | _____ |            |
| 4. | Air Sample codes for I-131 Air concentrations | _____ |            |
| 5. | Field Sample Thyroid Dose Nomogram            | _____ |            |
| 6. | Site Boundary Map                             | _____ |            |
| 7. | Decnet Terminal                               | _____ |            |
| 8. | Telephones: (wall mounted)                    |       |            |
|    | a. #29 (Powerfail)                            | _____ | (Room 123) |
|    | b. #30  | _____ | (Room 123) |

G. Room #128 for Use by EOF Engineering Support Group

- |    |                                       |       |            |
|----|---------------------------------------|-------|------------|
| 1. | #62                                   | _____ | (Room 128) |
| 2. | #65                                   | _____ | (Room 128) |
| 3. | #13                                   | _____ | (Room 127) |
| 4. | #63 (2)                               | _____ | (Room 127) |
| 5. | Computer with RTIME Operational (PSS) |       |            |

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS

INITIALS

H. The following equipment is located in the Sprinkler Room of the Training Center (Room 118):

1. Sealed decontamination barrel containing non-time critical items  
 If not sealed, inventory contents, ensure the following are available, and reseal.
  - a. Towels (12)
  - b. Face Cloths (12)
  - c. Decon Soap (3)
  - d. Plastic Bags (12)
  - e. Poly 6 ml x 6' x 100' (1 roll)
  - f. Paper Towels (5 boxes)
  - g. Scissors (1 pair)
  - h. Blotter Paper (3 10' sections)
  - i. Masking Tape (5 rolls)
  - j. Cloth Gloves (2 bundles)
  - k. Surgeons Gloves (1 box)
  - l. Plastic Basins (3)
  - m. Scrub Brushes (12)
  - n. "Radioactive Material" Tape (2 rolls)
  - o. Paper Suits (10 pair)

2. RP 0537, Contamination Events	_____	Rev.	LPC#
3. (1) VY Emergency Off-Site Dose Rate Nomogram #1	_____	#1	
4. (4) EAL Charts - AP 3125 #2	_____	#2	
5. (1) Area Map/Dispersion "Wheel" #4	_____	#4	
6. (1) Plant Parameter Status Board #5	_____	#5	
7. (1) 50 Mile Ingestion Pathway Map #9	_____	#9	
8. Manpower and Planning Assistant In-Plant Status Board #11A	_____	#11	

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS	INITIALS
9. Manpower and Planning Assistant Off-Site Status Board #11B	_____ #11
10. (1) Emergency Operations Facility Organization #12	_____ #12
11. (1) Vermont Yankee Emergency Management Organization #13	_____ #13
12. (3) RM-14 with HP-210 Probe	_____
a. Battery Check OK	_____
b. Calibration Up-To-Date	_____ (Cal. Due Date)
13. Personnel Monitoring Team Clipboard and Logbook.	_____
14. Wireless Headset (charging) for VY use NRC FTS HPN Phone	_____
15. "Authorized Personnel" Sign for Training Lobby Entrance	_____
16. Tote for Manpower and Planning containing:	_____
a. Emergency Notepads	_____
b. Clipboard and logbook	_____
c. Clipboard containing area maps	_____
d. ERF Directory	_____
e. Small tote with office supplies	_____
17. Fax machine for Engineering Support Group use in room 128.	_____

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS

INITIALS

I. Miscellaneous Items

1. Test communications with New York State Emergency Management Office by dialing 1-518-457-2200 (backup 518-457-6811). Advise of the test and record name of NY State Official contacted.

\_\_\_\_\_  
(NY State Official)

2. Test data line for Dose Tracking System - Ingress. Perform the following steps for system operability: \_\_\_\_\_

a. DEC terminal plugged into wall module, jack #28d, in OSMT Communications Area. \_\_\_\_\_

b. The system is ready to operate:

1) Type in RWP1 account name and password ID.

2) At the menu, the HIS is ready for access.

3) To log-off the HIS, at the menu:

a) select the EXIT option and press the <RETURN> key,

3. METPAC PC System operational. \_\_\_\_\_

a. Log onto the system and record METPAC version. \_\_\_\_\_

\_\_\_\_\_  
METPAC Version: \_\_\_\_\_

4. SAM-II - Perform source check per DP 4562 to verify proper operation (source is located in Cabinet #4, EOF). \_\_\_\_\_

\_\_\_\_\_  
(Cal. Due Date) \_\_\_\_\_

Performed by: \_\_\_\_\_

(Print/Sign)

Date: \_\_\_\_\_

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS

INITIALS

III. OSC Equipment

A. Status Board (located in hallway mounted on wall)

\_\_\_\_\_

B. RP Office Area

\_\_\_\_\_

1. OSC Phone Jacks (located in RP Office (ER981874\_02)

\_\_\_\_\_

a. #11 (Primary Ring Down)

\_\_\_\_\_

b. #27 (Alternate Ring Down)

\_\_\_\_\_

c. #55

\_\_\_\_\_

d. #56

\_\_\_\_\_

2. Computer with RTIME (PSS)

\_\_\_\_\_

a. Radiation Protection Superintendent's Office operational

\_\_\_\_\_

C. E-Kit Storage Area

1. Air Samplers (4)

a. Operational check (run for about 3 mins.)

\_\_\_\_\_

b. Calibration date

\_\_\_\_\_

Calibration Date

c. Left with fresh filter paper and cartridge in holders

\_\_\_\_\_

d. Battery on charger (1) (used for operational checks)

\_\_\_\_\_

2. RM-14 with HP-210 Probe (4)

a. Battery check OK

\_\_\_\_\_

\_\_\_\_\_

b. Calibration up-to-date

\_\_\_\_\_

Calibration Due Date

\_\_\_\_\_

Calibration Due Date

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS	INITIALS			
3. Gamma Dose Rate Meter (5)				
a. Battery check OK	_____	_____	_____	_____
b. Calibration up-to-date	_____	_____	_____	_____
		Calibration Due Date	_____	_____
		Calibration Due Date	_____	_____
4. Inspect respirators (16) per DP 4579	_____			
a. Check expiration date on filter canisters (16)	_____			
b. VYDPF 4579.04 completed and submitted for review	_____			
D. Site Boundary Team Kit				
1. Site Boundary clipboard	_____			
a. OP 3510 (2 copies)	_____			
b. Paper pad	_____			
2. High range dosimeters (4)	_____			
a. Calibration up-to-date	_____	(Cal. Due Date)	_____	_____
b. Dosimeter charger operational check	_____			
3. Check Source	_____			
a. Strength >1 mR/hr. and <4mR/hr	_____			
4. Potassium Iodide (KI)	_____			
a. Check expiration date	_____	(Exp. Date)	_____	_____
5. Stopwatch	_____			
a. Operational check	_____			
6. Flashlight (1) operational check	_____			
7. Batteries "D" cells (2)	_____			

**EMERGENCY EQUIPMENT CHECKLIST (Continued)**

**ITEMS**

**INITIALS**

8. Sealed container of non-time critical items \_\_\_\_\_

If not sealed, inventory contents, ensure the following are available, and reseal.

Filter paper, air sample (1 box)

Parafilm

Tweezers (1 pair)

Surgeons gloves (1 box)

Charcoal filter cartridges (6)

Ten (10) Silver zeolite cartridges (sealed in plastic)

Pencils (approx. 4)

Filter/Cartridge Collection envelopes (6)

**E. Off-Site Emergency Kits**

**NOTE**

During an emergency, off-site teams will be issued portable radios in accordance with procedure OP 3504, "Emergency Communications".

		<u>Kit 1 (BLUE)</u>	<u>Kit 2 (GREEN)</u>	<u>Kit 3 (BLACK)</u>
1.	OP 3510 (3 copies)	_____	_____	_____
2.	High range dosimeters (4)	_____	_____	_____
	a. Calibration date	_____ Calibration Date _____		
	b. Dosimeter charger - operational check	_____	_____	_____
3.	Check Source	_____	_____	_____
	a. Strength >1mR/hr. and <4mR/hr	_____	_____	_____
4.	Potassium Iodide (KI)	_____	_____	_____
	a. Check expiration date	_____ Expiration Date _____		
5.	Stopwatch	_____	_____	_____
	a. Operational check	_____	_____	_____

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS	INITIALS		
	<u>Kit 1 (BLUE)</u>	<u>Kit 2 (GREEN)</u>	<u>Kit 3 (BLACK)</u>
6. Flashlights (2) operational check	_____	_____	_____
7. Batteries "D" cells (6)	_____	_____	_____
8. Pre-Determined Sample Locations Sheet	_____	_____	_____
9. Sealed container of non-time critical items	_____	_____	_____
If not sealed, inventory contents, ensure the following are available, and reseal.			
Poly bottles (3)			
Poly bags (3)			
Smear paper (1 box)			
Activated charcoal filter cartridges (6)			
Ten (10) Silver zeolite cartridges (sealed in plastic)			
Marking pen (approx. 4)			
Screwdriver			
Keys to Envir. Stations			
Filter/Cartridge Collection envelopes (6)			
Off-Site Team Clipboard			
Paper pad			
Filter paper, air sample (1 box)			
Parafilm			
Tweezers (1 pair)			
Surgeons gloves (1 box)			



EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS

INITIALS

F. All equipment and materials returned to the kits and the kits sealed \_\_\_\_\_

G. RP Checkpoint \_\_\_\_\_

1. OSC Dosimetry Kit \_\_\_\_\_

a. Dosimeters \_\_\_\_\_

1) 20 Self Reading Dosimeters (SRDs) \_\_\_\_\_

2) 1 SRD Charger (AC) \_\_\_\_\_

3) 20 TLDs \_\_\_\_\_

4) 2 TLD Controls \_\_\_\_\_

5) 6 Extremity TLDs \_\_\_\_\_

6) 2 Extremity Controls \_\_\_\_\_

7) High Range Dosimeters (13) \_\_\_\_\_

a) Calibration up-to-date \_\_\_\_\_

(Cal. Due Date) \_\_\_\_\_

b. Procedures \_\_\_\_\_

1) AP 0506, Personnel Monitoring \_\_\_\_\_

2) AP 0525, Dosimetry Processing \_\_\_\_\_

3) AP 0546, Planned Special Exposure \_\_\_\_\_

4) OP 3507, Emergency Radiation Exposure Control \_\_\_\_\_

c. Forms \_\_\_\_\_

1) NRC Form 4 \_\_\_\_\_

2) Exposure History Release Forms \_\_\_\_\_

3) General Access RWP \_\_\_\_\_

4) VYAPF 0525.06, Pregnant Woman Declaration Form \_\_\_\_\_

**EMERGENCY EQUIPMENT CHECKLIST (Continued)**

ITEMS	INITIALS
5) VYAPF 0506.08, Multibadge TLD Location Form	_____
6) VYOPF 3507.01, Personnel Exposure Log	_____
7) VYAPF 0506.07, Administration Radiation Exposure Control Change Request	_____
8) VYAPF 0525.09, Lost, Damaged or Misused Dosimetry Report	_____
9) VYAPF 0525.08, Visitor/Tour Member Logsheets	_____
10) AF.01, PADs Consent Form	_____
11) VYAPF 0525.07, Reg. Guide 8.13 Logsheets	_____
12) VYAPF 0525.11, RWP Sign-In Sheet	_____
2. SAM-2 - Perform source check per DP 4562 to verify proper operation (source is located in RP Checkpoint source locker)	_____ (Cal. Due Date)
3. Medical Team Emergency Electronic Dosimeters (5)	
a. Calibration up-to-date	_____ Cal Due Date
b. Replace batteries	_____
4. Computer w/RTIME operational (Checkpoint) (Connected to Plant ERFIS)	_____

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS

INITIALS

H. Maintenance Shop Entrance

1. Medical Team Emergency Electronic Dosimeters (5)

a. Calibration up-to-date

\_\_\_\_\_ Cal Due Date \_\_\_\_\_

b. Replace batteries

\_\_\_\_\_

Performed by: \_\_\_\_\_

(Print/Sign)

Date: \_\_\_\_\_

IV. Inner Gatehouse

A. General Equipment

1. RM-14 with HP-210 probe (this can be standby unit for portal monitor)

\_\_\_\_\_

a. Battery check OK

\_\_\_\_\_

b. Calibration up-to-date

\_\_\_\_\_ (Cal. Due Date) \_\_\_\_\_

2. Inspect respirators (6) as per DP 4579

a. Check expiration date on filter canisters

\_\_\_\_\_

\_\_\_\_\_ (Exp. Date) \_\_\_\_\_

b. Check particulate canisters

\_\_\_\_\_

\_\_\_\_\_ (Exp. Date) \_\_\_\_\_

c. VYDPF 4579.04 completed and submitted for review

\_\_\_\_\_

3. Verify with Security that a minimum of five (5) bag radios are available for use

\_\_\_\_\_

B. Site Boundary Team Kit

1. Gamma Dose Rate Meter

\_\_\_\_\_

a. Battery check OK

\_\_\_\_\_

b. Calibration up-to-date

\_\_\_\_\_ (Cal. Due Date) \_\_\_\_\_

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS	INITIALS	
2. Air Sampler	_____	<u>(Cal. Due Date)</u>
a. Operational check (run for about 3 min.)	_____	
b. Left with fresh filter paper and cartridge in holders	_____	
c. Battery on charger for testing only (may use OSC's)	_____	
3. Potassium Iodide (KI)	_____	
a. Check expiration date	_____	<u>(Exp. Date)</u>
4. Stopwatch	_____	
a. Operational check	_____	
5. OP 3510	_____	
6. Batteries "D" cells (6)	_____	
7. Flashlight (1) operational check	_____	
8. High range dosimeters (10)	_____	<u>(Cal. Due Date)</u>
9. Dosimeter charger (1)	_____	
10. Check source	_____	
a. Strength >1mR/hr. and <4mR/hr	_____	
11. Sealed box of non-time critical items	_____	
<p>If not sealed, inventory contents, ensure the following are available, and reseal.</p> <p>Filter papers (1 box)</p> <p>Charcoal cartridges (6)</p> <p>Ten (10) Silver zeolite cartridges (sealed in plastic)</p> <p>Tweezers (1 pair)</p> <p>Surgeons gloves (1 box)</p> <p>Filter/Cartridge Collection envelopes (6)</p>		

Performed by: \_\_\_\_\_ Date: \_\_\_\_\_  
(Print/Sign)

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS

INITIALS

V. Main Control Room

A. General Equipment

- |    |  |       |                       |
|----|--|-------|-----------------------|
| 1. | Area Map/Dispersion "wheel"                      | _____ |                       |
| 2. | High range dosimeters (5)                        | _____ |                       |
|    | a. Calibration up-to-date                        | _____ | (Cal. Due Date) _____ |
|    | b. Dosimeter charger operational check           | _____ |                       |
| 3. | Potassium iodide (KI)                            | _____ |                       |
|    | a. Check expiration date                         | _____ | (Exp. Date) _____     |
| 4. | Emergency Plan                                   | _____ |                       |
| 5. | Emergency Plan Implementing Procedures           | _____ |                       |
| 6. | Emergency Logbook                                | _____ |                       |
| 7. | Status Forms Drawer                              | _____ |                       |
| 8. | SAM RPV Cutaway Operator Aid                     | _____ |                       |
| B. | Inspect Scott-Pacs (6) (as per DP 4579)          | _____ |                       |
| 1. | VYDPF 4579.01 completed and submitted for review | _____ |                       |

Performed by: \_\_\_\_\_ Date: \_\_\_\_\_  
 (Print/Sign)

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS

INITIALS

VI. Technical Support Center

A. General Equipment - Offices behind TSC Conference Room

- 1. Mobile UHF System Base Radio Station and ERF Directory \_\_\_\_\_
- 2. Offsite Dose Rate Nomogram \_\_\_\_\_
- 3. Area Map/Dispersion "Wheel" \_\_\_\_\_

B. Emergency Equipment Cabinets

- 1. TSC Primary Position Title Tags (ziplock bag) \_\_\_\_\_
- 2. VYOPF 3542.01, Personnel Accountability Log on 5 clipboards \_\_\_\_\_
- 3. Emergency Notepads \_\_\_\_\_
- 4. Redi-Letter Speed Sets \_\_\_\_\_
- 5. Tote with office supplies \_\_\_\_\_
- 6. ENS Telephone Headset \_\_\_\_\_
- 7. Magnetic accountability signs for the doors (3) \_\_\_\_\_
- 8. Emergency Plan (Copy #3) \_\_\_\_\_
- 9. Emergency Plan Implementing Procedures (Copy #3) \_\_\_\_\_
- 10. PP 7019, Severe Accident Management Program (2) (Controlled Copies 2 and 2A) (#2 may be located in the TSC area phone room) \_\_\_\_\_
- 11. SAM RPV Cutaway Operator Aid (in front of PP 7019 book) (2) \_\_\_\_\_
- 12. Status Forms Book \_\_\_\_\_
- 13. VYOPF 4533.01, Air Sample Form (6) \_\_\_\_\_
- 14. Clipboard with: Call-In List, VY Phone List, EAPL, Respirator Qualifications, VY Org. Chart \_\_\_\_\_
- 15. ERF Directory (3) \_\_\_\_\_

Rev. \_\_\_\_\_ LPC# \_\_\_\_\_

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS	INITIALS
16. TSC Logbook	_____
17. TSC personnel Sign-In Forms Book (white 3-ring binder)	_____
18. Emergency Resources Manual	_____
19. North American Emergency Response Guidebook (2)	_____
20. Reactor Building Phone List	_____
21. Region I Incident Response Vol. I & II	_____
22. ERDS Data Continuous Communicator Book	_____
23. Inspect respirators (4) (as per DP 4579)	_____
a. Check expiration date on filter canisters	_____ (Exp. Date)
b. VYDPF 4579.04 completed and submitted for review	_____
24. Potassium iodide (KI)	_____
a. Check expiration date	_____ (Exp. Date)
25. High range dosimeter (4)	_____ (Cal. Due Date)
26. Gamma dose rate meter	_____ (Cal. Due Date)
27. Air sampler, low volume, with charcoal cartridge (1)	_____ (Cal. Due Date)
a. Operational Check	_____
b. Left with fresh filter paper and cartridge in holder	_____
28. Box of safety goggles and hearing protection	_____
29. Sealed container of non-time critical items	_____
If not sealed, inventory contents, ensure the following are available, and reseal.	
a. Charcoal filter cartridges (6)	_____

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS	INITIALS	
b. Six (6) Silver zeolite (sealed in plastic)	_____	
c. Filter paper, air sample (1 box)	_____	
d. Tweezers (1 pair)	_____	
e. Surgeons gloves (1 box)	_____	
f. Smear papers (1 box)	_____	
30. Perform a functional test on four (4) RM-16's	_____	
31. Check cal-due date on TSC Cam	_____	<u>(Cal. Due Date)</u>
a. Check TSC Cam for chart paper	_____	
b. Check the TSC Cam for filter paper and charcoal cartridge (refer to DP 2521)	_____	
c. Turn on the TSC Cam and perform the daily operational checks per DP 2521	_____	
1) If any problems are identified, correct the deficiency and notify the RP Supervisor (instruments).	_____	
d. Restore the TSC Cam to standby status	_____	
32. Dosimeter charger operational check	_____	
33. Classification Signs (on top of cabinets)	_____	
34. RM-14 with HP-210 Probe (1) (in conference room)	_____	<u>(Cal. Due Date)</u>
35. Laminated charts (in Conference Room):		
a. AP 3125 - EALs (2)	_____	
b. OT 3100 - Reactor Scram	_____	
c. EOPs #1-6	_____	



EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS

INITIALS

- d. RPV & Containment  
EOP/SAG Ref and Action  
Levels

NOTE

The FTS phones are stored in the EP cabinet outside of the TSC Communications Room, and are plugged into the appropriate wall jacks in the Computer User's Room, TSC Communications Room, and the NRC front office (see Figure 4 of OP 3504).

36. FTS Telephones: (Checked by E-Plan monthly)
- a. #39
  - b. #40 (wall mounted)
  - c. #41 (wall mounted)
  - d. #42 (wall mounted)
  - e. #43
  - f. #44
  - g. #45
  - h. #47

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS

INITIALS

- 37. TSC Phone Jacks (ER981874\_02)
  - a. #18 \_\_\_\_\_
  - b. #21 \_\_\_\_\_
  - c. #22 with headset \_\_\_\_\_
  - d. #26 (wall mounted) \_\_\_\_\_
  - e. #27 (wall mounted) \_\_\_\_\_
  - f. #28 \_\_\_\_\_
  - g. #29 \_\_\_\_\_
  - h. #34 \_\_\_\_\_
  - i. #55 (copier room) \_\_\_\_\_
  - j. #56 (cordless) \_\_\_\_\_

C. Computers with RTIME (connected to Plant ERFIS)

- 1. General Manager's office operational \_\_\_\_\_
- 2. NRC Resident Inspector's office operational \_\_\_\_\_

Performed by: \_\_\_\_\_ (Print/Sign) Date: \_\_\_\_\_

EMERGENCY EQUIPMENT CHECKLIST (Continued)

ITEMS

INITIALS

Discrepancies:

Page	Section	Remarks
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Other Comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Must be returned to EPC within 14 days of completion by RP Technician.

Reviewed By \_\_\_\_\_ / \_\_\_\_\_  
RP Supervisor (Print/Sign) Date

Approved By \_\_\_\_\_ / \_\_\_\_\_  
EPC (Print/Sign) Date

EPC Comments:  Memo to File Attached

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**BRATTLEBORO MEMORIAL HOSPITAL EMERGENCY EQUIPMENT CHECKLIST**

Date \_\_\_\_\_

**Directions:** Initial inventoried items and note comments in the right-hand column. Replace equipment as required.

<u>Item</u>	<u>Initials</u>	
<b>1. <u>Instruments and Dosimetry</u></b>		
a. Gamma Dose Rate Survey Meter		
1) Instrument VY # _____	_____	(Cal. Due Date) _____
2) Battery test	_____	
b. Beta/Gamma Monitor, RM-14 with HP-210 Probe VY # _____	_____	(Cal. Due Date) _____
1) Battery test	_____	
c. 0-500 mR Self-reading pocket dosimeters (10)	_____	(Cal. Due Date) _____
d. Thermoluminescent dosimeters (10)	_____	(Cal. Due Date) _____
e. Dosimeter Charger	_____	
1) Check operability	_____	
f. The Vinton ring dosimeters (10)	_____	
g. Check Source (located at Nurse's Station)	_____	
<b>2. <u>Procedures</u></b>		
a. Brattleboro Memorial Hospital Radiologically Contaminated Casualty Protocol (2)	_____	
b. OP 3508, On-Site Medical Emergency Procedure		
Current Rev. # _____		
LPC # _____		Rev. _____ LPC# _____
<b>3. Lead container for high activity samples</b>	_____	
<b>4. Packaged disposable table top with inflatable water containers</b>	_____	

BRATTLEBORO MEMORIAL HOSPITAL EMERGENCY EQUIPMENT CHECKLIST (Continued)

5. Equipment and Supplies

- a. Herculite Floor Covering \_\_\_\_\_
- b. 2-inch Masking tape (4 rolls) \_\_\_\_\_
- c. Signs "Caution - Radiation Area" (4) \_\_\_\_\_
- d. Radioactive Material Tags \_\_\_\_\_
- e. Barrier tape (1 roll) \_\_\_\_\_
- f. Step-off pads (2) \_\_\_\_\_
- g. Yellow 30 gal. drum (1) \_\_\_\_\_
- h. Hose for table top drain \_\_\_\_\_
- i. Potassium Iodide \_\_\_\_\_

Performed by: \_\_\_\_\_ Date: \_\_\_\_\_  
RP Technician (Print/Sign)

Discrepancies or Comments:

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Reviewed By \_\_\_\_\_ / \_\_\_\_\_  
RP Supervisor (Print/Sign) Date

Approved By \_\_\_\_\_ / \_\_\_\_\_  
EPC (Print/Sign) Date

CHEMISTRY EMERGENCY EQUIPMENT READINESS CHECK

Initials

I. Liquid PASS Sampling Kit (Chemistry Lab)

- A. 6 syringes with 1.5 inch needles (3 cc)
- B. 1 syringe shield
- C. 12 offgas vials with stoppers
- D. 12 two-dram vials
- E. One 500 ml. graduated cylinder (located at PAS panel or Chem Lab)
- F. 1 vacuum gauge with needle
- G. 10 spare offgas vial stoppers
- H. Large and small tongs
- I. Flashlight w/batteries (functional)
- J. 2 plastic bags for RB 303' samples

II. Plant Vent Stack PASS Sampling Kit

- A. Spare panel needle
- B. 2 inline cartridge holders in kit
- C. 1 box of glass fiber filter paper (minimum of 10 filters)
- D. 12 envelopes for air samples
- E. 15 silver zeolite cartridges, sealed in plastic
- F. 6 CP-100 Charcoal Cartridges
- G. 12 offgas vials with stoppers
- H. 1 vacuum pump with needle
- I. 1 shield for syringe
- J. 5 copies of VYOPF 2611.03 and 2611.10 and 10 copies of VYOPF 2611.04 in the current revision
- K. Large tongs

CHEMISTRY EMERGENCY EQUIPMENT READINESS CHECK (Continued)

Initials

L. 10 copies each of VYOPF 3534.01 and VYOPF 3534.02  
in the current revision

\_\_\_\_\_

M. Flashlight w/batteries - Functional Check

\_\_\_\_\_

N. 2 wrenches for PAS needle changeout

\_\_\_\_\_

O. 9 3cc syringes w/needles

\_\_\_\_\_

P. 1 inline cartridge holder installed at Stack

\_\_\_\_\_

Q. 1 gas marinelli

\_\_\_\_\_

III. Lead Shield "Pigs"

A. One lead brick with cutouts for liquid samples

\_\_\_\_\_

B. Two lead "pigs" with handles at the Plant Vent  
Stack Base.

\_\_\_\_\_

Performed by: \_\_\_\_\_ Date: \_\_\_\_\_

Chemistry Technician (Print/Sign)

Discrepancies or Comments:

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Reviewed By \_\_\_\_\_ / \_\_\_\_\_  
Chemistry Supervision (Print/Sign) Date

Approved By \_\_\_\_\_ / \_\_\_\_\_  
EPC (Print/Sign) Date

POST-ACCIDENT SAMPLING KITS (RP)

ITEMS	INITIALS	REMARKS
I. Containment Sampling (RP Checkpoint)		
A. 6 - syringes	_____	
B. 1 - syringe shield	_____	
C. 3 - sample bombs w/stoppers	_____	
D. 6 - spare vial stoppers	_____	
E. 12 - offgas vials w/stoppers	_____	
F. 2 - male quick connects	_____	
G. 1 - vacuum gauge w/needle	_____	
H. 1 - 5 cc syringe	_____	
I. High range dosimeters (3)	_____	<u>(Cal. Due Date)</u>
J. Large tongs	_____	
II. Miscellaneous Lead Shields (to be used in Post-Accident Sampling)		
A. Two shields for containment sample bombs (located on platform in radwaste hallway)	_____	

Performed by: \_\_\_\_\_ Date: \_\_\_\_\_  
RP Technician (Print/Sign)

Discrepancies or Comments:  
\_\_\_\_\_  
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Reviewed By \_\_\_\_\_ / \_\_\_\_\_  
RP Supervisor (Print/Sign) Date

Approved By \_\_\_\_\_ / \_\_\_\_\_  
EPC (Print/Sign) Date



**PROCEDURE/FORM COPY UPDATE WORKSHEET**

<b>PROCEDURE/FORM</b>			<b>BRATTLEBORO LOCATIONS</b>				<b>VERNON LOCATIONS</b>
<b>No.</b>	<b>Rev.</b>	<b>LPC#</b>	<b>#1</b>	<b>#2</b>	<b>#3</b>	<b>S. Rm</b>	<b>TSC</b>
0537							•
3510						•	
4533.01					•		•
7019			•				
VYP:317				•			

## TSC/EOF FTS AND NAS PHONE CHECKLIST

### A. Emergency Operations Facility - Brattleboro

#### 1. Test NRC FTS Phones

Since all the FTS phones use the same telephone number(s) to contact the NRC Operations Center in Rockville, MD, the ENS phone is tested first to verify the operability of the circuit between Brattleboro and Rockville. The remaining FTS phones can be tested without contacting the NRC Operations Center.

##### a. ENS

Test the Brattleboro NRC FTS ENS line by using phone (#75) in the Site Recovery Manager's Room, and implementing the following steps:

- 1) Lift the receiver and listen for the dial tone.
- 2) After receiving a dial tone, dial the first number listed below (or on the sticker located on the telephone base) using all 11 digits. If the first number is busy, proceed on with the second number.

1-301-816-5100

1-301-951-0550

1-301-415-0550

- 3) State your name, location, and the fact that you are testing the Brattleboro EOF/RC ENS. Request that the NRC staff member call back at 700-661-4329.

- 4) Results Date: \_\_\_\_\_

Successful call to the NRC:  YES  NO

NRC Contact: \_\_\_\_\_ Time: \_\_\_\_\_

Successful callback from the NRC:  YES  NO

NRC Contact: \_\_\_\_\_ Time: \_\_\_\_\_

- 5) If not completely successful in Step 4), notify the Control Room immediately.

##### b. Other NRC FTS Phones

The remaining FTS phones in Brattleboro are tested by calling each FTS phone from a different FTS phone.



TSC/EOF FTS AND NAS PHONE CHECKLIST (Continued)

3) State your name, location, and the fact that you are testing the Vernon ENS. Request that the NRC staff member call back at 700-661-4323.

4) Results Date: \_\_\_\_\_

Successful call to the NRC:  YES  NO

NRC Contact: \_\_\_\_\_ Time: \_\_\_\_\_

Successful callback from the NRC:  YES  NO

NRC Contact: \_\_\_\_\_ Time: \_\_\_\_\_

5) If not completely successful in Step 4), notify the Control Room immediately.

b. Other NRC FTS Phones

1) The remaining FTS phones in Vernon are tested by calling each FTS phone from a different FTS phone. The following FTS phones should be tested for operability:

Wall mounted in Communications Room

#40 700-661-4319

#42 700-661-4321

2) Telephones are in the TSC cabinets. Find the phone labeled #39 and plug it into the outlet labeled #39 in the small office behind the communications room. Call that line from one of the wall mounted FTS phones to verify operability.

3) Take two telephones from the TSC cabinets and test the four circuits in the NRC Office by calling each line. The outlets are on the far wall to the right as you walk in the door (OP 3504, Figure 4). They are labeled #43, #44, #45, and #47.

2. Test performed by: \_\_\_\_\_ / \_\_\_\_\_  
(Print/Sign) Date

Approved By \_\_\_\_\_ / \_\_\_\_\_  
EPC (Print/Sign) Date

EOF EMERGENCY PLAN IMPLEMENTING PROCEDURES AND  
STATUS FORMS BOOK UPDATE

Change # \_\_\_\_\_

Initials

A. Emergency Equipment Cabinet #1 for use by the Site Recovery  
Manager

1. Update Emergency Plan Implementing Procedures Book per  
the Procedure Change Memo \_\_\_\_\_
2. Update ERF Directory (OP 3504, Emergency  
Communications) \_\_\_\_\_
3. Update status forms book for any changes to the  
following:
  - a. AP 3125, Emergency Plan Classification and Action  
Level Scheme \_\_\_\_\_  
(4 large copies of appendices for Sprinkler Room) \_\_\_\_\_
  - b. OP 3511, Off-Site Protective Action  
Recommendations \_\_\_\_\_
  - c. VYOPF 3511.01, Protective Action Recommendation  
Worksheet \_\_\_\_\_
  - d. VYOPF 3546.02, Emergency Classification and PAR  
Notification Upgrade Form \_\_\_\_\_
  - e. VYOPF 3546.01, Plant Status Briefing Form \_\_\_\_\_
  - f. OP 3546, Appendices: A,B,C,E,F,I,J,K,M,N,O,P,Q \_\_\_\_\_

B. Emergency Equipment Cabinet #2 for use by the EOF  
Coordinator

1. Update Emergency Plan Implementing Procedures Book per  
the Procedure Change Memo \_\_\_\_\_
2. Update ERF Directory (OP 3504, Emergency  
Communications) \_\_\_\_\_
3. Update status forms book for any changes to the  
following:
  - a. VYOPF 3542.01, Personnel Accountability Log \_\_\_\_\_
  - b. VYOPF 3504.02, Plant Parameters \_\_\_\_\_
  - c. OP 3511, Off-Site Protective Action  
Recommendations \_\_\_\_\_
  - d. VYOPF 3511.01, Protective Action Recommendation  
Worksheet \_\_\_\_\_

EOF EMERGENCY PLAN IMPLEMENTING PROCEDURES AND  
STATUS FORMS BOOK UPDATE (Continued)

C. Emergency Equipment Cabinet #3 for use by the Radiological  
Supervisor

1. Update Emergency Plan Implementing Procedures Book per  
the Procedure Change Memo \_\_\_\_\_
2. Update ERF Directory (OP 3504, Emergency  
Communications) \_\_\_\_\_
3. Update status forms books for any changes to the  
following:
  - a. OP 3513, Evaluation of Off-Site Radiological  
Conditions \_\_\_\_\_
  - b. OP 3510, Off-Site and Boundary Monitoring \_\_\_\_\_
  - c. OP 3511, Off-Site Protective Action  
Recommendations \_\_\_\_\_
  - d. VYOPF 3513.01, Dose Assessment Status \_\_\_\_\_
  - e. VYOPF 3513.02, Isotopic Analysis \_\_\_\_\_
  - f. VYOPF 3513.03, Field Data Status Log \_\_\_\_\_
  - g. VYOPF 3513.04, Dose at Selected Locations \_\_\_\_\_
  - h. VYOPF 3511.01, Protective Action Recommendation  
Worksheet \_\_\_\_\_
  - i. VYOPF 3507.01, Personnel Exposure Log \_\_\_\_\_
  - j. VYOPF 3507.03, Potassium Iodide Administration  
Record \_\_\_\_\_
  - k. VYOPF 3504.02, Plant Parameters \_\_\_\_\_
  - l. VYOPF 3542.01, Personnel Accountability Log \_\_\_\_\_
  - m. OP 3525, Radiological Coordination \_\_\_\_\_

Discrepancies or Comments: \_\_\_\_\_

Performed By \_\_\_\_\_ / \_\_\_\_\_  
(Print/Sign) Date

Reviewed By \_\_\_\_\_ / \_\_\_\_\_  
EPC (Print/Sign) Date

OSC DOCUMENTATION CHANGE TRACKING FORM

Emergency Plan Implementing Procedure Change # \_\_\_\_\_

Plant Procedures Program Change # \_\_\_\_\_

OSC Status Forms Drawer

Update Emergency Plan Implementing Procedures per the Procedure Change Memo for any changes to the following:

- |  | <u>Initials</u> |
|--|-----------------|
| A. Update Emergency Plan Implementing Procedures book(s) per the Procedures Change Memo. | _____           |
| B.   |                 |
| 1. OP 3507, Emergency Radiation Exposure Control   | _____           |
| 2. VYOPF 3507.01, Personnel Exposure Log   | _____           |
| 3. VYOPF 3507.02, Emergency Radiation Exposure Briefing/Debriefing                       | _____           |
| 4. VYOPF 3507.03, Potassium Iodide Administration Record                                 | _____           |
| 5. OP 3544, Operation of the Operations Support Center                                   | _____           |
| 6. OP 3544, Appendix A - Alert - Radiological Habitability Assessment                    | _____           |
| 7. VYOPF 3544.01, Emergency Conditions Radiological Assessment Form                      | _____           |
| 8. VYOPF 3544.02, OSC Team Work Status Form  | _____           |

Performed By \_\_\_\_\_ / \_\_\_\_\_  
(Print/Sign) Date

Site Boundary Team Kit

- Update per Procedure Change Memo any change to the following: Initials
- |  |       |
|--|-------|
| 1. OP 3510, Off-Site and Site Boundary Monitoring (2 copies) | _____ |
|--|-------|

Performed By \_\_\_\_\_ / \_\_\_\_\_  
(Print/Sign) Date

OSC Documentation Change Tracking Form (Continued)

**Inner Gatehouse Site Boundary Team Kit**

Update per Procedure Change Memo any change to the following: Initials

1. OP 3510, Off-Site and Site Boundary Monitoring  
(2 copies) \_\_\_\_\_

Performed By \_\_\_\_\_ / \_\_\_\_\_  
(Print/Sign) Date

**Off-Site Emergency Kits**

Update per Procedure Change Memo any change to the following: Initials

1. OP 3510, Off-Site and Site Boundary Monitoring
  - a. Blue Kit (3 copies) \_\_\_\_\_
  - b. Green Kit (3 copies) \_\_\_\_\_
  - c. Black Kit (3 copies) \_\_\_\_\_

Performed By \_\_\_\_\_ / \_\_\_\_\_  
(Print/Sign) Date

**OCS Dosimetry Kit  
(RP Checkpoint)**

Update per Procedure Change Memo any change to the following: Initials

1. AP 0506, Personnel Monitoring \_\_\_\_\_
2. VYAPF 0506.07, Administration Radiation Exposure Control Change Request \_\_\_\_\_
3. VYAPF 0506.08, Multibadge TLD Location Form \_\_\_\_\_
4. AP 0525, Dosimetry Processing \_\_\_\_\_
5. VYAPF 0525.06, Pregnant Woman Declaration Form \_\_\_\_\_
6. VYAPF 0525.07, Reg. Guide 8.13 Log Sheet \_\_\_\_\_
7. VYAPF 0525.08, Visitor/Tour Member Log Sheet \_\_\_\_\_
8. VYAPF 0525.09, Lost, Damaged or Misused Dosimetry Report \_\_\_\_\_
9. VYAPF 0525.11, RWP Sign In Sheet \_\_\_\_\_



OSC Documentation Change Tracking Form (Continued)

- 10. AP 0546, Planned Special Exposure \_\_\_\_\_
- 11. OP 3507, Emergency Radiation Exposure Control \_\_\_\_\_
- 12. VYOPF 3507.01, Personnel Exposure Log \_\_\_\_\_

Performed By \_\_\_\_\_ / \_\_\_\_\_  
(Print/Sign) Date

Discrepancies or Comments:

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Must be returned to EPC within 10 days of Issue date.

Reviewed By \_\_\_\_\_ / \_\_\_\_\_  
EPC (Print/Sign) Date

CONTROL ROOM EMERGENCY PLAN IMPLEMENTING PROCEDURES AND  
STATUS FORMS BOOK UPDATE

Change # \_\_\_\_\_

Initials

- A. Update Emergency Plan Implementing Procedures per the Procedure Change Memo \_\_\_\_\_
- B. Update status forms drawer for any changes to the following:
  - 1. OP 3540, Control Room Actions During an Emergency \_\_\_\_\_
  - 2. VYOPF 3504.02, Plant Parameters \_\_\_\_\_
  - 3. VYOPF 3540.06, Emergency Classification and PAR Notification Form \_\_\_\_\_
  - 4. VYOPF 3508.01, Medical Emergency Medical Status Record Sheet \_\_\_\_\_
  - 5. VYOPF 3511.01, Protective Action Recommendation Worksheet \_\_\_\_\_
  - 6. VYOPF 3513.01, Dose Assessment Status Form \_\_\_\_\_

Discrepancies or Comments:

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Performed By \_\_\_\_\_ / \_\_\_\_\_  
(Print/Sign) Date

Must be returned to EPC within 10 days of Issue date.

Reviewed By \_\_\_\_\_ / \_\_\_\_\_  
EPC (Print/Sign) Date

TSC EMERGENCY PLAN IMPLEMENTING PROCEDURES AND  
IMPLEMENTING FORMS BOOK UPDATE

Change # \_\_\_\_\_

A. Update Emergency Plan Implementing Procedures Book(s) per the Procedure Change Memo \_\_\_\_\_

B. Update status forms book for any changes to the following:

1. OP 3542, Operation of the Technical Support Center \_\_\_\_\_

2. VYOPF 3542.01, Personnel Accountability Log \_\_\_\_\_

3. VYOPF 3524.02, Initial Site Accountability Check In Form \_\_\_\_\_

4. VYOPF 3504.02, Plant Parameters \_\_\_\_\_

5. VYOPF 3540.06, Emergency Classification and PAR Notification Form \_\_\_\_\_

C. Update five (5) clipboards for any changes to the following:

1. VYOPF 3542.01 Personnel Accountability Log. \_\_\_\_\_

D. Update (1) clipboard for any changes to the following:

1. VYOPF 3524.02, Initial Site Accountability Check In Form \_\_\_\_\_

E. Update TSC personnel Sign-In Forms Book

1. VYOPF 3524.02, Initial Site Accountability Check In Form \_\_\_\_\_

2. VYOPF 3542.01, Personnel Accountability Log \_\_\_\_\_

Discrepancies or Comments:

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\_\_\_\_\_  
\_\_\_\_\_

Performed By \_\_\_\_\_ / \_\_\_\_\_  
(Print/Sign) Date

Must be returned to EPC within 10 days of Issue date.

Reviewed By \_\_\_\_\_ / \_\_\_\_\_  
EPC (Print/Sign) Date

**EMERGENCY RESPONSE TELEPHONE NUMBER CHECK**

- A. Verify that telephone numbers listed in OP 3504, Appendix B, are accurate. (This verification covers telephone numbers listed in OP 3508, OP 3540, and OP 3542.)

Discrepancies:

- B. Verify that telephone numbers listed in AP 0156 are accurate.

Discrepancies:

- C. Verify telephone numbers in the Emergency Response Telephone Directory under tabs: Control Room, OSC, TSC, EOF/RC, Incoming and Outgoing Fax are accurate.

Discrepancies:

- D. Verify telephone numbers in OP 3546, Table 2 are accurate.

Discrepancies:

- E. Place the latest VY phone list in the Emergency Response Telephone Directory.

Performed By \_\_\_\_\_ / \_\_\_\_\_  
EP Staff Member (Print/Sign) Date

Reviewed By \_\_\_\_\_ / \_\_\_\_\_  
EPC (Print/Sign) Date