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		Document		Sht/Sec	Changes	Rev	Status
TOC 1	TOC 2	Type	Number				
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old	EPIA	PROC	RA-EP-01700		C99-1352, E01-2778, E02-0701	0000	APPROVED
new	EPIA	PROC	RA-EP-01700			0001	APPROVED
old	EPIA	PROC	RA-EP-01800		C99-1351, E01-2779	0000	APPROVED
new	EPIA	PROC	RA-EP-01800			0001	APPROVED
old	EPIA	PROC	RA-EP-01900			0001	APPROVED
new	EPIA	PROC	RA-EP-01900			0002	APPROVED
old	EPIB	EPOC	RA-EP-02010			0003	APPROVED
new	EPIB	EPOC	RA-EP-02010			0004	APPROVED
old	EPIC	PROC	RA-EP-02620			0002	APPROVED
new	EPIC	PROC	RA-EP-02620			0003	APPROVED
old	EPIC	PROC	RA-EP-02640			0001	APPROVED
new	EPIC	PROC	RA-EP-02640			0002	APPROVED

Davis-Besse Nuclear Power Station

EMERGENCY PLAN IMPLEMENTING PROCEDURE

RA-EP-01600

UNUSUAL EVENT

REVISION 01

Prepared by: Paul F. Timmerman

Procedure Owner: Director -- Organizational Development

Effective Date: AUG - 1 2003

Procedure Classification:

☒ Safety Related  
☐ Quality Related  
☐ Non-Quality Related

LEVEL OF USE:  
**STEP-BY-STEP**

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## 1.0 PURPOSE

This procedure outlines the course of action and protective measures required to mitigate an Unusual Event.

## 2.0 REFERENCES

### 2.1 Developmental

2.1.1 Davis-Besse Nuclear Power Station Emergency Plan

### 2.2 Implementation

2.2.1 RA-EP-01500, Emergency Classification

2.2.2 RA-EP-01700, Alert

2.2.3 RA-EP-01800, Site Area Emergency

2.2.4 RA-EP-01900, General Emergency

2.2.5 RA-EP-02110, Emergency Notification

2.2.6 RA-EP-02720, Recovery Organization

## 3.0 DEFINITIONS

3.1 UNUSUAL EVENT - Event(s) are in progress or have occurred that indicate a potential degradation of the level of safety of DBNPS. No releases of radioactive material requiring offsite response or monitoring are expected unless further degradation of safety systems occurs.

3.2.1 TRANSITORY EVENT - An event which is classifiable in accordance with RA-EP-01500, Emergency Classification, but becomes a lower - classification or non-classifiable event before being declared.

**4.0 RESPONSIBILITIES**

- 4.1 The Emergency Director shall be responsible for implementing this procedure.**
  - 4.1.1 The Shift Manager shall become the Emergency Director during activation of the Davis-Besse Emergency Plan, and shall be responsible for coordinating the actions of the emergency organization until relieved.**
  - 4.1.2 The Unit Supervisor may assume the Emergency Director duties only if the Shift Manager is not in the Control Room or is incapable of performing those duties.**
  - 4.1.3 The Shift Engineer (Shift Technical Advisor) may assume the Emergency Director duties only if neither the Shift Manager nor the Unit Supervisor is in the Control Room and capable of performing those duties.**
  - 4.1.4 For an Unusual Event the Shift Manager may retain the Emergency Director function throughout the duration of the event. However, the Shift Manager may request that he be relieved of this function by the Emergency Director.**
  - 4.1.5 Upon arrival in the Control Room, the Emergency Assistant Plant Manager or Emergency Plant Manager may relieve the Emergency Director.**
  - 4.1.6 The Emergency Plant Manager may assume the Emergency Director duties from the Technical Support Center (TSC) if the TSC and Emergency Control Center/Emergency Operations Facility (ECC/EOF) are activated.**
  - 4.1.7 The Emergency Director shall remain in the Control Room until the TSC and ECC/EOF have been activated.**

**5.0 INITIATING CONDITIONS**

This procedure shall be utilized whenever an Unusual Event has been classified in accordance with RA-EP-01500, Emergency Classification.

**NOTE 6.0**

The following procedure steps may be performed simultaneously.

**6.0 PROCEDURE****DATE:** \_\_\_\_\_**TIME**      **INITIALS**

The Emergency Director shall direct performance of the following:

**CAUTION 6.1**

If the Unusual Event is due to a security event obtain security management concurrence prior to sounding the Station alarm.

- 6.1 Sound the appropriate Station alarm (fire, access evacuation, and/or initiate emergency procedures) and make the following announcement over the public address system, **TWICE**. \_\_\_\_\_

6.1.1 Upgrading:

"ATTENTION ALL PERSONNEL;  
ATTENTION ALL PERSONNEL: AN  
UNUSUAL EVENT HAS BEEN  
DECLARED. ALL MEMBERS OF THE  
ONSHIFT EMERGENCY ORGANIZATION  
STAND BY FOR FURTHER INSTRUCTIONS.  
ALL OTHER PERSONNEL CONTINUE  
WITH YOUR PRESENT DUTIES UNLESS  
FURTHER INSTRUCTION IS GIVEN.  
THE REASON FOR THE UNUSUAL EVENT IS: \_\_\_\_\_"

(STATE REASON)

- 6.1.2 If there is a localized emergency (e.g., fire) announce its type and location and instruct personnel to stand clear of the area.

- 6.2 Notify the Emergency Response Organization (ERO) in accordance with RA-EP-02110, Emergency Notification \_\_\_\_\_

DATE: \_\_\_\_\_

	<u>TIME</u>	<u>INITIALS</u>
6.3 Notify Ottawa County, Lucas County, and the State of Ohio within 15 minutes of any emergency classification using the Initial Notification Form, DBEP-010, in accordance with RA-EP-02110, Emergency Notification.	_____	_____
6.4 Notify the NRC within 1 hour using the Reactor Plant Event Notification Worksheet, DB-0095, in accordance with RA-EP-02110, Emergency Notification.	_____	_____
6.5 Make periodic updates to offsite agencies as conditions change, or hourly at a minimum, using Periodic Update Form, DBEP-009, in accordance with RA-EP-02110, Emergency Notification. These updates may be omitted by mutual agreement with the offsite agencies.	_____	_____
6.6 When plant conditions change review RA-EP-01500, Emergency Classification, to determine if the event should be reclassified. If the event is reclassified, then implement the appropriate procedure.	_____	_____
6.7 If a Transitory Unusual Event condition has occurred, notify Ottawa County, Lucas County, the State of Ohio, and the NRC in accordance with RA-EP-02110, Emergency Notification.	_____	_____
6.8 The individual assuming the responsibilities of Emergency Director shall complete the Emergency Director Turnover Data Sheet, DBEP-304, using information provided by the Control Room log and status boards.	_____	_____



DATE: \_\_\_\_\_

		<u>TIME</u>	<u>INITIALS</u>
6.9	If the emergency situation is mitigated and completely declassified, then perform the following:		
6.9.1	Make this announcement over the public address system:  "ATTENTION ALL PERSONNEL; ATTENTION ALL PERSONNEL. THE EMERGENCY SITUATION HAS BEEN TERMINATED. I REPEAT, THE EMERGENCY SITUATION HAS BEEN TERMINATED."	_____	_____
6.9.2	Notify Ottawa County, Lucas County, and the State of Ohio using the Initial Notification Form, DBEP-010, in accordance with RA-EP-02110, Emergency Notification.	_____	_____
6.9.3	Notify the Nuclear Regulatory Commission using the Reactor Plant Event Notification Worksheet, DB-0095, in accordance with RA-EP-02110, Emergency Notification.	_____	_____
6.9.4	Notify the Emergency Response Organization (ERO) in accordance with RA-EP-02110, Emergency Notification.	_____	_____
6.10	Perform recovery actions in accordance with RA-EP-02720, Recovery Organization.	_____	_____
6.11	Records, other than Safeguards Records, shall be collected and forwarded to the Supervisor - Emergency Preparedness who shall submit them to Nuclear Records Management. Safeguards shall be collected and forwarded to the Supervisor- Security Shift.	_____	_____

Section 6.0 completed by: \_\_\_\_\_ Date: \_\_\_\_\_

**7.0 FINAL CONDITIONS**

- 7.1 The Unusual Event situation no longer exists and actions are being taken in accordance with RA-EP-02720, Recovery Organization.

**OR**

- 7.2 Emergency has been upgraded in classification and actions are being taken in accordance with RA-EP-01700, Alert, RA-EP-01800, Site Area Emergency, or RA-EP-01900, General Emergency.

**8.0 RECORDS**

- 8.1 The following quality assurance records are completed by this procedure and shall be listed on the Nuclear Records List, captured, and submitted to Nuclear Records Management in accordance with NG-NA-00106:

8.1.1 None

- 8.2 The following non-quality assurance records are completed by this procedure and may be captured and submitted to Nuclear Records Management, in accordance with NG-NA-00106:

8.2.1 RA-EP-01600, Unusual Event (when steps have been completed)

8.2.2 Emergency Director Turnover Data Sheet, DBEP-304

8.2.3 Initial Notification Form, DBEP-010

8.2.4 Periodic Update Form, DBEP-009

8.2.5 Reactor Plant Event Notification Worksheet, DB-0095

COMMITMENTS

<u>Section</u>	<u>Reference</u>	<u>Comments</u>
6.3, 6.4, 6.5	TERMS O 13532, TERMS O 13969, TERMS O 15211, TERMS O 15212	Addresses 24 hour notification capability
4.1.3	TERMS O 13670	Specifies conditions under which the STA may assume Emergency Director duties
6.1	TERMS Q 00785	Sounding Station Alarms
ALL	TERMS Q 03113	Activating the ERO

**Davis-Besse Nuclear Power Station**

**EMERGENCY PLAN IMPLEMENTING PROCEDURE**

**RA-EP-01700**

**ALERT**

**REVISION 01**

**Prepared by: Paul F. Timmerman**

**Procedure Owner: Director – Organizational Development**

**Effective Date: AUG - 1 2003**

**Procedure Classification:**

☒ **Safety Related**

☐ **Quality Related**

☐ **Non-Quality Related**

**LEVEL OF USE:**  
**STEP-BY-STEP**

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**1.0 PURPOSE**

This procedure outlines the course of action and protective measures required to mitigate an Alert.

**2.0 REFERENCES****2.1 Developmental**

2.1.1 Davis-Besse Nuclear Power Station Emergency Plan

**2.2 Implementation**

2.2.1 RA-EP-01500, Emergency Classification

2.2.2 RA-EP-01600, Unusual Event

2.2.3 RA-EP-01800, Site Area Emergency

2.2.4 RA-EP-01900, General Emergency

2.2.5 RA-EP-02010, Emergency Management

2.2.6 RA-EP-02110, Emergency Notification

2.2.7 RA-EP-02240, Offsite Dose Assessment

2.2.8 RA-EP-02520, Assembly and Accountability

2.2.9 RA-EP-02710, Reentry

2.2.10 RA-EP-02720, Recovery Organization

**3.0 DEFINITIONS**

3.1 **ALERT** - Events are in progress or have occurred which involve an actual or potential substantial degradation of the level of safety of DBNPS. Any releases are expected to be limited to small fractions of the EPA Protective Action Guidelines exposure level.

3.2 **TRANSITORY EVENT** - An event which is classifiable in accordance with RA-EP-01500, Emergency Classification, but becomes a lower - classification or non-classifiable event before being declared.

#### 4.0 RESPONSIBILITIES

- 4.1 The Emergency Director shall be responsible for the implementation of this procedure.
  - 4.1.1 The Shift Manager shall become the Emergency Director during activation of the Davis-Besse Emergency Plan and shall be responsible for coordinating the actions of the emergency organization until relieved.
  - 4.1.2 The Unit Supervisor may assume the Emergency Director duties only if the Shift Manager is not in the Control Room, or is incapable of performing those duties.
  - 4.1.3 The Shift Engineer (Shift Technical Advisor) may assume the Emergency Director duties only if neither the Shift Manager nor the Unit Supervisor is in the Control Room and capable of performing those duties.
  - 4.1.4 Upon arrival in the Control Room, the Emergency Assistant Plant Manager or Emergency Plant Manager may relieve the Emergency Director.
  - 4.1.5 The Emergency Plant Manager may assume the Emergency Director duties from the Technical Support Center (TSC) if the TSC and Emergency Control Center/Emergency Operations Facility (ECC/EOF) are activated.
  - 4.1.6 The Emergency Director shall remain in the Control Room until the TSC and ECC/EOF have been activated.

#### 5.0 INITIATING CONDITIONS

This procedure shall be utilized whenever an Alert has been classified in accordance with RA-EP-01500, Emergency Classification.

**NOTE 6.0**

The following procedure steps may be performed simultaneously.

**6.0 PROCEDURE**

DATE: \_\_\_\_\_

TIME                      INITIALS

The Emergency Director shall direct performance of the following:

**CAUTION 6.1**

1. If the Alert is due to a security event, obtain security management concurrence prior to sounding the Station alarm.
2. If there is potential for an airborne radiological release, consider announcing that there shall be no eating, smoking, or drinking in the area.

- 6.1 Sound the appropriate Station alarm (fire, access evacuation, and/or initiate emergency procedures) and make the following announcement over the public address system, TWICE.

**6.1.1 Upgrading:**

**"ATTENTION ALL PERSONNEL; ATTENTION ALL PERSONNEL: AN ALERT HAS BEEN DECLARED. ALL MEMBERS OF THE ONSITE EMERGENCY ORGANIZATION REPORT TO YOUR DESIGNATED EMERGENCY RESPONSE FACILITIES. ALL NONESSENTIAL PERSONNEL GO TO THE DESIGNATED EMERGENCY ASSEMBLY AREA STAND BY. THE REASON FOR THE ALERT IS:**

\_\_\_\_\_  
(STATE REASON)



DATE: \_\_\_\_\_

		<u>TIME</u>	<u>INITIALS</u>
6.1.2	If there is a localized emergency (e.g., fire) announce its type and location and instruct personnel to stand clear of the area.	_____	_____
6.1.3	Downgrading:  "ATTENTION ALL PERSONNEL, THE EMERGENCY CONDITION HAS BEEN DOWNGRADED TO AN ALERT. I REPEAT THE EMERGENCY CONDITION HAS BEEN DOWNGRADED TO AN ALERT."	_____	_____
6.2	Notify the Emergency Response Organization (ERO) in accordance with RA-EP-02110, Emergency Notification.	_____	_____
6.3	Notify Ottawa County, Lucas County and the State of Ohio within 15 minutes of any emergency classification using the Initial Notification Form, DBEP-010, in accordance with RA-EP-02110, Emergency Notification.	_____	_____
6.4	Notify the NRC within 1 hour using the Reactor Plant Event Notification Worksheet, DB-0095, in accordance with RA-EP-02110, Emergency Notification.	_____	_____
6.5	Initiate personnel assembly in accordance with RA-EP-02520, Assembly and Accountability.	_____	_____
6.6	Terminate all radwaste releases.	_____	_____
6.7	Ensure the following emergency response facilities are activated: (Not applicable if downgrading.)		
6.7.1	The Operations Support Center	_____	_____
6.7.2	The Technical Support Center	_____	_____
6.7.3	The Emergency Control Center/Emergency Operations Facility	_____	_____
6.7.4	The Joint Public Information Center	_____	_____

DATE: \_\_\_\_\_

	<u>TIME</u>	<u>INITIALS</u>
6.8 Continue dose assessment activities in accordance with RA-EP-02240, Offsite Dose Assessment, with an increased emphasis on determining the need for protective actions.	_____	_____
6.9 Make periodic updates to offsite agencies as conditions change, or hourly at a minimum, using Periodic Update Form, DBEP-009, in accordance with RA-EP-02110, Emergency Notification. These updates may be omitted by mutual agreement with the offsite agencies.	_____	_____
6.10 When plant conditions change review RA-EP-01500, Emergency Classification, to determine if the event should be reclassified.	_____	_____
6.10.1 Once an Alert has been declared, the event shall <u>NOT</u> be downgraded without concurrence of the Control Room, the Technical Support Center and the Emergency Control Center/Emergency Operations Facility.	_____	_____
6.10.2 If the event is reclassified, then implement the appropriate procedure.	_____	_____
6.11 When the Alert is downgraded, make the following notifications in accordance with RA-EP-02110, Emergency Notification:		
6.11.1 Ottawa County, Lucas County, and the State of Ohio using the Initial Notification Form, DBEP-010.	_____	_____
6.11.2 The NRC using the Reactor Plant Event Notification Worksheet, DB-0095.	_____	_____
6.12 If a Transitory Alert condition has occurred, notify Ottawa County, Lucas County, the State of Ohio, and the NRC in accordance with RA-EP-02110, Emergency Notification.	_____	_____

DATE: \_\_\_\_\_

	<u>TIME</u>	<u>INITIALS</u>
6.13 The individual assuming the responsibilities of Emergency Director shall complete the Emergency Director Turnover Data Sheet, DBEP-304, using information provided by the Control Room Log, unit log and status boards.	_____	_____
6.14 If the emergency situation is mitigated and completely declassified, then perform the following:		
6.14.1 Make this announcement over the public address system:		
“ATTENTION ALL PERSONNEL, ATTENTIONA LL PERSONNEL. THE EMERGENCY SITUATION HAS BEEN TERMINATED. I REPEAT THE EMERGENCY SITUATION HAS BEEN TERMINATED.”	_____	_____
6.14.2 Notify Ottawa County, Lucas County, and the State of Ohio using the Initial Notification Form, DBEP-010, in accordance with RA-EP-02110, Emergency Notification.	_____	_____
6.14.3 Notify The NRC using the Reactor Plant Event Notification Worksheet, DB-0095, in accordance with RA-EP-02110, Emergency Notification.	_____	_____
6.14.4 Notify the Emergency Response Organization (ERO) in accordance with RA-EP-02110, Emergency Notification.	_____	_____
6.15 Perform reentry actions in accordance with RA-EP-02710, Reentry.	_____	_____
6.16 Perform recovery actions in accordance with RA-EP-02720, Recovery Organization.	_____	_____

DATE: \_\_\_\_\_

TIME      INITIALS

- 6.17 Records, other than Safeguards Records, shall be collected and forwarded to the Supervisor – Emergency Preparedness who shall submit them to Nuclear Records Management. Safeguards shall be collected and forwarded to the Supervisor – Security Shift.

\_\_\_\_\_

Section 6.0 completed by: \_\_\_\_\_ Date: \_\_\_\_\_

**7.0 FINAL CONDITIONS**

- 7.1 The emergency condition has been downgraded and actions are being taken in accordance with RA-EP-01600, Unusual Event.

OR

- 7.2 Emergency conditions no longer exist and actions are being taken in accordance with RA-EP-02710, Reentry, and/or RA-EP-02720, Recovery Organization.

OR

- 7.3 The emergency condition has been upgraded to a higher classification and actions are being taken in accordance with RA-EP-01800, Site Area Emergency, RA-EP-01900, General Emergency.

**8.0 RECORDS**

- 8.1 The following quality assurance records are completed by this procedure and shall be listed on the Nuclear Records List, captured, and submitted to Nuclear Records Management in accordance with NG-NA-00106:

8.1.1 None

- 8.2 The following non-quality assurance records are completed by this procedure and may be captured and submitted to Nuclear Records Management, in accordance with NG-NA-00106:

8.2.1 RA-EP-01700, Alert (when steps have been completed)

8.2.2 Emergency Director Turnover Data Sheet, DBEP-304

8.2.3 Initial Notification Form, DBEP-010

8.2.4 Periodic Update Form, DBEP-009

8.2.5 Reactor Plant Event Notification Worksheet, DB-0095

COMMITMENTS

<u>Section</u>	<u>Reference</u>	<u>Comments</u>
6.3, 6.4, 6.9	TERMS O 13532, TERMS O 13969, TERMS O 15211, TERMS O 15212	Addresses 24 hour notification capability
4.1.3	TERMS O 13670	Specifies conditions under which the STA may assume Emergency Director duties
6.8	TERMS O 15209	Dose Assessment
6.1	TERMS Q 00785	Sounding Station Alarms
ALL	TERMS Q 03113	Activating the ERO

Davis-Besse Nuclear Power Station

EMERGENCY PLAN IMPLEMENTING PROCEDURE

RA-EP-01800

SITE AREA EMERGENCY

REVISION 01

Prepared by: Paul F. Timmerman

Procedure Owner: Director -- Organizational Development

Effective Date: AUG 1 2003

Procedure Classification:

☒ Safety Related

☐ Quality Related

☐ Non-Quality Related

LEVEL OF USE:  
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## 1.0 PURPOSE

This procedure outlines the course of action and protective measures required to mitigate a Site Area Emergency.

## 2.0 REFERENCES

### 2.1 Developmental

2.1.1 Davis-Besse Nuclear Power Station Emergency Plan

### 2.2 Implementation

2.2.1 RA-EP-01500, Emergency Classification

2.2.2 RA-EP-01600, Unusual Event

2.2.3 RA-EP-01700, Alert

2.2.4 RA-EP-01900, General Emergency

2.2.5 RA-EP-02010, Emergency Management

2.2.6 RA-EP-02110, Emergency Notification

2.2.7 RA-EP-02240, Offsite Dose Assessment

2.2.8 RA-EP-02245, Protective Action Guidelines

2.2.9 RA-EP-02520, Assembly and Accountability

2.2.10 RA-EP-02710, Reentry

2.2.11 RA-EP-02720, Recovery Organization

## 3.0 DEFINITIONS

3.1 **SITE AREA EMERGENCY** - Events are in progress or have occurred which involve actual or likely major failures of DBNPS functions needed for the protection of the public. Any releases are not expected to exceed EPA Protective Action Guidelines exposure levels except near the site boundary.

3.2 **TRANSITORY EVENT** - An event which is classifiable in accordance with RA-EP-01500, Emergency Classification, but becomes a lower - classification or non-classifiable event before being declared.

#### 4.0 RESPONSIBILITIES

- 4.1 The Emergency Director shall be responsible for the implementation of this procedure.
- 4.1.1 The Shift Manager shall become the Emergency Director during activation of the Davis-Besse Emergency Plan and shall be responsible for coordinating the actions of the emergency organization until relieved.
- 4.1.2 The Unit Supervisor may assume the Emergency Director duties only if the Shift Manager is not in the Control Room, or is incapable of performing those duties.
- 4.1.3 The Shift Engineer (Shift Technical Advisor) may assume the Emergency Director duties only if neither the Shift Manager nor the Unit Supervisor is in the Control Room and capable of performing those duties.
- 4.1.4 Upon arrival in the Control Room, the Emergency Assistant Plant Manager or Emergency Plant Manager may relieve the Emergency Director.
- 4.1.5 The Emergency Plant Manager may assume the Emergency Director duties from the Technical Support Center (TSC) if the TSC and Emergency Control Center/Emergency Operations Facility (ECC/EOF) are activated.
- 4.1.6 The Emergency Director shall remain in the Control Room until the TSC and ECC/EOF have been activated.

#### 5.0 INITIATING CONDITIONS

This procedure shall be utilized whenever a Site Area Emergency has been classified in accordance with RA-EP-01500, Emergency Classification.

**NOTE 6.0**

The following procedure steps may be performed simultaneously.

**6.0 PROCEDURE**

DATE: \_\_\_\_\_

TIME                      INITIALS

The Emergency Director shall direct performance of the following:

**CAUTION 6.1**

1. If the Site Area Emergency is due to a security event obtain security management concurrence prior to sounding the Station alarm.
2. If there is potential for an airborne radiological release, consider announcing that there shall be no eating, smoking, or drinking in the area.

**WARNING 6.1**

If use of the Training Center Assembly Area is prohibited because of radiological or other hazardous conditions, choose an alternate location and change the announcement accordingly.

- 6.1 Sound the appropriate Station alarm (fire, access evacuation, and/or initiate emergency procedures) and make the following announcement over the public address system, **TWICE**.
- \_\_\_\_\_
- \_\_\_\_\_

DATE: \_\_\_\_\_

TIMEINITIALS

## 6.1.1 Upgrading:

"ATTENTION ALL PERSONNEL;  
ATTENTION ALL PERSONNEL. A SITE  
AREA EMERGENCY HAS BEEN  
DECLARED. ALL MEMBERS OF THE  
ONSITE EMERGENCY ORGANIZATION  
REORT TO YOUR DESIGNATED  
EMERGENCY RESPONSE FACILITIES.  
ALL NONESSENTIAL PERSONNEL  
WITHIN THE PROTECTED AREA  
EVACUATE TO THE TRAINING CENTER  
ASSEMBLY AREA IMMEDIATELY. THE  
REASON FOR THE SITE AREA  
EMERGENCY IS:

\_\_\_\_\_  
(STATE REASON)

- 6.1.2 If there is a localized emergency, (e.g., fire)  
announce its type and location and instruct  
personnel to stand clear of the area.

## 6.1.3 Downgrading:

"ATTENTION ALL PERSONNEL. THE  
EMERGENCY CONDITION HAS BEEN  
DOWNGRADED TO A SITE AREA  
EMERGENCY. I REPEAT, THE  
EMERGENCY HAS BEEN  
DOWNGRADED TO A SITE AREA  
EMERGENCY."

- 6.2 Notify the Emergency Response Organization (ERO)  
in accordance with RA-EP-02110.
- 6.3 Notify Ottawa County, Lucas County and the State of  
Ohio within 15 minutes of any emergency  
classification using the Initial Notification Form,  
DBEP-010, in accordance with RA-EP-02110,  
Emergency Notification.
- 6.4 Notify the NRC within 1 hour using the Reactor Plant  
Event Notification Worksheet, DB-0095, in  
accordance with RA-EP-02110, Emergency  
Notification.

DATE: \_\_\_\_\_

	<u>TIME</u>	<u>INITIALS</u>
6.5 Initiate personnel accountability (unless previously accomplished) in accordance with RA-EP-02520, Assembly and Accountability.		
6.5.1 Accountability completed.	_____	_____
6.6 Terminate all radwaste releases		
6.7 Ensure the following emergency response facilities are activated:		
6.7.1 The Operations Support Center	_____	_____
6.7.2 The Technical Support Center	_____	_____
6.7.3 The Emergency Control Center/Emergency Operations Facility	_____	_____
6.7.4 The Joint Public Information Center	_____	_____
6.7.5 The Corporate Emergency Response Organization	_____	_____
6.8 Continue dose assessment activities in accordance with RA-EP-02240, Offsite Dose Assessment, with an increased emphasis on dose projection for use in determining the need for implementation of protective actions.	_____	_____
6.9 Make protective action recommendations in accordance with RA-EP-02245, Protective Action Guidelines.	_____	_____
6.10 Make periodic updates to offsite agencies as conditions change, or hourly at a minimum, using the Periodic Update Form, DBEP-009, in accordance with RA-EP-02110, Emergency Notification. These updates may be omitted by mutual agreement with the offsite agencies.	_____	_____

DATE: \_\_\_\_\_

		<u>TIME</u>	<u>INITIALS</u>
6.11	When plant conditions change review RA-EP-01500, Emergency Classification, to determine if the event should be reclassified.	_____	_____
6.11.1	Once a Site Area Emergency has been declared, the event shall <u>NOT</u> be downgraded without concurrence of the Control Room, the Technical Support Center, and the Emergency Control Center/Emergency Operations Facility.	_____	_____
6.11.2	If the event is reclassified, then implement the appropriate procedure.	_____	_____
6.12	When the Site Area Emergency is downgraded, make the following notifications in accordance with RA-EP-02110, Emergency Notification:		
6.12.1	Ottawa County, Lucas County, and the State of Ohio using the Initial Notification Form, DBEP-010.	_____	_____
6.12.2	The NRC using the Reactor Plant Event Notification Worksheet, DB-0095.	_____	_____
6.13	If a Transitory Site Area Emergency condition has occurred, notify Ottawa County, Lucas County, the State of Ohio, and the NRC in accordance with RA-EP-02110, Emergency Notification.	_____	_____
6.14	The individual assuming the responsibilities of Emergency Director shall complete the Emergency Director Turnover Data Sheet, DBEP-304, using information provided by the Control Room log, unit log, and status boards.	_____	_____

DATE: \_\_\_\_\_

TIME      INITIALS

6.15 If the emergency situation is mitigated and completely declassified, then perform the following:

6.15.1 Make this announcement over the public address system:

"ATTENTION ALL PERSONNEL,  
ATTENTION ALL PERSONNEL. THE  
EMERGENCY SITUATION HAS BEEN  
TERMINATED. I REPEAT, THE  
EMERGENCY SITUATION HAS BEEN  
TERMINATED.

6.15.2 Notify Ottawa County, Lucas County, and the State of Ohio using the Initial Notification Form, DBEP-010, in accordance with RA-EP-02110, Emergency Notification

6.15.3 Notify the Nuclear Regulatory Commission using the Reactor Plant Worksheet, DB-0095, in accordance with RA-EP-02110, Emergency Notification.

6.15.4 Notify the Emergency Response Organization (ERO) in accordance with RA-EP-02110, Emergency Notification.

6.16 Perform reentry actions in accordance with RA-EP-02710, Reentry.

6.17 Perform recovery actions in accordance with RA-EP-02720, Recovery Organization.

6.18 Records, other than Safeguards Records, shall be collected and forwarded to the Supervisor – Emergency Preparedness who shall submit them to Nuclear Records Management. Safeguards Records shall be collected and forwarded to the Supervisor – Security Shift.

Section 6.0 completed by: \_\_\_\_\_ Date: \_\_\_\_\_

**7.0 FINAL CONDITIONS**

- 7.1 The emergency condition has been downgraded and actions are being taken in accordance with RA-EP-01700, Alert or RA-EP-01600, Unusual Event.

OR

- 7.2 Emergency conditions no longer exist and actions are being taken in accordance with RA-EP-02710, Reentry, and/or RA-EP-02720, Recovery Organization.

OR

- 7.3 The emergency condition has been upgraded to a General Emergency and actions are being taken in accordance with RA-EP-01900, General Emergency.

**8.0 RECORDS**

- 8.1 The following quality assurance records are completed by this procedure and shall be listed on the Nuclear Records List, captured, and submitted to Nuclear Records Management in accordance with NG-NA-00106:

8.1.1 None

- 8.2 The following non-quality assurance records are completed by this procedure and may be captured and submitted to Nuclear Records Management, in accordance with NG-NA-00106:

8.2.1 RA-EP-01800, Site Area Emergency (when steps have been completed)

8.2.2 Emergency Director Turnover Data Sheet, DBEP-304

8.2.3 Initial Notification Form, DBEP-010

8.2.4 Periodic Update Form, DBEP-009

8.2.5 Reactor Plant Event Notification Work Sheet, DB-0095



COMMITMENTS

<u>Section</u>	<u>Reference</u>	<u>Comments</u>
6.3, 6.4, 6.10	TERMS O 13532, TERMS O 13969, TERMS O 15211, TERMS O 15212	Addresses 24 hour notification capability
4.1.3	TERMS O 13670	Specifies conditions under which the STA may assume Emergency Director duties
6.8	TERMS O 15209	Dose Assessment
6.1	TERMS Q 00785	Sounding Station Alarms
ALL	TERMS Q 03113	Activating the ERO

**Davis-Besse Nuclear Power Station**

**EMERGENCY PLAN IMPLEMENTING PROCEDURE**

**RA-EP-01900**

**GENERAL EMERGENCY**

**REVISION 02**

Prepared by: **Paul F. Timmerman**

Procedure Owner: **Director - Organizational Development**

Effective Date: **AUG - 1 2003**

Procedure Classification:

**X** Safety Related

       Quality Related

       Non-Quality Related

**LEVEL OF USE:**

**STEP-BY-STEP**

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## 1.0 PURPOSE

This procedure outlines the course of action and protective measures required to mitigate a General Emergency.

## 2.0 REFERENCES

### 2.1 Developmental

2.1.1 Davis-Besse Nuclear Power Station Emergency Plan

### 2.2 Implementation

2.2.1 RA-EP-01500, Emergency Classification

2.2.2 RA-EP-01600, Unusual Event

2.2.3 RA-EP-01700, Alert

2.2.4 RA-EP-01800, Site Area Emergency

2.2.5 RA-EP-02010, Emergency Management

2.2.6 RA-EP-02110, Emergency Notification

2.2.7 RA-EP-02240, Offsite Dose Assessment

2.2.8 RA-EP-02245, Protective Action Guidelines

2.2.9 RA-EP-02520, Assembly and Accountability

2.2.10 RA-EP-02530, Evacuation

2.2.11 RA-EP-02710, Reentry

2.2.12 RA-EP-02720, Recovery Organization

## 3.0 DEFINITIONS

3.1 **GENERAL EMERGENCY** - Events are in progress or have occurred which involve actual or imminent substantial core degradation or melting with the potential for loss of containment integrity. Releases can be reasonably expected to exceed EPA Protective Action Guideline exposure levels offsite for more than the immediate site area.

3.2 **TRANSITORY EVENT** - An event which is classifiable in accordance with RA-EP-01500, Emergency Classification, but becomes a lower - classification or non-classifiable event before being declared.

**4.0    RESPONSIBILITIES**

- 4.1    The Emergency Director shall be responsible for the implementing of this procedure.
  - 4.1.1    The Shift Manager shall become the Emergency Director during activation of the Davis-Besse Emergency Plan and shall be responsible for coordinating the actions of the emergency organization until relieved.
  - 4.1.2    The Unit Supervisor may assume the Emergency Director duties only if the Shift Manager is not in the Control Room, or is incapable of performing those duties.
  - 4.1.3    The Shift Engineer (Shift Technical Advisor) may assume the Emergency Director duties only if neither the Shift Manager nor the Unit Supervisor is in the Control Room and capable of performing those duties.
  - 4.1.4    Upon arrival in the Control Room, the Emergency Assistant Plant Manager or Emergency Plant Manager may relieve the Emergency Director.
  - 4.1.5    The Emergency Plant Manager may assume the Emergency Director duties from the Technical Support Center (TSC) if the TSC and Emergency Control Center/Emergency Operations Facility (ECC/EOF) are activated.
  - 4.1.6    The Emergency Director shall remain in the Control Room until the TSC and ECC/EOF have been activated.

**5.0    INITIATING CONDITIONS**

This procedure shall be utilized whenever a General Emergency has been classified in accordance with RA-EP-01500, Emergency Classification.

**NOTE 6.0**

The following procedure steps may be performed simultaneously.

**6.0 PROCEDURE****DATE:** \_\_\_\_\_**TIME**                      **INITIALS**

The Emergency Director shall direct performance of the following:

**CAUTION 6.1**

1. If the General Emergency is due to a security event obtain security management concurrence prior to sounding the Station alarm.

- 6.1 Sound the appropriate Station alarm (fire, access evacuation, and/or initiate emergency procedures) and make the following announcement over the public address system, TWICE.

**6.1.1 Upgrading:**

"ATTENTION ALL PERSONNEL; ATTENTION ALL PERSONNEL: A GENERAL EMERGENCY HAS BEEN DECLARED. NO EATING, DRINKING, OR SMOKING UNTIL FURTHER NOTICE. ALL MEMBERS OF THE ONSITE EMERGENCY ORGANIZATION REPORT TO YOUR DESIGNATED EMERGENCY RESPONSE FACILITIES. ALL NONESSENTIAL PERSONNEL IMMEDIATELY EVACUATE TO THE LINDSEY SERVICE CENTER. THE REASON FOR THE GENERAL EMERGENCY IS \_\_\_\_\_."

(STATE REASON)

(SEE RA-EP-02520, ASSEMBLY AND ACCOUNTABILITY FOR FURTHER DETAIL.)

DATE: \_\_\_\_\_

	<u>TIME</u>	<u>INITIALS</u>
6.1.2 If there is a localized emergency (e.g., fire), then announce its type and location and instruct personnel to stand clear of the area.	_____	_____
6.2 Notify the Emergency Response Organization (ERO) in accordance with RA-EP-02110, Emergency Notification.	_____	_____
6.3 Protective action recommendations shall be made in accordance with RA-EP-02245, Protective Action Guidelines.	_____	_____
6.4 Notify Ottawa County, Lucas County and the State of Ohio within 14 minutes of any emergency classification using the Initial Notification Form, DBEP-010, in accordance with RA-EP-02110, Emergency Notification.	_____	_____
6.5 Notify the NRC within 1 hours using the Reactor Plant Event Notification Worksheet, DB-0095.	_____	_____
6.6 Initiate a general evacuation of the site in accordance with RA-EP-02530, Evacuation.		
Nonessential personnel evacuated from the station.	_____	_____
6.7 Initiate personnel accountability (unless previously accomplished) in accordance with RA-EP-02520, Assembly and Accountability.		
Accountability completed.	_____	_____
6.8 Terminate all radwaste releases.	_____	_____
6.9 Increase surveillance of Control Room instrumentation. Indications of core status (e.g., incore thermocouple reading, etc.) shall receive particular attention.	_____	_____
6.10 Ensure the following emergency response facilities are activated:		
6.10.1 The Operations Support Center	_____	_____
6.10.2 The Technical Support Center	_____	_____

DATE: \_\_\_\_\_

	<u>TIME</u>	<u>INITIALS</u>
6.10.3 The Emergency Control Center/Emergency Operations Facility	_____	_____
6.10.4 The Joint Public Information Center	_____	_____
6.10.5 The Corporate Emergency Response Organization	_____	_____
6.11 Continue dose assessment activities in accordance with RA-EP-02240, Offsite Dose Assessment, with increased emphasis on determining the need for protective actions.	_____	_____
6.12 Make periodic updates to offsite agencies as conditions change, or hourly at a minimum, using the Periodic Update Form, DBEP-009, in accordance with RA-EP-02110, Emergency Notification. These updates may be omitted by mutual agreement with the offsite agencies.	_____	_____
6.13 When plant conditions change review RA-EP-01500, Emergency Classification, to determine if the event should be reclassified.	_____	_____
6.13.1 Once a General Emergency has been declared, the event shall <u>NOT</u> be downgraded without reviewing Downgrading Guidelines in RA-EP-01500, Emergency Classification.	_____	_____
6.13.2 If the event is reclassified, then implement the appropriate procedure.	_____	_____
6.14 When the General Emergency is downgraded, make the following notifications in accordance with RA-EP-02110, Emergency Notification:		
6.14.1 Ottawa County, Lucas County, and the State of Ohio using the Initial Notification Form, DBEP-010.	_____	_____
6.14.2 The NRC using the Reactor Plant Event Notification Worksheet, DB-0095.	_____	_____



DATE: \_\_\_\_\_

TIME      INITIALS

- 6.15 If a Transitory General Emergency condition has occurred, notify Ottawa County, Lucas County, State of Ohio, and the NRC in accordance with RA-EP-02110, Emergency Notification.
- 6.16 The individual assuming the responsibilities of Emergency Director shall complete the Emergency Director Turnover Data Sheet, DBEP-304, using information provided by the Control Room log, unit log, and status boards.
- 6.17 If the emergency situation is mitigated and completely declassified, then perform the following:
- 6.17.1 Make this announcement over the public address system:
- “ATTENTION ALL PERSONNEL,  
ATTENTION ALL PERSONNEL. THE  
EMERGENCY SITUATION HAS BEEN  
TERMINATED. I REPEAT, THE  
EMERGENCY SITUATION HAS BEEN  
TERMINATED.
- 6.17.2 Notify Ottawa County, Lucas County, and the State of Ohio using the Initial Notification Form, DBEP-010, in accordance with RA-EP-02110, Emergency Notification.
- 6.17.3 Notify the Nuclear Regulatory Commission using the Reactor Plant Event Notification Worksheet, DB-0095, in accordance with RA-EP-02110, Emergency Notification.
- 6.17.4 Notify the Emergency Response Organization (ERO) in accordance with RA-EP-02110, Emergency Notification.
- 6.18 Perform an necessary reentry actions in accordance with RA-EP-02710, Reentry.
- 6.19 Perform recovery actions in accordance with RA-EP-02720, Recovery Organization.

DATE: \_\_\_\_\_

TIME      INITIALS

- 6.20 Records, other than Safeguard Records, shall be collected and forwarded to the Supervisor – Emergency Preparedness who shall submit them to Nuclear Records Management. Safeguards Records shall be collected and forwarded to the Supervisor – Security Shift.
- \_\_\_\_\_

Section 6.0 completed by: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**7.0 FINAL CONDITIONS**

- 7.1 The emergency condition has been downgraded and actions are being taken in accordance with RA-EP-01800, Site Area Emergency, RA-EP-01700, Alert or RA-EP-01600, Unusual Event.

**OR**

- 7.2 Emergency conditions no longer exist and actions are being taken in accordance with RA-EP-02710, Reentry, and/or RA-EP-02720, Recovery Organization.

**8.0 RECORDS**

- 8.1 The following quality assurance records are completed by this procedure and shall be listed on the Nuclear Records List, captured, and submitted to Nuclear Records Management in accordance with NG-NA-00106:

8.1.1 None

- 8.2 The following non-quality assurance records are completed by this procedure and may be captured and submitted to Nuclear Records Management, in accordance with NG-IM-00106:

8.2.1 RA-EP-01900, General Emergency (when steps have been completed)

8.2.2 Emergency Director Turnover Data Sheet, DBEP-304

8.2.3 Initial Notification Form, DBEP-010

8.2.4 Periodic Update Form, DBEP-009

8.2.5 Reactor Plant Event Notification Worksheet, DB-0095

COMMITMENTS

<u>Section</u>	<u>Reference</u>	<u>Comments</u>
6.3, 6.4, 6.12	TERMS O 13532, TERMS O 13969, TERMS O 15211, TERMS O 15212	Addresses 24 hour notification capability
6.5	TERMS O 13600	Addresses assembly, accountability, and evacuation or sheltering
4.1.3	TERMS O 13670	Specifies conditions under which STA may assume Emergency Director duties
6.11	TERMS O 13584, TERMS O 15210	Concerns protective action recommendations
6.10	TERMS O15209	Dose Assessment
6.1	TERMS Q 00785	Sounding Station Alarms
ALL	TERMS Q 03113	Activating the ERO

Davis-Besse Nuclear Power Station

**EMERGENCY PLAN IMPLEMENTING PROCEDURE**

RA-EP-02010

**EMERGENCY MANAGEMENT**

REVISION 04

---

Prepared by: Paul F. Timmerman

Procedure Owner: Director – Organizational Development

Effective Date: AUG - 1 2003

Procedure Classification:

- ☒ Safety Related  
☐ Quality Related  
☐ Non-Quality Related

**LEVEL OF USE:**

**IN-FIELD REFERENCE**

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## 1.0 PURPOSE

This procedure establishes a reference aid for key Emergency Response Organization personnel that consolidates the action steps of each individual during the first phase of any emergency response. It is intended to supplement the individual's familiarity and compliance with the plan and implementing procedures by providing a memory key and guideline for the manager's initial responses.

## 2.0 REFERENCES

### 2.1 Developmental

- 2.1.1 Davis-Besse Nuclear Power Station Emergency Plan
- 2.1.2 Corporate Emergency Response Plan

### 2.2 Implementation

- 2.2.1 NG-IS-00004, Fitness for Duty Program
- 2.2.2 RA-EP-00600, Emergency Facility and Equipment Maintenance Program
- 2.2.3 RA-EP-01500, Emergency Classification
- 2.2.4 RA-EP-01600, Unusual Event
- 2.2.5 RA-EP-01700, Alert
- 2.2.6 RA-EP-01800, Site Area Emergency
- 2.2.7 RA-EP-01900, General Emergency
- 2.2.8 RA-EP-02000, Medical Emergencies
- 2.2.9 RA-EP-02110, Emergency Notification
- 2.2.10 RA-EP-02230, Dose Assessment Center Activation and Response
- 2.2.11 RA-EP-02245, Protective Action Guidelines
- 2.2.12 RA-EP-02520, Assembly and Accountability
- 2.2.13 RA-EP-02530, Evacuation
- 2.2.14 RA-EP-02620, Emergency Exposure Controls and Potassium Iodide Distribution
- 2.2.15 RA-EP-02710, Reentry
- 2.2.16 RA-EP-02720, Recovery Organization
- 2.2.17 RA-EP-02800, Preparation and Transport of Contaminated Injured Personnel
- 2.2.18 RA-EP-02950, JPIC Activation and Response
- 2.2.19 DB-OP-00002, Operations Section Event/Incident Notifications and Actions
- 2.2.20 Davis-Besse Emergency Plan Telephone Directory

### 3.0 DEFINITIONS

- 3.1 ALTERNATE EMERGENCY OPERATIONS FACILITY (AEOF) - A conference area outside the 10-mile EPZ, which is available to hold meetings between Davis-Besse emergency management personnel and offsite agency management personnel.
- 3.2 ESSENTIAL PERSONNEL - Personnel assigned specific Emergency Response Duties as identified in the DBNPS Emergency Plan (i.e., operations, fire brigade (FB), first aid team (FAT), radiation monitoring team (RMT), Team Leaders and members, etc.)
- 3.3 NONESSENTIAL PERSONNEL - Personnel who are not preassigned specific Emergency Response duties.
- 3.4 PAR - Protective Action Recommendation.

### 4.0 RESPONSIBILITIES

- 4.1 Emergency Director (Outside of the Control Room), Attachment 1, Emergency Management Guidelines for Emergency Director.
- 4.2 Emergency Plant Manager, Attachment 2, Emergency Management Guidelines for Emergency Plant Manager.
- 4.3 Emergency Offsite Manager, Attachment 3, Emergency Management Guidelines for Emergency Offsite Manager.
- 4.4 Company Spokesperson, Attachment 4, Emergency Management Guidelines for Company Spokesperson.
- 4.5 Emergency Assistant Plant Manager, Attachment 5, Emergency Management Guidelines for Emergency Assistant Plant Manager.

### 5.0 INITIATING CONDITIONS

This procedure is initiated upon notification of a classified emergency event at Davis-Besse Nuclear Power Station.



## 6.0 PROCEDURE

### 6.1 Activation

Upon notification of a classified event at Davis-Besse Nuclear Power Station, each member of the Emergency Response Organization identified below may refer to the appropriate attachment for their responsibilities.

- 8.1.1 Emergency Director (Outside of the Control Room), Attachment 1, Emergency Management Guidelines for Emergency Director.
- 8.1.2 Emergency Plant Manager, Attachment 2, Emergency Management Guidelines for Emergency Plant Manager.
- 8.1.3 Emergency Offsite Manager, Attachment 3, Emergency Management Guidelines for Emergency Offsite Manager.
- 8.1.4 Company Spokesperson, Attachment 4, Emergency Management Guidelines for Company Spokesperson.
- 8.1.5 Emergency Assistant Plant Manager, Attachment 5, Emergency Management Guidelines for Emergency Assistant Plant Manager.

## 7.0 FINAL CONDITIONS

Use of this procedure by emergency management personnel is no longer required when the emergency has been terminated.

## 8.0 RECORDS

- 8.1 The following quality assurance records are completed by this procedure and shall be listed on the Nuclear Records List, captured, and submitted to Nuclear Records Management in accordance with NG-NA-00106:
  - 8.1.1 Emergency Director Turnover Sheet, DBEP-304
- 8.2 The following non-quality assurance records are completed by this procedure and may be captured and submitted to Nuclear Records Management, in accordance with NG-NA-00106:
  - 8.1.2 None

**ATTACHMENT 1: EMERGENCY MANAGEMENT GUIDELINES**  
**FOR**  
**EMERGENCY DIRECTOR (OUTSIDE OF THE CONTROL ROOM)**

Page 1 of 5

**ALTERNATES:** Emergency Plant Manager until the designated Emergency Director arrives.

As listed in Emergency Plan Telephone Directory, Section 3

**DUTY LOCATION:** Technical Support Center, or Emergency Control Center/Emergency Operations Facility

**PRIMARY DUTY:** Overall coordination of Davis-Besse's response to any classifiable event.

**NON-DELEGABLE RESPONSIBILITIES:**

1. Emergency Classification.
2. Offsite Protective Action Recommendations.
3. Compliance with station procedures.
4. Safety and well being of station personnel.
5. Ordering a General Evacuation.

**DELEGABLE RESPONSIBILITIES:**

1. Emergency Dose Authorizations.\*
2. Onsite use of Potassium Iodide by Company personnel.\*

\*Delegable ONLY to Emergency Plant Manager

**DIRECT REPORTS:**

1. Emergency Offsite Manager
2. Emergency Plant Manager
3. Company Spokesperson
4. Emergency Director Advisor

**ATTACHMENT 1: EMERGENCY MANAGEMENT GUIDELINES**  
**FOR**  
**EMERGENCY DIRECTOR (OUTSIDE OF THE CONTROL ROOM)**

Page 2 of 5

**RESPONSE TO CLASSIFIED EVENTS**

This guideline is provided to assist in performing the various activities associated with an Emergency Response in the event of an incident at the Davis-Besse Nuclear Power Station. Refer to the appropriate emergency classification heading and carry out the actions identified under it.

**Unusual Event RA-EP-01600**

- A. **IF** a meaningless "Group" pager display appears on your pager, **THEN** call the Computerized Automated Notification System to verify that an emergency does not exist at the station.
- B. When notified of an Unusual Event (1111 on your pager), call the Computerized Automated Notification System to indicate you have been notified.

**NOTE C.**

The on-call Plant Manager will contact the Control Room, determine the status of the situation and will then contact you with the essential information.

- C. When contacted by the Plant Manager, if practical, use the Emergency Director Turnover Data Sheet, DBEP-304, to review each of the listed areas.
- D. Review the actions being taken to resolve the situation and the projected course of the event.

**NOTE E.**

The Plant Manager's home, office and individual pager phone numbers are listed in the Emergency Plan Telephone Directory.

- E. Exchange telephone numbers, pager numbers, and points of contact with the Plant Manager for further discussions as the situation develops.
- F. No further action is required in response to an incident at this classification level.

**ATTACHMENT 1: EMERGENCY MANAGEMENT GUIDELINES**  
**FOR**  
**EMERGENCY DIRECTOR (OUTSIDE OF THE CONTROL ROOM)**

Page 3 of 5

**Alert RA-EP-01700, Site Area Emergency RA-EP-01800 &**  
**General Emergency RA-EP-01900**

- A. Upon being notified by pager of an Alert (2222 on your pager), Site Area Emergency (3333 on your pager), General Emergency (4444 on your pager) call the Computerized Automated Notification System to indicate you have been notified and provide the system with your estimated travel time (in minutes) to the Emergency Control Center/Emergency Operations Facility.
- B. Report to the Emergency Control Center/Emergency Operations Facility (ECC/EOF).
- C. Upon arrival at the ECC/EOF contact the Emergency Director for a briefing on the nature of the incident.
- D. Discuss the situation with the Emergency Plant Manager and the Emergency Offsite Manager; verify the appropriate classification was made. In the event an improper classification was made, properly classify the event and carry out the correct procedures.
- E. When you have been sufficiently briefed and the Emergency Control Center/Emergency Operations Facility (ECC/EOF) and Technical Support Center (TSC) are activated, complete an Emergency Director Turnover Data Sheet, DBEP-304, and inform the Emergency Director that you are assuming the position of Emergency Director. Announce to the following individuals that you have assumed the Emergency Director position (also direct a general announcement be made):
  - 1. Emergency Plant Manager
  - 2. Emergency Offsite Manager
  - 3. Company Spokesperson
- F. Direct the Emergency Offsite Manager to activate the Corporate Support group at the Perry Plant.
- G. Notify the President – First Energy Nuclear Operating Company (FENOC) of the incident and its potential at the earliest opportunity.
- H. With the Emergency Offsite Manager, review the status of any Protective Action Recommendations made to offsite organizations. **REFER TO** RA-EP-02245, Protective Action Guidelines.
- I. Consider delegating authority for emergency radiation dose and onsite use of Potassium Iodide to the Emergency Plant Manager. **REFER TO** RA-EP-02620, Emergency Exposure Controls and Potassium Iodide Distribution.

**ATTACHMENT 1: EMERGENCY MANAGEMENT GUIDELINES**  
**FOR**  
**EMERGENCY DIRECTOR (OUTSIDE OF THE CONTROL ROOM)**

Page 4 of 5

**Alert RA-EP-01700, Site Area Emergency RA-EP-01800 &**  
**General Emergency RA-EP-01900**  
(Cont.)

**NOTE J.**

Announcements that are intended for the emergency organization in the DBAB are to be made using the ERF Public Address system. Only the north end of the DBAB 1<sup>st</sup> floor is covered by this system. No information can be sent to the station using this system.

- J. Focus your attention to the area of major concern by seating yourself in the facility (TSC or ECC/EOF) which is playing the pivotal role in response to the situation. Ensure that both the Emergency Plant Manager and Emergency Offsite Manager are aware of your location at all times.
- K. Review the status of the Joint Public Information Center (JPIC) with the Company Spokesperson.
- L. Review the status of assembly within the Protected Area with the Emergency Plant Manager. **REFER TO** RA-EP-02520, Assembly and Accountability. **REFER TO** Attachment 6, Overview of Assembly/Evacuation/Accountability, for overview.
- M. Perform evacuation duties, as necessary, in accordance with RA-EP-02530, Evacuation.
- N. **IF** it becomes desirable or necessary to meet with offsite agency officials at a location outside the Plume Exposure Emergency Planning Zone (10-mile EPZ), **THEN** direct that the EOM activate the Alternate Emergency Operations Facility.
- O. As the Emergency Classification requires upgrading or downgrading (as indicated to you by either the Emergency Plant Manager or Emergency Offsite Manager) conduct a meeting with both the Emergency Plant Manager and Emergency Offsite Manager to review the appropriate classification and its impact on onsite and offsite activities underway. Direct the Emergency Offsite Manager to initiate the completion of the Initial Notification Form for your signature.  
**REFER TO** RA-EP-02110, Emergency Notification.
- P. Periodically meet with the Emergency Plant Manager and Emergency Offsite Manager to review the situation and prognosis for the event.
- Q. Evaluate the duration of the event, and arrange for relief staff as deemed appropriate. **REFER TO** Attachment 8, Guidelines for Shift Turnover. Assign an individual to coordinate this activity.
- R. Periodically update the Senior Vice President - Nuclear.

**ATTACHMENT 1: EMERGENCY MANAGEMENT GUIDELINES**  
**FOR**  
**EMERGENCY DIRECTOR (OUTSIDE OF THE CONTROL ROOM)**

Page 5 of 5

**Alert RA-EP-01700, Site Area Emergency RA-EP-01800 &**  
**General Emergency RA-EP-01900**  
(Cont.)

- S. **IF** evacuation of non-essential personnel was performed, **THEN**, inform the Corporate Emergency Response Organization (CERO) of the offsite location that was selected. Coordinate use of company facilities with the CERO. As support is required, obtain assistance from the Corporate Planning Center.
- T. Confer with offsite agency liaisons during the emergency and prior to entering recovery.
- U. When the Emergency Plant Manager determines that the plant has been stabilized, consider reentry and recovery requirements. **REFER TO** RA-EP-02710, Reentry and RA-EP-02720, Recovery Organization
- V. Direct that a Condition Report be generated.

**ATTACHMENT 2: EMERGENCY MANAGEMENT GUIDELINES**  
**FOR**  
**EMERGENCY PLANT MANAGER**

Page 1 of 6

**ALTERNATES:** As listed in Emergency Plan Telephone Directory, Section 3

**DUTY LOCATION:** Technical Support Center

**PRIMARY DUTY:** Coordination and conduct of:

1. Plant Operations
2. Plant Assessment
3. Emergency classification associated with plant parameters.
4. Onsite actions to mitigate and terminate the emergency event.
5. Provide input to protective action recommendations based upon plant parameters.

**NON-DELEGABLE RESPONSIBILITIES:**

1. IF delegated by the Emergency Director,  
THEN the responsibility of authorizing emergency dose and distribution of Potassium Iodide (KI) cannot be re-delegated.
2. Reentry operations into evacuated areas shall be approved by the Emergency Plant Manager.

**DIRECT REPORTS:**

1. Emergency Assistant Plant Manager
2. Emergency Radiation Protection Manager
3. TSC Engineering Manager
4. OSC Manager
5. Emergency Security Manager
6. Recovery Advisor.

**ATTACHMENT 2: EMERGENCY MANAGEMENT GUIDELINES**  
**FOR**  
**EMERGENCY PLANT MANAGER**

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**RESPONSE TO CLASSIFIED EVENTS**

This procedure is provided as a guide to assist in performing the various activities associated with an Emergency Response in the event of an incident at the Davis-Besse Nuclear Power Station. Refer to the appropriate emergency classification heading and carry out the actions identified under it.

**Unusual Event RA-EP-01600**

- A. **IF** a meaningless "Group" pager display appears on your pager, **THEN** call the Computerized Automated Notification System to verify that an emergency does not exist at the station.
- B. Upon being notified of an Unusual Event (1111 on your pager), call the Computerized Automated Notification System to indicate you have been notified.
- C. Contact the Control Room and discuss the nature of the incident with the Emergency Director (Shift Manager).
  - 1. Review the existing plant conditions and verify that the appropriate Emergency Classification has been made.
  - 2. Determine any need for additional manpower or logistical support that may aid the Emergency Director (Shift Manager) in correcting the situation.
  - 3. Through discussion attempt to determine the length of time anticipated until downgrading is possible.
  - 4. Using the Emergency Director Turnover Data Sheet, DBEP-304, review each of the areas listed on the sheet with the Emergency Director (Shift Manager) and complete the form.

**NOTE D.**

The Davis-Besse Public Affairs Duty Officer (PADO) telephone number is found on the ED/EPM/EOM pocket call card and in the Emergency Plan Telephone Directory.

- D. Call the Davis-Besse Public Affairs Duty Officer voice mail box and provide a brief summary of the event, and a point of contact for requesting additional information.



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**Unusual Event RA-EP-01600**  
**(Cont.)**

- E. Contact the on-call Emergency Director and review the information outlined on the Emergency Director Turnover Data Sheet, DBEP-304.
  - 1. Review the actions being taken to resolve the situation and provide an estimate of how long the station will be in this emergency classification prior to downgrading.
  - 2. Exchange telephone numbers and points of contact for future discussions as the situation develops.
- F. Continue to monitor the progress of the situation through follow-up discussions with the Emergency Director (Shift Manager).
- G. No further action is required in response to an incident at this classification level.

**Alert RA-EP-01700, Site Area Emergency RA-EP-01800 &**  
**General Emergency RA-EP-01900**

- A. Upon being notified of an Alert (2222 on your pager), Site Area Emergency (3333 on your pager), General Emergency (4444 on your pager), call the Computerized Automated Notification System to indicate you have been notified and provide the system with your estimated travel time (in minutes) to the Technical Support Center.

**NOTE B.**

The Davis-Besse Public Affairs Duty Officer (PADO) telephone number is found on the ED/EPM/EOM pocket call card and in the Emergency Plan Telephone Directory.

- B. Call the Davis-Besse Public Affairs Duty Officer voice mail box and provide a brief summary of the event, and a point of contact for requesting additional information.
- C. Report to the Technical Support Center (TSC).

**ATTACHMENT 2: EMERGENCY MANAGEMENT GUIDELINES**  
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**Alert RA-EP-01700, Site Area Emergency RA-EP-01800 &**  
**General Emergency RA-EP-01900**  
**(Cont.)**

- D. Upon arrival at the TSC, contact the Control Room and discuss the nature of the incident with the Emergency Director using the Emergency Director Turnover Data Sheet, DBEP-0304, as a guide.
1. Determine the immediacy of the need to shift the responsibilities of the Emergency Director to either yourself or the Emergency Assistant Plant Manager in the absence of the on-call Emergency Director or one of his alternates.
    - a. **IF** it is necessary to relieve the Shift Manager of the Emergency Director responsibilities and the Emergency Assistant Plant Manager has not arrived,  
**THEN** proceed to the Control Room and relieve the Shift Manager as Emergency Director.
    - b. **IF** the Emergency Assistant Plant Manager (EAPM) has arrived,  
**THEN** you may remain in the TSC, and the EAPM may relieve the Shift Manager as Emergency Director as needed.
    - c. **IF** the on-call Emergency Director has been delayed, but adequate staffing has arrived to activate the TSC and ECC/EOF,  
**THEN** activate the TSC and ECC/EOF and relieve the Control Room of Emergency Director responsibilities.
    - d. The Emergency Director shall remain in the Control Room until the TSC and ECC/EOF have been activated.
  2. **IF** you are not required to proceed to the Control Room,  
**THEN** review the existing plant conditions and verify that the appropriate Emergency Classification has been made.
- E. Upon the arrival of the Emergency Director and Emergency Offsite Manager, review the current status of the situation. Assist the Emergency Director in preparation for shifting the responsibilities from the Control Room.

**ATTACHMENT 2: EMERGENCY MANAGEMENT GUIDELINES**  
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**Alert RA-EP-01700, Site Area Emergency RA-EP-01800 &**  
**General Emergency RA-EP-01900**  
**(Cont.)**

- F. Activation and management of the TSC is the responsibility of the TSC Engineering Manager. Upon being notified of the activation of the TSC by the TSC Engineering Manager, ensure that the following individuals are informed:

1. Emergency Director
2. Emergency Offsite Manager
3. Emergency Assistant Plant Manager
4. Emergency RP Manager
5. OSC Manager

**NOTE F.6**

Announcements that are intended for the emergency organization in the DBAB are to be made using the ERF Public Address system. Only the north end of the DBAB 1<sup>st</sup> floor is covered by this system. The Protected Area cannot be contacted using this system.

6. Make a general plant announcement.
- G. With the activation of the TSC you are responsible for the coordination and conduct of all activities associated with plant operations. These responsibilities include:
1. Continuously monitoring plant conditions/radiological conditions and ensuring that the Emergency Director remains apprised of specific plant conditions which impact the Emergency Classification and Protective Measures (onsite and offsite).
  2. Assuming the responsibility, if delegated by the Emergency Director, for authorizing emergency radiological dose in excess of 10 CFR 20 limits and also the distribution of Potassium Iodide to onsite personnel. These responsibilities may not be delegated to any other individual.
- H. When directed by the Emergency Director, coordinate with the Emergency Security Manager to accomplish assembly and accountability of all personnel within the protected area. **REFER TO** Attachment 6, Overview of Assembly/Evacuation/Accountability for overview of these activities.
- I. Notification of American Nuclear Insurers (ANI) is required at an Alert, Site Area Emergency and General Emergency classification.

**ATTACHMENT 2: EMERGENCY MANAGEMENT GUIDELINES**  
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**Alert RA-EP-01700, Site Area Emergency RA-EP-01800 &**  
**General Emergency RA-EP-01900**  
**(Cont.)**

**REFER TO** Section 2 of the Emergency Plan Telephone Directory for contact names and telephone numbers. After notifying ANI, contact the Corporate Risk Department.

- J. For events which involve damage to Davis-Besse property, advise Nuclear Electric Insurance. Refer to Section 2 of the Emergency Plan Telephone Directory for telephone numbers.
- K. Periodically meet with the Emergency Director and Emergency Offsite Manager to review the status of the situation and progress toward resolution.
- L. Periodically conference with the following individuals to review actions being implemented and to ensure a coordinated response by each group:
  - 1. Emergency Assistant Plant Manager
  - 2. Emergency RP Manager
  - 3. TSC Engineering Manager
  - 4. OSC Manager
  - 5. Emergency Security Manager
- M. Ensure that periodic updates are given to the onsite organization as appropriate, using the ERF PA system.
- N. Ensure that the TSC Administrative Assistant maintains a log of all actions and decisions made during the course of the response.
- O. You are responsible for determining when stabilization of plant conditions has occurred. **REFER TO** RA-EP-02710, Reentry, for guidance in this area. You are also responsible for informing the Emergency Director of conditions that support recovery.

**ATTACHMENT 3: EMERGENCY MANAGEMENT GUIDELINES**  
**FOR**  
**EMERGENCY OFFSITE MANAGER**

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**ALTERNATES:** As listed in Emergency Plan Telephone Directory, Section 3

**DUTY LOCATION:** Emergency Control Center/Emergency Operations Facility

**PRIMARY DUTIES:**

1. Communications and information flow with corporate, offsite and regulatory agencies.
2. Overview of EALs associated with radiological releases.
3. Making recommendations to the Emergency Director concerning PARs.
4. Inputs to the Emergency Director concerning EALs and classification of the event.

**DIRECT REPORTS:**

1. NRC Liaison
2. ECC Operations Advisor
3. Dose Assessment Coordinator
4. Emergency Planning Advisor
5. Emergency Facilities Services Manager

**ATTACHMENT 3: EMERGENCY MANAGEMENT GUIDELINES**  
**FOR**  
**EMERGENCY OFFSITE MANAGER**  
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**RESPONSE TO CLASSIFIED EVENTS**

This guideline is provided to assist in performing the various activities associated with an emergency response in the event of an incident at the Davis-Besse Nuclear Power Station. Refer to the appropriate emergency classification heading and carry out the actions identified under it.

**Unusual Event RA-EP-01600**

- A. **IF** a meaningless "Group" pager display appears on your pager, **THEN** call the Computerized Automated Notification System to verify that an emergency does not exist at the station.
- B. Upon begin notified of an Unusual Event (1111 on your pager), call the Computerized Automated Notification System (CANS) to indicate you have been notified.
- C. If you suspect that CANS is not functioning properly, direct an individual to go to the TSC Library and check CANS.
- D. Contact the Emergency Plant Manager, review the items listed on the Emergency Director Turnover Data Sheet, DBEP-304. If the Emergency Plant Manager cannot be contacted, then contact the Emergency Director in the Control Room.
- E. Contact the on-call Emergency Planning Advisor:
  - 1. Provide an update on the cause and status of the Unusual Event.
  - 2. Request the on-call Emergency Planning Advisor contact Ottawa and Lucas County EMA officials and verify that initial notifications were received and any questions were answered.
- F. Contact the Ohio Emergency Management Agency Duty Officer listed in Section 2 of the Davis-Besse Emergency Plan Telephone Directory and verify that the initial notifications were received and any questions answered.
- G. Verify that the President – FENOC has received follow-up information on the Unusual Event.
- H. Continue to monitor the progress of the situation through follow-up discussions with the Emergency Director as the situation warrants.
- I. Upon downgrading, contact the personnel that were called in Steps F and G and ensure any questions are answered and the situation is understood.
- J. Send personnel to the station, as appropriate, to collect the various logs, records, reports, etc., for review.

**ATTACHMENT 3: EMERGENCY MANAGEMENT GUIDELINES**  
**FOR**  
**EMERGENCY OFFSITE MANAGER**  
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**Alert RA-EP-01700, Site Area Emergency RA-EP-01800 &**  
**General Emergency RA-EP-01900**

- A. Upon being notified of an Alert (2222 on your pager), Site Area Emergency (3333 on your pager), General Emergency (4444 on your pager), call the Computerized Automated Notification System to indicate you have been notified and provide the system with your estimated travel time (in minutes) to the Emergency Control Center/Emergency Operations Facility.
- B. Report to the Emergency Control Center/Emergency Operations Facility (ECC/EOF).
- C. Contact the Emergency Plant Manager, review the items listed on the Emergency Director Turnover Data Sheet, DBEP-304. If the Emergency Plant Manager cannot be contacted, contact the Emergency Director in the Control Room.
- D. Verify the minimum required ECC/EOF staffing in the following functional areas:
  - 1. Emergency Offsite Manager
  - 2. Emergency Planning Advisor
  - 3. Dose Assessment Coordinator and Dose Assessment Staff
  - 4. NRC Liaison
  - 5. State and County Communicator
- E. Declare the ECC/EOF activated when minimum staffing has arrived, the offsite communication links are functioning, and the current plant situation is understood.
- F. Make the following or similar announcement on the Emergency Response Facility Public Address (ERF PA) System:

"THE EMERGENCY CONTROL CENTER IS ACTIVATED AT (TIME).  
(NAME) IS THE EMERGENCY OFFSITE MANAGER."
- G. Notify the Emergency Assistant Plant Manager of ECC/EOF activation.
- H. Monitor the status of key ECC/EOF tasks by using the Problem Analysis Board, as needed.
- I. As appropriate, direct the Emergency Facility Services Manager or assigned individual to communicate with the supplementary JPIC personnel which assemble in the Energy Education Center (EEC) during normal working hours. Consider having the EEC/EOF establish a communicator on the Public Information Loop Telephone System.
- J. Periodically conduct briefings with personnel in the ECC/EOF and Dose Assessment Center on emergency status. Use the Emergency Director Turnover Data Sheet, DBEP-304, for information, as applicable.

**ATTACHMENT 3: EMERGENCY MANAGEMENT GUIDELINES**  
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**EMERGENCY OFFSITE MANAGER**

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**Alert RA-EP-01700, Site Area Emergency RA-EP-01800 &**  
**General Emergency RA-EP-01900**  
**(Cont.)**

- K. Contact the Perry Plant Control Room and advise them that Davis-Besse is in a classifiable emergency and request that they activate their corporate support group. Provide them an ECC/EOF phone number to be used as a contact phone number when they have established their organization. Typically, this will be the Policy Loop Communicator's phone number.
- L. When advised by the Dose Assessment Coordinator that a release is in progress or imminent, coordinate isolation of the DBAB ventilation and water supply with the Emergency Facility Services Manager.
  - 1. Announce ***"THERE WILL BE NO EATING, DRINKING, SMOKING OR CHEWING UNTIL FURTHER NOTICE"*** over the ERF PA system, and ensure the JPIC is notified.
  - 2. Make an ERF PA announcement to use water sparingly while the potable water is isolated.
  - 3. Advise the Emergency Director to relocate the JPIC, if it is onsite.
- M. Assist in determining an evacuation route to the offsite assembly area in accordance with RA-EP-02520, Assembly and Accountability.
- N. Ensure a Davis-Besse Technical Liaison arrives at the state and both county EOCs.
- O. Review protective actions with the Dose Assessment Coordinator and make recommendations to the Emergency Director, as necessary, in accordance with RA-EP-02245, Protective Action Guidelines.
- P. Ensure the NRC Liaison uses the Reactor Plant Event Notification Worksheet, DB-0095, to inform the NRC of any change in emergency classification in accordance with DB-OP-00002, Operations Section Event/Incident Notifications and Actions.
- Q. When directed by the Emergency Director to establish the Alternate Emergency Operations Facility (AEOF), perform the following:
  - 1. Notify the Emergency Security Manager in the TSC that the AEOF is being activated and direct him/her to make appropriate arrangements to address AEOF security needs.
  - 2. Inform the offsite authorities that the AEOF is being established.



**ATTACHMENT 3: EMERGENCY MANAGEMENT GUIDELINES**  
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**Alert RA-EP-01700, Site Area Emergency RA-EP-01800 &**  
**General Emergency RA-EP-01900**  
**(Cont.)**

3. Determine which functional areas from the ERO should attend this conference. As a minimum, it is suggested that the following functional areas be included:
    - Emergency Director
    - Emergency Offsite Manager
    - Radiation Protection Management
    - Operations Management
    - Technical Communicator
  4. Use the Emergency Plan Telephone Directory to call out the desired additional personnel and direct them to report to the Alternate EOF to consult with offsite officials. REFER TO Attachment 7, AEOF Activation and Operation to set up the facility.
  5. Notify the Company Spokesperson and the JPIC Manager that the Alternate EOF is being established.
  6. Begin collecting information and data to fax to the AEOF once it is activated.
- R. When notified that an NRC Incident Response Team (IRT) will be dispatched.
1. Advise the following individuals:
    - Emergency Director
    - Emergency Plant Manager
    - Company Spokesperson
    - Emergency Security Manager
  2. Direct the Emergency Facilities Services Manager to set up NRC work areas.

**NOTE R 3.**

Personnel who are being called-in shall comply with  
NG-IS-00004, Fitness for Duty Program guidelines.

3. Call-in additional personnel as needed to prepare a technical briefing for the NRC and to perform support and liaison activities for the IRT.
- S. Ensure a release pathway diagram and plume exposure footprint are faxed to the State and both county EOCs, as appropriate.

**ATTACHMENT 3: EMERGENCY MANAGEMENT GUIDELINES**  
**FOR**  
**EMERGENCY OFFSITE MANAGER**

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**Alert RA-EP-01700, Site Area Emergency RA-EP-01800 &**  
**General Emergency RA-EP-01900**  
**(Cont.)**

- T. Assist the Emergency Director in assessing the need for and implementing a shift turnover, if needed.
- U. If radiation monitoring assistance is needed, then request the corporate support group:
  - 1. Contact appropriate utilities.  
**REFER TO** the Emergency Plan Telephone Directory, Section 2.
  - 2. Contact the Department of Energy Radiological Assistance Program.  
**REFER TO** the Emergency Plan Telephone Directory, Section 2.
- V. If assistance is requested for bringing personnel or vehicles to the site:
  - 1. Plan an entry route considering wind direction, release condition, and road blocks.
  - 2. Arrange for vehicles, if needed, through the corporate support group.
- W. Request that the Dose Assessment Coordinator assess radiological conditions in preparation for Recovery activities.
- X. Direct deactivation of the ECC/EOF when conditions warrant, including:
  - 1. The Emergency Director and Emergency Plant Manager agree that continued offsite dose assessment and Protective Action functions are no longer necessary for responding to the existing plant conditions.
  - 2. Prior to announcing the deactivation, the Company Spokesperson shall be fully briefed on plant status and planned recovery actions.
- Y. Instruct ECC/EOF staff to collect all pertinent material for documentation, and return their areas to pre-emergency status.
  - 1. All equipment and supplies have been replaced in accordance with RA-EP-00600, Emergency Facility and Equipment Maintenance Program.
  - 2. Electrical equipment has been de-energized, as appropriate.
- Z. Review ECC/EOF records for completeness.
- AA. Perform assigned recovery duties in accordance with RA-EP-02720, Recovery.

**ATTACHMENT 4: EMERGENCY MANAGEMENT GUIDELINES**  
**FOR**  
**COMPANY SPOKESPERSON**

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**ALTERNATES:** As listed in Emergency Plan Telephone Directory, Section 3

**DUTY LOCATION:** Joint Public Information Center (JPIC)

**PRIMARY DUTIES:**

1. Senior management of Emergency Public Information.
2. Coordinate company-related news information with official offsite agencies.
3. Confer with Emergency Director - plant status.
4. Confer with JPIC Manager - media interests.
5. Review DBNPS information gathered by the JPIC Manager and the JPIC Communicator
6. Provide information concerning Davis-Besse status to the public and media representatives.
7. Approve company-related news release information.

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**DIRECT REPORT:** JPIC Manager

**ATTACHMENT 4: EMERGENCY MANAGEMENT GUIDELINES**  
**FOR**  
**COMPANY SPOKESPERSON**

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**RESPONSE TO CLASSIFIED EVENTS**

This guideline is provided to assist in performing the various activities associated with an Emergency Response in the event of an incident at the Davis-Besse Nuclear Power Station. Refer to the appropriate emergency classification heading and carry out the actions identified under it.

**Unusual Event RA-EP-01600**

- A. **IF** a meaningless "Group" pager display appears on your pager, **THEN** call the Computerized Automated Notification System to verify that an emergency does not exist at the station.
- B. Upon being notified of an Unusual Event (1111 on your pager), call the Computerized Automated Notification System to indicate you have been notified.

**NOTE C.**

The Davis-Besse Public Affairs Duty Officer (PADO) voice mail box telephone number is found on the Company Spokesperson pocket call card and in the Emergency Plan Telephone Directory.

- C. Call the Davis-Besse Public Affairs Duty Officer voice mail box and provide a brief summary of the event, and a point of contact for requesting additional information.

**Alert RA-EP-01700, Site Area Emergency RA-EP-01800, &**  
**General Emergency RA-EP-01900**

- A. **IF** a meaningless "Group" pager display appears on your pager, **THEN** call the Computerized Automated Notification System to verify that an emergency does not exist at the station.
- B. Upon notification of an Alert (2222 on your pager), Site Area Emergency (3333 on your pager), or General Emergency (4444 on your pager), call the Computerized Automated Notification System to indicate you have been notified and provide the system with your estimated travel time (in minutes).
- C. Proceed to the offsite Joint Public Information Center and upon arrival:
  - 1. Sign in on staffing board.
  - 2. Initiate a personal log beginning with arrival time.

**ATTACHMENT 4: EMERGENCY MANAGEMENT GUIDELINES**  
**FOR**  
**COMPANY SPOKESPERSON**

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**Alert RA-EP-01700, Site Area Emergency RA-EP-01800, &**  
**General Emergency RA-EP-01900**  
**(Cont.)**

**D. Activation:**

1. Discuss the current emergency classification and overall plant status with the Emergency Director.
2. Discuss with the JPIC Manager the emergency status based on information from the Emergency Director Turnover Data Sheet, DBEP-304.
3. Review with the JPIC Manager and/or Public Affairs Duty Officer news releases and media notifications made thus far.

**NOTE D.4**

Prior to the arrival of governmental Public Information Officers (PIOs), the JPIC may serve as a company news center.

4. Ensure that information (e.g. News Releases, notification logs) regarding Emergency Public Information activities prior to JPIC activation have been transmitted to the appropriate facilities. Responding news agencies should be notified that the JPIC is being activated.
5. Receive notification from the JPIC Manager that the facility is ready to activate. Verify that governmental PIOs are aware that the JPIC is ready to activate.
6. Declare the JPIC activated.
7. Notify the Emergency Director of the time the JPIC was declared activated.
8. Announce that the JPIC is activated. This means the JPIC has assumed primary responsibility for emergency public information activities.

**E. Emergency Actions**

1. Coordinate with other PIOs and the JPIC Manager to establish a schedule for news briefings. Ensure changes to the schedule are announced whenever the pace of emergency developments changes significantly.
2. Review each news release prepared by the JPIC Writer for overall accuracy, clarity and style, and approve releases prior to distribution to the media.
3. Confer with the PIOs prior to each news briefing to exchange and compare information and to determine the most appropriate sequence of presentation.

**ATTACHMENT 4: EMERGENCY MANAGEMENT GUIDELINES**  
**FOR**  
**COMPANY SPOKESPERSON**  
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**Alert RA-EP-01700, Site Area Emergency RA-EP-01800, &**  
**General Emergency RA-EP-01900**  
**(Cont.)**

4. Provide public information on behalf of the Company to the news media at the JPIC.
    - a. Public statements may be based on news release content.
    - b. Respond to inquiries on facts, events, and actions involving the Company, its personnel, and its property.
    - c. **DO NOT** speculate on the causes or possible consequences of the emergency; focus on the presentation of current, factual information.
    - d. **DO NOT** discuss public protective actions or activities of responding governmental agencies; refer inquiries on these subjects to the appropriate governmental PIOs.
  5. Provide interviews, as arranged by the JPIC Manager. The Audio/Visual Coordinator should video tape one-on-one interviews.
  6. Respond to inquiries from Nuclear Energy Institute.
  7. Provide information copies of news releases to the Emergency Director after approval.
- F. Termination of Emergency Conditions
1. **IF** the Company Spokesperson is considering deactivation of the JPIC, **THEN**, confer with the JPIC Manager to determine whether news media interest is within normal public relations capabilities.
    - a. The JPIC shall **NOT** be deactivated unless all PIOs agree that they *NO* longer need the JPIC to carry out emergency public information activities.
    - b. Inform the Emergency Director of the deactivation discussion with the PIOs.
    - c. When the Emergency Director approves deactivation of the JPIC, commence deactivation.
  2. During recovery activities, the JPIC may be designated to support media center activities.
- G. Perform recovery duties in accordance with RA-EP-02720, Recovery.

**ATTACHMENT 5: EMERGENCY MANAGEMENT GUIDELINES**  
**FOR**  
**EMERGENCY ASSISTANT PLANT MANAGER**  
Page 1 of 4

**ALTERNATES:**      As listed in Emergency Plan Telephone Directory, Section 3

**DUTY LOCATION:**    Control Room Shift Manager's Office

**PRIMARY DUTIES:**

1.    Coordination of Control Room response to the emergency situation.
2.    Liaison between Control Room and TSC personnel.
3.    Advisor to the Emergency Plant Manager on plant status and trends.
4.    Provide input for protective action recommendations and emergency classification changes

**DIRECT REPORTS:**

1.    Shift Manager
2.    Shift Engineer (Shift Technical Advisor)
3.    Control Room Communicator

**ATTACHMENT 5: EMERGENCY MANAGEMENT GUIDELINES**  
**FOR**  
**EMERGENCY ASSISTANT PLANT MANAGER**  
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**RESPONSE TO CLASSIFIED EVENTS**

This procedure is provided as a guide to assist in performing the various activities associated with an Emergency Response in the event of an incident at the Davis-Besse Nuclear Power Station. Refer to the appropriate emergency classification heading and carry out the actions identified under it.

**Unusual Event RA-EP-01600**

- A. **IF** a meaningless "Group" pager display appears on your pager, **THEN** call the Computerized Automated Notification System to verify that an emergency does not exist at the station.
- B. Upon being notified of an Unusual Event (1111 on your pager), call the Computerized Automated Notification System to indicate you have been notified.
- C. Contact the Control Room and discuss the nature of the incident with the Emergency Director (Shift Manager).
  - 1. Review the existing plant conditions and verify that the appropriate Emergency Classification has been made.
  - 2. Determine any need for additional manpower or logistical support that may aid the Emergency Director (Shift Manager) in correcting the situation.
  - 3. Through discussion attempt to determine the length of time anticipated until downgrading is possible.
  - 4. Using the Emergency Director Turnover Data Sheet, DBEP-304, review each of the areas listed on the sheet with the Emergency Director (Shift Manager) and complete the form.

**Alert RA-EP-01700, Site Area Emergency RA-EP-01800 &**  
**General Emergency RA-EP-01900**

- A. Upon being notified of an Alert (2222 on your pager), Site Area Emergency (3333 on your pager), General Emergency (4444 on your pager), call the Computerized Automated Notification System to indicate you have been notified and provide the system with your estimated travel time (in minutes) to the Shift Manager's Office.
- B. Report to the Control Room (CTRM) and obtain a briefing from the onshift staff.



**ATTACHMENT 5: EMERGENCY MANAGEMENT GUIDELINES**  
**FOR**  
**EMERGENCY ASSISTANT PLANT MANAGER**

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**Alert RA-EP-01700, Site Area Emergency RA-EP-01800 &**  
**General Emergency RA-EP-01900**  
(Cont.)

**NOTE C.**

The NRC telephone, CTRM Communicator telephone, headsets, and emergency forms are stored in sealed boxes underneath the Shift Manager's Desk.

- C. Upon arrival at the CTRM, establish communications with the Technical Support Center (TSC) and discuss the nature of the incident with the Emergency Plant Manager.
1. Determine the immediacy of the need to shift the responsibilities of the Emergency Director to either yourself or the Emergency Plant Manager in the absence of the on-call Emergency Director or one of his alternates.
    - a. When you arrive in the Control Room area, offer to assume the responsibilities of Emergency Director from the Shift Manager.
    - b. When the TSC and ECC/EOF have been activated, shift the Emergency Directory responsibilities to the Emergency Director or in his absence the Emergency Plant Manager.
    - c. The Emergency Director shall remain in the Control Room until TSC and ECC/EOF have been activated.
  2. Review the existing plant conditions and verify that the appropriate Emergency Classification has been made. REFER TO RA-EP-01500, Emergency Classification.

**NOTE C.3**

Personnel who are being called in shall comply with NG-IS-00004, Fitness for Duty Program guidelines.

3. Call in an additional shift of operators to assume the fire brigade and first aid team duties, and to perform other duties as directed by the OSC Manager. Extra operators do not have to be present to consider the OSC activated.
4. Keep the Emergency Plant Manager advised of plant operations, actions performed by Operations personnel, changes in plant parameters, and potential changes in classification and problems.

**ATTACHMENT 5: EMERGENCY MANAGEMENT GUIDELINES**  
**FOR**  
**EMERGENCY ASSISTANT PLANT MANAGER**

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**Alert RA-EP-01700, Site Area Emergency RA-EP-01800 &**  
**General Emergency RA-EP-01900**  
(Cont.)

5. Ensure that the members of the normal plant organization assume duties in the onsite Emergency Organization.
6. Review staffing levels with the Emergency Plant Manager and, if necessary, call in additional individuals.
7. Ensure that first aid and medical treatment is given to injured personnel:
  - a. Station personnel, trained in first aid, shall assist in accordance with RA-EP-02000, Medical Emergencies.
  - b. RA-EP-02800, Transport of Contaminated Injured Personnel, shall govern the handling of contaminated injured personnel needing offsite medical care.
- D. Periodically conduct tele-conferencing with the Emergency Plant Manager and the OSC Manager to review actions being implemented and to ensure a coordinated response.
- E. Ensure that periodic updates are given as appropriate, using the GaiTronics system.
- F. Ensure that the Shift Manager or his designee maintains a log of all actions and decisions made during the course of the response.
- G. Once the emergency classification has been reclassified to an Unusual Event or terminated, the presence of the Emergency Assistant Plant Manager in the Control Room is no longer required.
- H. Participate in recovery activities in accordance with RA-EP-02720, Recovery Organization, as necessary.

**ATTACHMENT 6**  
**OVERVIEW OF ASSEMBLY/EVACUATION/ACCOUNTABILITY**

Page 1 of 1

## Required Actions

Event	Essential Personnel	Non-Essential Personnel within the:		Optional Actions
		Protected Area	Owner Controlled Area	
Unusual Event	Notification	Notification	Notification	1. Staffing of the OSC 2. Limited evacuation of affected areas 3. Assembly of the Protected Area
Alert	Respond to assigned emergency response facility	Assembly	Notification	1. Assembled personnel options: a. Keep personnel assembled b. Evacuate the Protected Area c. Return personnel to work
Site Area Emergency	Respond to assigned emergency response facility	Evacuate and perform accountability of the Protected Area	Assembly	1. Assembled personnel options: a. Keep personnel assembled b. Site evacuate
General Emergency	Respond to assigned emergency response facility	Site Evacuation, perform Protected Area Accountability if not performed earlier	Site Evacuation to offsite assembly area	1. Assembled personnel options: a. Keep personnel assembled b. Send personnel home

**ATTACHMENT 7: AEOF ACTIVATION AND OPERATION**

Page 1 of 2

**Alternate Emergency Operations Facility (AEOF) Setup and Activation**

- A. Locate 5 company telephone lines, record their individual telephone numbers and designate them as follows:
- 1 - AEOF Communicator
  - 1 - Senior Management Phone
  - 3 - General usage telephone
- B. Locate the Fax machine and record the telephone number.
- C. Refer to the Emergency Plan Telephone Directory, Emergency Facility Tab, and fax the AEOF telephone numbers to the Emergency Control Center/Emergency Operations Facility, Public Relations fax machine.
- D. AEOF Communicator shall:
- Establish and maintain an open communication circuit with the Emergency Control Center/Emergency Operations Facility (ECC/EOF) in accordance with the instructions posted in the AEOF.
  - Request that the Emergency Control Center/Emergency Operations Facility (ECC/EOF) fax current data on the following issues:
    - ☐ Offsite release values, effected sub-areas and projected duration
    - ☐ Plant status
    - ☐ Plant safety system status
    - ☐ Recent Joint Public Information Center (JPIC) news releases.
- E. Establish a parking area for arriving agencies.
- F. Setup the senior manager's speaker phone and obtain a briefing from the Emergency Director (ED) or his/her representative.
- G. Setup the large conference room in a "roundtable" arrangement
- H. Setup the overhead projector and verify operations
- I. Setup signs to direct individuals to Alternate EOF
- J. Advise Emergency Director (ED) that the AEOF is activated

**ATTACHMENT 7: AEOF ACTIVATION AND OPERATION**

Page 2 of 2

**Briefing Guidelines**

- A. Use tent cards to identify each individual by name and organization.
- B. Respond only to utility actions and responses to the event. Direct non-utility questions to the appropriate individual/organization
- C. Designate an individual to serve as a scribe.
  - Record key issues, questions and request for additional information.
  - Maintain a log of attendees.
- D. Periodically brief the Emergency Director of AEOF activities.
- E. Call in additional personnel as required to maintain facility operations.

**Deactivation**

- A. Review all AEOF records for completeness and accuracy.
- B. Remove all AEOF signs and return equipment to the AEOF storage as appropriate.
- C. **REFER TO** RA-EP-00600, Emergency Facilities and Equipment Maintenance Program, for AEOF inventory.
- D. Complete the RA-EP-02720, Recovery, Attachment 1, Deactivation Report.
- E. Collect and forward all AEOF records to the Emergency Preparedness Unit.

**ATTACHMENT 8: GUIDELINES FOR SHIFT TURNOVER**

Page 1 of 2

The activities of this checklist are to be coordinated by an individual assigned by the Emergency Director. Evaluate the event duration. For events that have an expected duration of greater than four hours a relief shift of ERO staff should be assembled.

**A. Considerations for the following issues should be made:**

1. Establishment of an ERO shift rotation schedule.
2. Selection of a shift turnover time.
3. Determine if special instructions are required to be communicated to the personnel being called out, e.g. duration of shift and if they are going to be required to stay at their assigned facility, access route/requirements, radiological controls, assembly points, etc.
4. As appropriate, establish an offsite assembly point for relief personnel and make provisions for a caravan or a bus to bring personnel to the station. If an offsite assembly point is selected, ensure the ECC/EOF has made offsite agencies aware of the assembly point location and the access route to the station.
5. Determine how or if individual dosimeter will be retrieved from off going personnel and make provisions for issuing dosimeters to relieving personnel.

**NOTE A.6**

Personnel who are being called in shall comply with  
NG-IS-00004, Fitness for Duty Program guidelines.

6. Assign an individual to coordinate the call-out. Normally, this is assigned to the Emergency Facility Services Manager.
7. Establish a phone number(s) that ERO personnel can call for offsite information.

**B. The facility should prepare for shift turnover by:**

1. Directing each member of your staff to review their records/logs and ensure completeness.
2. Review facility status boards for accuracy and update as appropriate.
3. Assemble a list of agencies which you are in communications with, and identify any outstanding or follow-up issues.

**ATTACHMENT 8: GUIDELINES FOR SHIFT TURNOVER**

Page 2 of 2

4. Evaluate the need to assemble your staff following turnover to debrief or discuss special instructions.
  5. Brief staff as to turnover expectations. Ensure that they understand which route to take when leaving the station, and when they are expected to return. Provide personnel with a Company telephone number to obtain information or to contact the ERO.
- C. Coordinate turnover such that key facility activities are not disrupted, and important evolutions such as emergency classification or protective action changes are completed prior to beginning turnover. Each member of your staff should turnover their responsibilities to the oncoming individual by:
1. As applicable, reviewing any logs or records maintained by their position.
  2. Review the information on the status boards.
  3. Discuss evolutions that have occurred during the past shift.
  4. Discuss classification level, special evolutions, and any onsite protective actions.
  5. As appropriate, discuss pending evolutions.
  6. Ask if there are questions.
  7. Advise ERO supervisor that they have been relieved.
- D. Personnel who have completed turnover should ensure that they have:
1. Signed into the facility organization status board.
  2. Been issued a TLD and appropriate dosimeter, if necessary.
  3. As appropriate, make an entry into the logbook indicating that they are now responsible for the position. The entry should include name, ERO title, time and date that the turnover took place, and any other pertinent details regarding the turnover.

**COMMITMENTS**

<b><u>Step Number</u></b>	<b><u>Reference</u></b>	<b><u>Comments</u></b>
Attachment 5	TERMS O 05685	Station management presence in the Control Room during TSC activation.
Attachment 1, Attachment 2	TERMS O 13454	Who, by title, has authority to authorize emergency exposures in excess of regulatory limits.
Attachment 1	TERMS O 13612	List of delegable and nondelegable responsibilities of the Emergency Director.
Attachment 1, Attachment 2, Attachment 5	TERMS Q 02855, TERMS Q 02856	Orderly transfer of authority
Attachment 2, Section C, Attachment 5, Section C	TERMS Q 02857	Relieving the Emergency Director in the Control Room
Entire Procedure	TERMS Q 03111	Emergency Organization and individual authority
Attachment 7	TERMS O 18661	Alternate Emergency Operations Facility



Davis-Besse Nuclear Power Station

EMERGENCY PLAN IMPLEMENTING PROCEDURE

RA-EP-02620

EMERGENCY DOSE CONTROL AND POTASSIUM IODIDE DISTRIBUTION

REVISION 03

Prepared by: J.M. Teal

Procedure Owner: Director – Organizational Development

Effective Date: AUG - 1 2003

Procedure Classification:

☒ Safety Related  
☐ Quality Related  
☐ Non-Quality Related

LEVEL OF USE:  
**IN-FIELD REFERENCE**

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**1.0 PURPOSE**

- 1.1 Provide guidance and administrative controls for radiation dose during emergency conditions.
- 1.2 Provide guidance for the administration of potassium iodide (KI) during emergency conditions.

**2.0 REFERENCES****2.1 Developmental**

- 2.1.1 Title 10, Code of Federal Regulations, Part 20, Standards for Protection Against Radiation
- 2.1.2 Title 10, Code of Federal Regulations, Part 50, Section 47, Emergency Plans
- 2.1.3 Title 21, Code of Federal Regulations, Part 1090, Potassium Iodide as a Thyroid blocking Agent in a Radiation Emergency
- 2.1.4 National Council on Radiation Protection (NCRP), Report No. 39, Basic Radiation Protection Criteria
- 2.1.5 National Council on Radiation Protection, (NCRP), Report No. 55, Protection of Radioiodine
- 2.1.6 Nuclear Regulatory Commission, Inspection and Enforcement (IE) Information Notice No. 84-40: Emergency Worker Doses
- 2.1.7 Environmental Protection Agency, EPA-400-R-92-001, Manual of Protective Action Guides and Protective Actions for Nuclear Incidents
- 2.1.8 International Atomic Energy Agency (IAEA), Technical Report No. 152, Evaluation of Radiation Emergencies and Accidents
- 2.1.9 The Food and Drug Administration Approved Patient Package Insert for Commercially Packaged Potassium Iodide
- 2.1.10 Davis-Besse Nuclear Power Station Emergency Plan

**2.2 Implementation**

- 2.2.1 NOP-LP-2001, Condition Report Process
- 2.2.2 RA-EP-02530, Evacuation
- 2.2.3 RA-EP-02610, Emergency Radiation Protection Organization Activation and Response

### 3.0 DEFINITIONS

- 3.1 Emergency Dose/Exposure – Occupational dose received or exposure to radiation or radioactive materials as a result of actions taken in response to a situation or occurrence of a serious nature that develops suddenly or unexpectedly.
- 3.2 10 CFR 20.1201 occupational dose limits for adults:
- 3.2.1 “An annual limit, which is the more limiting of -
- a. The Total Effective Dose Equivalent (TEDE) being equal to 5 rems,
  - OR
  - b. The sum of the Deep-Dose Equivalent and the Committed Dose Equivalent to any individual organ or tissue other than the lens of the eye being equal to 50 rems.”
- 3.2.2 “The annual limits to the lens of the eye, to the skin, and to the extremities, which are:
- a. An Eye Dose Equivalent of 15 rems,
  - AND
  - b. A Shallow-Dose Equivalent of 50 rems to the skin or to any extremity.”
- 3.3 Essential Personnel - Personnel assigned specific Emergency Response Duties as identified in the DBNPS Emergency Plan.
- 3.4 Nonessential Personnel - Personnel who are not assigned specific Emergency Response Duties.
- 3.5 Emergency Medical Consultant - A group which may be called upon to assist in the medical care of contaminated injured personnel or other radiation casualties.

### 4.0 RESPONSIBILITIES

- 4.1 The Emergency Director, or when designated, the Emergency Plant Manager, shall be responsible for emergency dose authorizations and administration of potassium iodide (KI) to essential personnel.
- 4.2 The Emergency Radiation Protection (RP) Manager shall be responsible for evaluating, recognizing, and formally recommending in writing, to the Emergency Director the need for emergency dose authorization and KI administration to essential personnel at DBNPS.
- 4.3 The Dose Assessment Coordinator shall be responsible for evaluating, recognizing, and formally recommending in writing to the Emergency RP Manager the need for emergency dose authorization and KI administration to essential personnel outside the Protected Area.

**5.0 INITIATING CONDITIONS**

**5.1** After declaration of an emergency, this procedure shall be initiated upon either of the following conditions:

- 5.1.1** An essential person has or is likely to receive dose in excess of the amounts specified in Step 3.2.
- 5.1.2** A projected Committed Dose Equivalent (CDE) of 25 rems or greater to the thyroid has been or is likely to be received by an essential person.

**6.0**    **PROCEDURE****6.1**    **Authorization of Emergency Dose**

**6.1.1**    The Emergency Director, or when designated, the Emergency Plant Manager, shall:

- a.        Evaluate the risk of not performing the task against the anticipated dose associated with performing the task before authorizing emergency dose.
- b.        Authorize individual dose in excess of the 10 CFR 20 occupational dose limits as listed in Step 3.2.

**NOTE 6.1.2**

It is preferable to document authorization by the Emergency Director, or when designated, the Emergency Plant Manager, before the exposure. However, verbal authorization may be granted and then documented as soon as possible.

**6.1.2**    The following guidelines are provided for emergency dose:

- a.        Personnel performing emergency tasks should be volunteers familiar with the consequences of radiation dose.
- b.        Declared pregnant individuals shall not be used.
- c.        Emergency dose should be limited to once in a lifetime for any individual.
- d.        When possible, the individual should be over the age of 45.
- e.        Personnel shall not enter any area where dose rates are unknown, unmonitored, or cannot be determined.
- f.        All attempts should be made to keep emergency dose ALARA.
- g.        The individual's dose history should be available for review.

**6.1.3**    Authorize increased dose for workers performing emergency services using the following guidance:

- a.        Limit doses to the following when protecting valuable property and lower doses are not practical:
  1.        10,000 mrem TEDE
  2.        30,000 mrem to the lens of the eye
  3.        100,000 mrem:
    - Total Organ Dose Equivalent (TODE)
    - Shallow Dose Equivalent (SDE) to the skin of the whole body or to any extremity

**WARNING 6.1.3.b**

The following guidelines may be exceeded only in extreme situations. The personnel involved in exceeding these guides, shall be volunteers and made fully aware of the risks involved with this dose prior to receiving this dose.

- b. Limit doses to the following when protecting large populations or performing life-saving activities and lower doses are not practical:

1. 25,000 mrem TEDE
2. 75,000 mrem to the lens of the eye
3. 250,000 mrem SDE

- 6.1.4 The briefer and individual who will receive the emergency dose shall fill in the information required on DBEP-204, Emergency Dose Authorization, and obtain the Emergency RP Manager's signature before receiving the emergency dose.

- a. Individual should review Attachment 1.

- 6.1.5 For any dose in excess of the 10 CFR 20 occupational dose limits specified in Step 3.2, the Emergency RP Manager shall:

- a. Notify the Medical Director when emergency doses have been authorized. (The phone number is listed in the Emergency Plan Telephone Directory under *Other Resources/Medical Director*.)
- b. Call the Emergency Medical Consultant for follow-up care and further evaluation, as required. (The phone number is listed in the Emergency Plan Telephone Directory under *Other Resources/Medical Consultants*.)

- 6.1.6 IF radiological surveys or dosimetry data indicate conditions approaching the dose limits for nonessential personnel as stated in RA-EP-02610, Emergency Radiation Protection Organization Activation and Response,

THEN the Emergency Director, with the recommendations from the Emergency RP Manager, should consider evacuation of the affected personnel according to RA-EP-02530, Evacuation.

**6.2    Administration of Potassium Iodide (KI)**

- 6.2.1    The Emergency Director, or when designated, the Emergency Plant Manager shall authorize the use of KI.
- 6.2.2    The Emergency RP Manager shall recognize the need and formally recommend in writing, KI distribution to essential personnel inside the protected area.
- 6.2.3    The Dose Assessment Coordinator shall recognize the need and formally recommend in writing to the Emergency RP Manager, KI distribution to essential personnel outside the protected area.
- 6.2.4    The Emergency RP Manager and/or the Dose Assessment Coordinator should:
  - a.       Calculate, measure, or estimate the airborne radioiodine concentration in an essential person's breathing zone.
  - b.       IF the concentration exceeds  $2 \times 10^{-5} \mu\text{Ci/cc}$  for one hour ( $2 \times 10^{-6} \mu\text{Ci/cc}$  for ten hours), or the Committed Dose Equivalent (CDE) to the thyroid is likely to exceed 25 rems,

THEN determine if KI should be administered to essential personnel.

**WARNING 6.2.4.c.**

Individuals who have known allergies to iodine shall not be issued KI.

- c.       After briefing the Emergency Director or his designee and receiving authorization for the administration of KI, ensure the following:
  - 1.       Notify those who are to receive KI, to report to a designated location for distribution.



**NOTE 6.2.4.c.2**

KI is stored in the Operations Support Center (OSC) and in the Radiological Testing Laboratory (RTL).

2. Inform the individual that taking KI is voluntary.
3. The individual who will receive KI should fill in the information and sign the Potassium Iodide Administration Form, DBEP-106.

**CAUTION 6.2.4.c.4**

KI has the following effectiveness in blocking radioiodine uptake by the thyroid:

- 90% blockage if administered within the first hour after exposure.
- 50% blockage if administered within four hours after exposure.
- KI is ineffectual if administered more than 14 hours after exposure.

4. Issue one 130 mg KI tablet to each individual.
5. Notify the Medical Director when KI is issued.
6. The Emergency RP Manager should contact the Emergency Medical Consultant and request follow-up care for KI administration. (The phone number is listed in the Emergency Plan Telephone Directory under *Other Resources/Medical Consultants*.)
7. The Emergency RP Manager shall ensure one 130 mg KI tablet is issued daily for ten days or as directed by the Emergency Medical Consultant and record each issuance on Potassium Iodide (KI) Administration Form, DBEP-106.
8. The Emergency RP Manager shall ensure that bioassay analysis is provided in order to determine the effectiveness of KI administration and estimate the dose commitment.
9. Forward the completed Emergency Dose Authorization forms to the Emergency RP Manager and Emergency Director for review and signatures.

**7.0 FINAL CONDITIONS**

- 7.1 Refer to NOP-LP-2001, Condition Report Process, to describe the actions necessary to investigate and report the radiation dose of an individual over the occupational limits stated in 10 CFR 20.
- 7.2 The completed forms have been:
  - 7.2.1 Submitted and reviewed by the Emergency Director
  - 7.2.2 Submitted and reviewed by the Manager - Radiation Protection
  - 7.2.3 Submitted and reviewed by the Manager – Regulatory Affairs.

**8.0 RECORDS**

- 8.1 The following quality assurance records are completed by this procedure and shall be listed on the Nuclear Records List, captured, and submitted to Nuclear Records Management in accordance with NG-NA-00106.
  - 8.1.1 None
- 8.2 The following non-quality assurance records are completed by this procedure and may be captured and submitted to Nuclear Records Management in accordance with NG-NA-00106.
  - 8.2.1 Emergency Dose Authorization, DBEP-204
  - 8.2.2 Potassium Iodide (KI) Administration, DBEP-106

**ATTACHMENT 1: HEALTH EFFECTS DUE TO RADIATION EXPOSURE**

Page 1 of 1

**TABLE 1****Health Effects Associated With Whole-Body Absorbed Doses Received Within a Few Hours<sup>a</sup>**  
(EPA 400 Table 2-3)

Whole Body Absorbed Dose (Rad)	Early Fatalities <sup>b</sup> (Percent)	Whole Body Absorbed Dose (Rad)	Prodromal Effects <sup>c</sup> (Percent Affected)
140	5	50	2
200	15	100	15
300	50	150	50
400	85	200	85
460	95	250	98

- a. Risks will be lower for protracted exposure periods.
- b. Supportive medical treatment may increase the dose at which these frequencies occur by approximately 50 percent.
- c. Forewarning symptoms of more serious health effects associated with large doses of radiation

**TABLE 2****Approximate Cancer Risk to Average Individuals from 25 Rem Effective Dose Equivalent Delivered Promptly**  
(EPA 400 Table 2-4)

Age at Exposure (Years)	Appropriate Risk of Premature Death (Deaths per 1,000 persons exposed)	Average Years of Life Lost if Premature Death Occurs (Years)
20 to 30	9.1	24
30 to 40	7.2	19
40 to 50	5.3	15
50 to 60	3.5	11

COMMITMENTS

<u>Step Number</u>	<u>Reference</u>	<u>Comments</u>
4.1	TERMS 0 13454	Emergency Dose Authorization
6.1.3	TERMS 014577	Guidelines as stated in EPA-400-R-92-001
6.1.2.e	TERMS 0 16239	RP Response to Fires

Davis-Besse Nuclear Power Station

**EMERGENCY PLAN IMPLEMENTING PROCEDURE**

RA-EP-02640

**STATION RADIOLOGICAL SURVEYS AND CONTROLS DURING EMERGENCIES**

REVISION 02

Prepared by: Paul Timmerman

Procedure Owner: Director – Organizational Development

Effective Date: AUG - 1 2003

**Procedure Classification:**

  X   Safety Related  
       Quality Related  
       Non-Quality Related

**LEVEL OF USE:**  
**IN-FIELD REFERENCE**

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## 1.0 PURPOSE

This procedure provides guidelines for the implementation of radiological surveys and controls during emergency conditions at Davis-Besse Nuclear Power Station.

## 2.0 REFERENCES

### 2.1 Developmental

2.1.1 Davis-Besse Nuclear Power Station Emergency Plan

### 2.2 Implementation

2.2.1 DB-HP-01112, Gamma Spectral Analysis

2.2.2 DB-HP-04007, Emergency Supply Checklist

2.2.3 DB-HP-06015, Stabilized Assay Meter SAM-2

2.2.4 RA-EP-02410, OSC Activation and Response

2.2.5 RA-EP-02610, Emergency RP Organization Activation and Response

## 3.0 DEFINITIONS

3.1 Emergency Response Survey Team (ERST) - A team comprised of at least two individuals whose function is to perform radiological surveys during emergencies. At least one of these individuals shall be a Radiation Protection (RP) Technician or Assistant RP Technician.

3.2 Emergency Response Team (ERT) - A team normally comprised of Operations Support Center (OSC) pool members who provide support for first aid, fire brigade, emergency repair, or search and rescue.

3.3 Radiologically Restricted Area (RRA) - An area within a restricted area that is posted and controlled due to the presence of radiation, contamination, or airborne radioactivity or the presence of radioactive material.

3.4 Radiation Work Permit (RWP) - A permit and associated forms and records used to prescribe radiological controls for access to and/or work in a Radiologically Restricted Area.

#### 4.0 RESPONSIBILITIES

- 4.1 The Operations Support Center (OSC) Radiation Protection (RP) Coordinator shall be responsible for implementing this procedure.
- 4.2 Emergency Response Survey Teams (ERSTs) shall be responsible for:
  - 4.2.1 Performing surveys during radiological emergencies to:
    - a. Determine emergency response facility habitability which may be affected by plume passage or plant conditions.
    - b. Validate area and process radiation monitor readings.
  - 4.2.2 Support Emergency Response Teams (ERTs) when dispatched.

#### 5.0 INITIATING CONDITIONS

- 5.1 This procedure should be initiated upon any of the following conditions:
  - 5.1.1 Any of the following emergency classifications have been declared, and in the judgment of the OSC RP Coordinator, normal Radiation Protection procedures would inhibit the required emergency response.
    - a. Alert
    - b. Site Area Emergency
    - c. General Emergency
  - 5.1.2 At the discretion of the Emergency Director.



**6.0 PROCEDURE****6.1 OSC RP Coordinator****6.1.1 Activation**

The OSC RP Coordinator should:

- a. Activate the ERST(s) when requested by the OSC Manager in accordance with RA-EP-02410, OSC Activation and Response.

**NOTE 6.1.1.b**

In situations where immediate corrective action is necessary to reduce the consequences of an event, Radiation Work Permit (RWP) and briefing form requirements may be exempt provided an RP Technician accompanies the ERT(s).

- b. Suspend all RWPs in accordance with RA-EP-02610, Emergency RP Organization Activation and Response.
- c. Ensure emergency equipment used to support surveying and radiological coverage is available as listed in accordance with DB-HP-04007, Emergency Supply Checklist.
- d. Obtain current readings from the Radiation Protection Technician observing the Radiation Monitoring System (RMS) in the Control Room in accordance with RA-EP-02610, Emergency RP Organization and Response.

**6.1.2 Operation**

The OSC RP Coordinator should:

- a. Establish and coordinate the frequency and location of radiological surveys with the Emergency RP Manager.
- b. Ensure all key radiation protection decisions are documented and agreed to with the Emergency RP Manager.
- c. Continue to monitor the RMS readings.

**NOTE 6.1.2.d**

Emergency Team Briefing Form, DBEP-024, page 1 of 2, shall serve as a RWP specifying radiation protection requirements.

- d. Ensure the ERST(s) are briefed on the surveys to be performed following the guidelines of the Emergency Team Briefing Form, DBEP-024, page 1 of 2.
- e. Dispatch the team(s) to the area(s) to be surveyed.
- f. Debrief the ERST(s) once the survey is complete using the Emergency Team Debriefing Form, DBEP-024, page 2 of 2.
- g. Ensure appropriate protective measures are taken based on the following:
  - 1. Area radiological conditions and postings.
  - 2. Area habitability concerns in areas occupied by personnel. (Refer to RA-EP-02610, Emergency RP Organization Activation and Response.)
  - 3. Accident analysis.
- h. Inform the Emergency RP Manager and OSC Manager of all key survey analysis and protective measures as determined by Step 6.1.2.g.
- i. Ensure a designated sample analysis area is established.

**6.1.3 Deactivation**

The OSC RP Coordinator should:

- a. Ensure all ERSTs have been debriefed.
- b. Return all emergency equipment to its proper storage location and inventory.
- c. Forward all records generated during the emergency to the OSC Manager.
- d. Document and report any procedural or equipment deficiencies to the Supervisor - Emergency Preparedness.

**6.2 Emergency Response Survey Team (ERST)**

The ERST should:

- 6.2.1 Receive a briefing from the OSC RP Coordinator or designee using Emergency Team Briefing Form, DBEP-024, page 1 of 2, which shall be used for identifying radiation protection requirements.
- 6.2.2 Prepare equipment and perform preoperational checks in accordance with appropriate procedures.

**CAUTION 6.2.3**

When entering areas of unknown radiological conditions where actual or potential radiation dose rates are in excess of 1000 mrem/hr, two radiation survey instruments of different types should be used to monitor area dose rates.

An example of two different types would be a high range gamma sensitive instrument and a high range ion chamber instrument.

- 6.2.3 Proceed to the area(s) to be surveyed and perform a radiation survey to identify general area dose rates.

**WARNING 6.2.4**

**EXIT THE AREA IMMEDIATELY** if in the judgment of any team member, a condition exists that jeopardizes personnel safety.

**CAUTION 6.2.4**

Immediately communicate any abnormal conditions to the Operations Support Center (OSC).

- 6.2.4 Observe both radiological and environmental hazards in areas such as:
  - a. Steam leaks
  - b. Piping failures
  - c. Extremely high radiation dose rates.

**NOTE 6.2.5**

Ensure ALARA concepts are used for all airborne radiological surveys.

- 6.2.5 Obtain a breathing zone air sample for entries into known or suspected airborne radioactivity areas, if practical.
- 6.2.6 IF air sampling is appropriate, THEN identify a suitable area to take an air sample. Place the air sampler intake at least three feet above the floor and point away from equipment obstructions and visible leaks.

**NOTE 6.2.7**

Silver zeolite cartridges should be used in portable air sampling instruments to selectively collect iodine over noble gases under accident conditions.

- 6.2.7 Start and run the air sampler.

**CAUTION 6.2.8**

If activated charcoal cartridges (e.g. CP-100) are used under accident conditions, use extreme caution when retrieving and handling these cartridges as there is a potential for high personnel exposure. A pre-survey of the filter housing should be made prior to handling.

- 6.2.8 Record the sample date, air sampler start and stop time, location, and stop time, location, and flow rate on sample bag label.
- 6.2.9 Use Emergency Radiological Survey Form, DBEP-038, to record radiation, contamination, and airborne survey data.
- IF the situation does not allow for completion of survey forms, THEN, the Emergency Team Debriefing Form, DBEP-024, shall be used.
- 6.2.10 Continue the area radiation survey. Occasionally check the beta dose rate by taking open window (w/o) versus closed window (w/c) readings.
- 6.2.11 If practical, identify suitable locations for contamination surveying and smear an appropriate number of locations to determine the extent of surface contamination.

- 6.2.12 Transport samples to the designated sample analysis area.
- 6.2.13 After the survey is complete, debrief with the OSC RP Coordinator or designee using the Emergency Team Debriefing Form, DBEP-024, Page 2 of 2.

**NOTE 6.2.14**

Before taking the CP-100 charcoal filter cartridge into a low background area for analysis, consider purging the cartridge of any entrapped noble gas using nitrogen gas or uncontaminated air.

**CAUTION 6.2.14**

Before analyzing any air samples, run a background check on the counting system to determine any changes in background. If the background is not acceptable, shield or relocate the counting equipment.

- 6.2.14 Analyze the air samples and record results on DBEP-038, Emergency Radiological Survey Form, or DBEP-024, Emergency Team Debriefing Form, Page 2 of 2, if appropriate.
- 6.2.15 IF it is not feasible to analyze iodine cartridges in accordance with DB-HP-01112, Gamma Spectral Analysis, THEN refer to DB-HP-06015, Stabilized Assay Meter SAM-2, for analysis.

**7.0 FINAL CONDITIONS**

- 7.1 All records generated are completed and have been forwarded to the Supervisor - Emergency Preparedness.
- 7.2 All equipment and supplies have been inventoried and returned to storage.

**8.0 RECORDS**

- 8.1** The following quality assurance records are completed by this procedure and shall be listed on the Nuclear Records List, captured, and submitted to Nuclear Records Management in accordance with NG-NA-00106.

**8.1.1** None

- 8.2** The following non-quality assurance records are completed by this procedure and may be captured and submitted to Nuclear Records Management in accordance with NG-NA-00106.

**8.2.1** Emergency Team Briefing Form

**8.2.2** Emergency Team Debriefing Form

**8.2.3** Emergency Radiological Survey Data

COMMITMENTS

<u>Step Number</u>	<u>Reference</u>	<u>Comments</u>
6.2.9 6.2.13 6.2.14	TERMS O16753	Radiological Survey Documentation
Entire Procedure	TERMS Q 03111	Emergency Preparedness Organization Procedures

END