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| ¢- | Entergy | IPEC SITE MANAGEMENT MANUAL | QUALITY RELATED Administrative Procedure | IP-SMM-AD | -103 | Revis | ion 0 |
| | | | INFORMATIONAL USE | Page | 13 | of | 21 |

ATTACHMENT 10.1

SMM CONTROLLED DOCUMENT TRANSMITTAL FORM

SITE MANAGEMENT MANUAL CONTROLLED DOCUMENT TRANSMITTAL FORM - PROCEDURES

| | | Page | 1 01 1 | | |
|--|--|--|---------------------------|-----------------------------|--|
| Entergy CONTROLLED DO TRANSMITTAL FORM | | LLED DOCUMENT AL FORM - PROCEDURES | | | |
| TO: DISTRIBU | TION | DATE: 8/5/03 | | ANSMITTAL NO: 28430 | |
| FROM: IPEC [| OCUMENT | | le one) r IP2 53'EL Pi | IONE NUMBER: (914) 271-7054 | |
| review to verify red superseded, void, | The Document(s) identified below are forwarded for use. In accordance with IP-SMM-AD-103, please review to verify receipt, incorporate the document(s) into your controlled document file, properly disposition superseded, void, or inactive document(s). Sign and return the receipt acknowledgement below within fifteen (15) working days. | | | | |
| AFFECTED DOC | UMENT: EN | IERGENCY PLAN DI | STRIBUTION | | |
| DOC # | REV # | דוד | TLE | INSTRUCTIONS | |
| **SEE | **SEE ATTACHED INSTRUCTIONS** | | | | |
| RECEIPT OF THE ABOVE LISTED DOCUMENT(S) IS HEREBY ACKNOWLEDGED. I CERTIFY THAT ALL SUPERSEDED, VOID, OR INACTIVE COPIES OF THE ABOVE LISTED DOCUMENT(S) IN MY POSSESSION HAVE BEEN REMOVED FROM USE AND ALL UPDATES HAVE BEEN PERFORMED IN ACCORDANCE WITH EFFECTIVE DATE(S) (IF APPLICABLE) AS SHOWN ON THE DOCUMENT(S). | | | | | |
| | <u></u> | SIGNATURE | DATE | 25 | |

TO:

FROM:

Emergency Planning Controlled Copy # 25 (# IPEC Emergency Planning 28 (32)

Emergency Planning Document Update SUBJECT:

Date: 7/31/03

1. 5

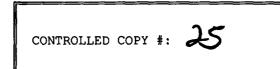
Please update your controlled copy of the documents listed below as specified with the copy(s) attached.

| Document # | Document Name | New Rev. #/ Date | Old Rev. #/ Date | Instructions |
|-------------------|---|------------------------|------------------------|----------------------|
| Unit 3 Vol. II | Emergency Plan Implementing Procedures | | | |
| тос | Table of Contents | 7/31/03 | 7/14/03 | Replace old with new |
| IP-2500 | Security Emergency Activation Responsibilities | Rev 13 7/31/03 | Rev 12 08/02 | Replace old with new |
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EMERGENCY PLAN PROCEDURES

PROCEDURE NO. _____ IP-2500 _____ REV. ____13___

TITLE: _____ SECURITY EMERGENCY ACTIVATION RESPONSIBILITIES

THIS PROCEDURE IS TSR

| WRITTEN BY: | SIGNATURE/DATE | 17/03 |
|-----------------|-------------------|----------|
| | SIGNATURE/DATE | |
| REVIEWED BY: | Elecoa aMartin | -7/17/03 |
| - | // SIGNATURE/DATE | |
| APPROVED BY: | dQ)L | 7/24/03 |
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PROCEDURE USE IS

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SECURITY EMERGENCY ACTIVATION RESPONSIBILITIES

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| 4.0 | Procedure | 2 |
| 5.0 | Attachments | |
| | | |

- 5.1 Notification of Unusual Event (NUE) Security CAS Flowchart
- 5.2 Alert Security CAS Flowchart
- 5.3 Site Area Emergency (SAE) Security CAS Flowchart
- 5.4 General Emergency (GE) Security CAS Flowchart
- 5.5 Notification for Security Events
- 5.6 Security Sweep and Evacuation of the Owner Controlled Area (OCA)

VOLUME II IP-2500 Rev. 13

IP-2500

SECURITY EMERGENCY ACTIVATION RESPONSIBILITIES

1.0 PURPOSE

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1.1 The purpose of this procedure is to provide guidance for Security in response to an Emergency Activation or Test request.

2.0 RESPONSIBILITIES

- 2.1 The SECURITY SHIFT SUPERVISOR(SSS) is responsible for:
 - A. Initial security emergency functions.
 - B. Ensuring control of site access and egress.
 - C. Establishing site accountability.
 - D. Providing facility security support.
 - E. Ensuring the Public Address (P.A.) speakers are turned up in the Command Post and Central Alarm Station (CAS).
 - F. Ensuring offsite vehicles are escorted if required by IP-1021, "Radiological Medical Emergency" and/or IP-1055, "Fire Emergency Response".
- 2.2 The CAS SECURITY OFFICER is responsible for:
 - A. Ensuring the Secondary Alarm Station (SAS) is updated on information passed over the P.A. system.
 - B. Ensuring that notifications are logged in the EP Security CAS Position Book log sheets.

3.0 REFERENCES

- 3.1 IP-1021, "Radiological Medical Emergency"
- 3.2 IP-1050, "Accountability"
- 3.3 IP-1055, "Fire Emergency Response"

4.0 PROCEDURE

- 4.1 The CAS Security Officer shall follow the appropriate flowchart (Attachments 5.1 5.6) as directed.
- 4.2 Attachment 5.5, "Notifications for Security Events", is used when a Security Event has occurred or there has been notification of a credible threat.
- 4.3 Attachment 5.6, Security Sweep and Evacuation of the Owner Controlled Area (OCA) shall be used when the Emergency Director (ED) directs Security to perform a sweep and evacuation of the OCA.

5.0 ATTACHMENTS

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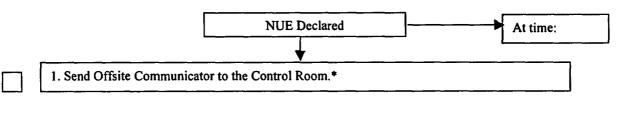
- 5.1 Notification of Unusual Event (NUE) Security CAS Flowchart
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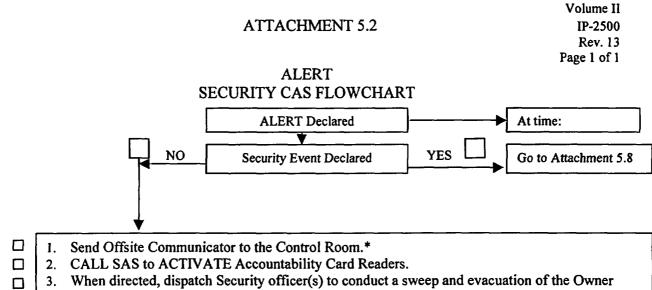
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NOTIFICATION OF UNUSUAL EVENT (NUE) SECURITY CAS FLOWCHART

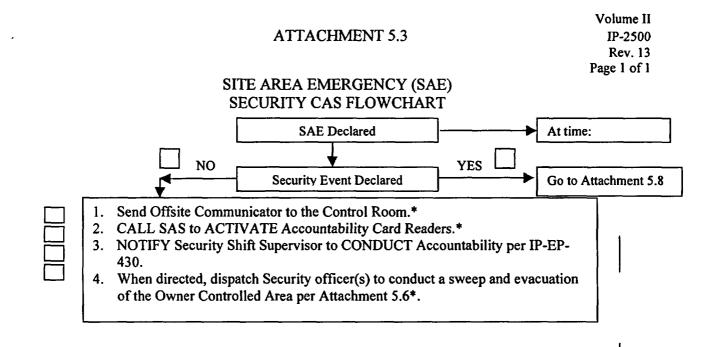


*If a security event is occurring, then notify the Control Room that the Offsite Communicator is not available.

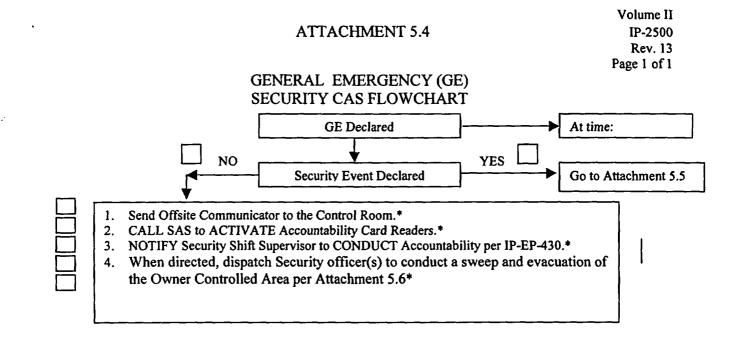


3. When directed, dispatch Security officer(s) to conduct a sweep and evacuation of the Owner Controlled Area per Attachment 5.6.

Not required if already performed for a lower level emergency classification. *

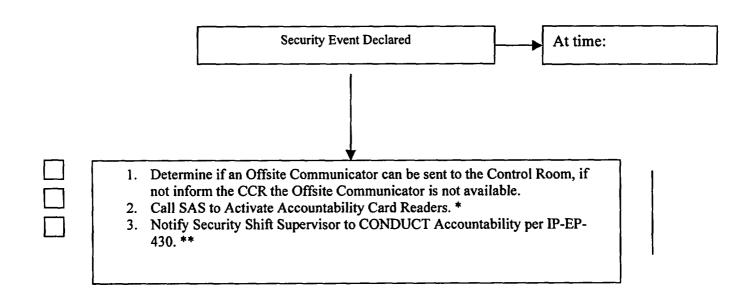


* Not required if already performed for a lower level emergency classification.



* Not required if already performed for a lower level emergency classification.

NOTIFICATIONS FOR SECURITY EVENTS



*Not required if already performed for a lower level emergency classification.

** If accountability is suspended, then perform these activities when directed by Plant Operations Manager (POM).

SECURITY SWEEP AND EVACUATION OF THE OWNER CONTROLLED AREA (OCA)

| Initial Responsibility/Activity | Notes |
|---|-------|
| 1.0 Conduct Security Sweep and Evacuation of the Owner Controlled Area (OCA) | |
| WHEN directed by the Security Shift Supervisor, <u>THEN</u> perform the following: | |
| NOTE: Using the OCA Security Sweep Checklist, make frequent stops near or in wooded areas, in parking lots, and in and around buildings. | |
| 1.1 Verify Training Center Exit Gate & Human Performance Simulator Bldg. Gate are open, if not, then open. | |
| 1.2 Proceed to the location in the Owner Controlled Area as directed by the Security Shift Supervisor and begin a systematic sweep of the OCA. Portable or vehicle mounted public address equipment shall be utilized to make the following announcement in a calm voice, with direct authority: | |
| "ATTENTION ALL PERSONNEL" | |
| "ATTENTION ALL PERSONNEL" | |
| "There is an event at Indian Point that requires all personnel with OCA Badges to exit the site. Use your personal vehicle to exit the site through the main gate." | |
| "Do NOT rush, speed, or endanger others." | |
| "All emergency response personnel report to your assigned emergency response facility " | |
| 1.2 Repeat the above announcement as the OCA sweep is being conducted. Make frequent stops near or in wooded areas, in parking lots, and around buildings and trailers. | |
| 1.3 As required, provide additional instructions to individuals regarding the route to nearest exit point. | |
| 1.4 Complete and return to the Security Shift Supervisor, the attached checklist indicating a sweep has been completed for each portion of the OCA. | |

SECURITY SWEEP AND EVACUATION OF THE OWNER CONTROLLED AREA (OCA)

OCA Security Sweep Checklist

| | | Date: | |
|--------|--|-------------------------|----------|
| Area * | Description | Time Sweep Completed | Comments |
| 1 | Northeast section of the OCA from Broadway to the Hudson River, bordered on the Northeast by the OCA fence and on the Southeast by inter-area fencing. | | |
| 2 | Area of the OCA from the Hudson River on the Northwest to Southeast past the Energy Education Center and Unit 2 Simulator Building including Lower Parking Lots. | | |
| 3 | Area of the OCA that is bordered on the Southeast by Broadway, Northeast by the main entrance, Northwest by the Backup Met Tower and South by the Service Center. | | |
| 4 | Area in the vicinity of the Emergency Operations Facility (EOF) and Service Center, including Trailers and parking lots. | | |
| 5 | Area bordered by the Upper Level Parking Lot on the Northeast, including the Environmental Building and Oil Tanks to the Southwest. | | |
| 6 | Area bordered on the South by Broadway, on the Northeast by the Unit 3 entrance road, on the Southwest by the OCA fence, including the Training Center, parking lots and Met Tower and OCA fence to the West. | | |
| 7 | Area bordered by the Hudson River on the West from the Unit 3 Receiving Warehouse, the Unit 3 Protected Area fence to the Northeast, including all parking lots, the Sewage Treatment Plant, to inter-area fencing West of the Oil Tanks and the Environmental Building. | | |
| 8 | Area to the immediate left and right of the main entrance road from the parking lot at the Unit 3 Admin. Services Building to the IPEC Main Entrance Security Post. | | |

*NOTE: Refer to OCA Map on next page.

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SECURITY SWEEP AND EVACUATION OF THE OWNER CONTROLLED AREA (OCA)

