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

110 - 110 - MAINTENANCE/I&C COORDINATOR: EMERGENCY PLAN-POSITION SPECIFIC PROCEDURE

REMOVE MANUAL TABLE OF CONTENTS DATE: 06/26/2003

ADD MANUAL TABLE OF CONTENTS DATE: 08/13/2003

CATEGORY: PROCEDURES TYPE: EP

ID: EP-PS-110

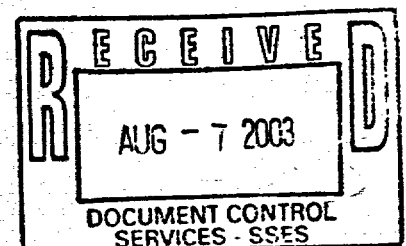
ADD: PCAF 2003-1579 REV: N/A

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A045

PROCEDURE CHANGE PROCESS FORM

1. PCAF NO. <u>203-1579</u>	2. PAGE 1 OF <u>5700</u>	3. PROC. NO. <u>EP-PS-110</u> REV. <u>5</u>
4. FORMS REVISED - <u>A</u> <u>R</u> <u>4</u> , - <u> </u> <u>R</u> <u> </u> , - <u> </u> <u>R</u> <u> </u> , - <u> </u> <u>R</u> <u> </u> , - <u> </u> <u>R</u> <u> </u> , - <u> </u> <u>R</u> <u> </u>		
5. PROCEDURE TITLE Emergency Plan Position Specific Instruction: MAINTENANCE COORDINATOR, MAINTENANCE FOREMAN, FIELD UNIT SUPERVISOR EMERGENCY PLAN-POSITION SPECIFIC INSTRUCTION		
6. REQUESTED CHANGE PERIODIC REVIEW <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES INCORPORATE PCAFS <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES # <u> </u> # <u> </u> # <u> </u> # <u> </u> REVISION <input type="checkbox"/> PCAF <input checked="" type="checkbox"/> DELETION <input type="checkbox"/> (CHECK ONE ONLY)		
7. SUMMARY OF / REASON FOR CHANGE Added clarification steps to direct the Maintenance Coordinator, Maintenance Foreman, and Field Unit Supervisor to provide assistance to Control Room operations personnel in dispatching field operators when requested. This is an administrative change since it provides clarification to an existing requirement.		
Continued <input type="checkbox"/>		
8. DETERMINE COMMITTEE REVIEW REQUIREMENTS (Refer to Section 6.1.4) PORC REVIEW REQ'D? <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES		9. PORC MTG# <u> </u>
BLOCKS 11 THRU 16 ARE ON PAGE 2 OF FORM		
17. <u>T.C. Dalpiaz</u> / <u>3227</u> / <u>08/04/2003</u> PREPARER ETN DATE (Print or Type)		18. COMMUNICATION OF CHANGE REQUIRED? <input type="checkbox"/> NO <input checked="" type="checkbox"/> YES (TYPE) <u>E Mail Notification</u>
19. <u>Jeffrey Hunsford</u> RESPONSIBLE SUPERVISOR DATE <u>8/5/03</u>		SIGNATURE ATTESTS THAT RESPONSIBLE SUPERVISOR HAS CONDUCTED QADR AND TECHNICAL REVIEW UNLESS OTHERWISE DOCUMENTED IN BLOCK 16 OR ATTACHED REVIEW FORMS. CROSS DISCIPLINE REVIEW (IF REQUIRED) HAS BEEN COMPLETED BY SIGNATURE IN BLOCK 16 OR ATTACHED REVIEW FORMS.
20. <u>Jeffrey Hunsford</u> FUM APPROVAL DATE <u>8/5/03</u>		
21. RESPONSIBLE APPROVER <u>N/A</u> INITIALS DATE		ENTER N/A IF FUM HAS APPROVAL AUTHORITY



PROCEDURE CHANGE PROCESS FORM

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11. This question documents the outcome of the 50.59 and 72.48 Review required by NDAP-QA-0726. Either 11a, b, c or d must be checked "YES" and the appropriate form attached or referenced.
- a. This change is an Administrative Correction for which 50.59 and 72.48 are not applicable. ☐ YES ☒ N/A
- b. This change is a change to any surveillance, maintenance or administrative procedure for which 50.59 and 72.48 are not applicable. ☒ YES ☐ N/A
- c. This change is bounded by a 50.59/72.48 Screen/Evaluation, therefore, no new 50.59/72.48 Evaluation is required. ☐ YES ☒ N/A
Screen/Evaluation No. _____
- d. 50.59 and/or 72.48 are applicable to this change and a 50.59/72.48 Screen/Evaluation is attached. ☐ YES ☒ N/A
12. This change is consistent with the FSAR or an FSAR change is required. ☒ YES
Change Request No. _____
13. Should this change be reviewed for potential effects on Training Needs or Material? ☐ YES ☒ NO
If YES, enter an Action Item @ NIMS/Action/Gen Work Mech/PICN _____
14. Is a Surveillance Procedure Review Checklist required per NDAP-QA-0722? ☐ YES ☒ NO
15. Is a Special, Infrequent or Complex Test/Evolution Analysis Form required per NDAP-QA-0320? (SICT/E form does not need to be attached.) ☐ YES ☒ NO

16. Reviews may be documented below or by attaching Document Review Forms NDAP-QA-0101-1.

REVIEW	REVIEWED BY WITH NO COMMENTS	DATE
QADR	_____	_____
TECHNICAL REVIEW	_____	_____
REACTOR ENGINEERING/NUCLEAR FUELS *	_____	_____
IST **	_____	_____
OPERATIONS	_____	_____
NUCLEAR SYSTEMS ENGINEERING	_____	_____
NUCLEAR MODIFICATIONS	_____	_____
MAINTENANCE	_____	_____
HEALTH PHYSICS	_____	_____
NUCLEAR TECHNOLOGY	_____	_____
CHEMISTRY	_____	_____
OTHER <u>10 CFR 50.54Q</u>	<u>J. Valdez</u>	<u>8/6/03</u>

* Required for changes that affect, or have potential for affecting core reactivity, nuclear fuel, core power level indication or impact the thermal power heat balance. ⁽⁵⁸⁾

** Required for changes to Section XI Inservice Test Acceptance Criteria.

**MAINTENANCE/I&C
COORDINATOR:**

Emergency Plan-Position Specific Procedure

WHEN: Technical Support Center (TSC) is activated
HOW NOTIFIED: Paged
REPORT TO: Damage Control Team Coordinator (DCTC)
WHERE TO REPORT: TSC

OVERALL DUTY:

Implement maintenance-related damage control actions in the field. Provide information to the Emergency Response Organization.

MAJOR TASKS:

TAB:

REVISION:

Assist the OSC Coordinator to organize, dispatch, and direct the In-Plant (India) Teams.

TAB A

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PCAT

MAJOR TASK:

Assist the OSC Coordinator to organize, dispatch, and direct the In-Plant (India) Teams.

SPECIFIC TASKS:

HOW:

1. After Technical Support Center (TSC) has assumed control, make sure you have a clear understanding of tasks and their priority.

- 1a. Obtain specific assignments and priorities from the OSC Coordinator.

NOTE:

The following personnel are required to report to the TSC within 60 minutes. They are not required for TSC activation:

- Two Survey Team Personnel (They report to Fowler Avenue Facility.)
- Four HP Technicians
- One Mechanic or Mechanic Foreman
- One Electrician/I&C Technician or Electrical/I&C Foreman
- One Chemistry Technician

The following personnel are required to report to the TSC within 90 minutes:

- Four HP Technicians
- NOTE: Two HP Techs would now be available to perform on-site (out of plant) surveys, if required.
- One additional Electrician/I&C Technician or Electrical/I&C Foreman

2. Organize teams composed of personnel qualified to carry out needed tasks.

- 2a. Include a Health Physics (HP) Technician if required.

- 2b. In choosing the team, consider their exposures.

NOTE:

RWP #YYYY-8000 Series is applicable to India Team activities.

SPECIFIC TASKS:

HOW:

HELP

**PPL Emergency Personnel Dose
Assessment and Protective Action
Recommendation (PAR) Guide
See TAB 9**

2c. Suggestions for improving the efficiency of these teams might include:

- (1) Don't be anxious to pull team back.
- (2) Ensure that any given Team is given a number of tasks to perform to increase Team effectiveness.
- (3) Have team standby in low dose waiting areas or reassign them.
- (4) Debrief them over radio.
- (5) Augment or replace team, as needed.
- (6) Be sure to recall team(s) when priorities change and problems are no longer as important.

NOTE:

Priority actions as defined by the Emergency Director or Operations Coordinator should be dispatched within 20 minutes. (The time may vary and exceed 20 minutes depending on the complexity of the task and in-plant conditions.)

2d. When a Chemistry sample is required, your team should function this way:

- (1) Chemistry Coordinator assembles chemistry staff.
- (2) Chemistry Coordinator specifies where to get sample.
- (3) HP support monitors personnel.

SPECIFIC TASKS:

HOW:

2e. Provide assistance in dispatching Operations personnel to perform in-field activities when contacted by Control Room personnel:

- Discuss the request with the OSC Coordinator and /or Damage Control Team Coordinator to provide an INDIA team designation and any required briefings.

2f. Complete India Team Dispatch Form for each In-Plant Team.

HELP

**India Team Dispatch Form
See TAB 8**

3. Appoint an In-Plant (India) Team Leader to direct the on-scene activities of the team.

3a. Maintenance Foreman may serve as Team Leaders if resources are limited.

4. Brief the Team Leader.

4a. Leader needs to know:

- (1) Affected area/system/equipment.
- (2) Anticipated actions.
- (3) Special instructions, including how to approach the affected areas(s).
- (4) Radio-team designation (determined by TSC Radio Communicator).

5. Keep up-to-date on radiological and plant conditions.

6. Direct the TSC Radio Communicator to monitor and control the activities of the team.

7. If In-Plant (India) Team members need increased exposure limits, advise the OSC Coordinator.

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TAB A
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P/AF

SPECIFIC TASKS:

HOW:

-
8. Make sure all In-Plant operations are conducted using ALARA principles.
 9. Debrief teams as they complete assignments.
 - 9a. To save time, you may want to:
 - (1) Debrief some teams in the field by radio. Teams can be standing by in low dose waiting areas or their shops.
 - (2) Augment, replace, recall, or, reassign teams, as necessary.
 10. Inform OSC Coordinator or DCTC of results of debriefs.