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USER INFORMATION:

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TRANSMITTAL INFORMATION:

TO: ~~GERLACH ROSE M~~ 09/17/2003
LOCATION: DOCUMENT CONTROL DESK
FROM: NUCLEAR RECORDS DOCUMENT CONTROL CENTER
(NUCSA-2)

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

132 - 132 - OSC COORDINATOR: EMERGENCY PLAN-
POSITION SPECIFIC PROCEDURE

REMOVE MANUAL TABLE OF CONTENTS DATE: 08/22/2003

ADD MANUAL TABLE OF CONTENTS DATE: 09/16/2003

CATEGORY: PROCEDURES TYPE: EP

ID: EP-PS-132

REPLACE: REV:11

REPLACE: --REV:11

REMOVE: PCAF 2003-1601 REV: N/A

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UPDATES FOR HARD COPY MANUALS WILL BE DISTRIBUTED
WITHIN 5 DAYS IN ACCORDANCE WITH DEPARTMENT
PROCEDURES. PLEASE MAKE ALL CHANGES AND
ACKNOWLEDGE COMPLETE IN YOUR NIMS INBOX UPON
RECEIPT OF HARD COPY. FOR ELECTRONIC MANUAL USERS,
ELECTRONICALLY REVIEW THE APPROPRIATE DOCUMENTS AND
ACKNOWLEDGE COMPLETE IN YOUR NIMS INBOX.

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ALARA REVIEW

Check

A. PERSON-REM ESTIMATION

- | | |
|--|---|
| 1. Assess the number of workers required. | 4. Assure all workers have essential, productive tasks. |
| 2. Evaluate the use of fewer workers. | 5. Assure workers have available exposure. |
| 3. Investigate experience of workers selected. | 6. Evaluate criteria for emergency exposure. |

B. PLANNING

- | | |
|--|---|
| 1. Preplanning meeting with supervisors and/or workers required. | 4. Prefabrication considered. |
| 2. Access to and exit from work are planned. | 5. Evaluate use of remote handling devices or other special tools. |
| 3. Evaluate staging/setup in accessible low dose rate area. | 6. Cold equipment "mockups", rehearsals, or other practical exercise. |

C. EXPOSURE REDUCTION CONTROLS

- | | |
|---|--|
| 1. Evaluate need for timekeeping. | 7. System or equipment to be drained and flushed. |
| 2. Consider use of water bucket shielding for carrying hot parts. | 8. Assess exposure reduction by permitting decay of radiation sources during reactor shutdown or system isolation. |
| 3. Consider use of shielded drums or lead "pigs" for carrying hot parts. | 9. Assess the need of communication devices such as head sets, TV cameras, others. |
| 4. Consider use of temporary shielding such as lead wool blankets, lead sheets, or lead bricks. | 10. Assess practicality of removing component from radiation area. |
| 5. Consider use of shadow shields utilizing a portable curtain shield. | 11. Evaluate use of photographs of "as installed equipment" to aid in worker briefings. |
| 6. System or equipment to be filled with water. | |

D. AIRBORNE/CONTAMINATION CONTROL

- | | |
|--|--|
| 1. Assess need for respiratory protection usage against effectiveness of engineering controls. | 3. Assess necessity of area decon before commencement of work. |
| 2. Assess individual's history of internal DAC-Hr exposure to airborne contamination. | 4. Containment structure (tent) required. |
| | 5. Portable ventilation system required. |
| | 6. Assess need for flooding or draining rooms. |
| | 7. Assess hot particle or fuel fragment migration. |

Performed by _____

Provided below are the instructions on how to retrieve an individual's occupational exposure information.

1. Log into NIMS, go to RPDPERX screen.
2. Query the individual.
3. Click on DOSE SUMMARIES button.
4. The screen in Figure 1 will appear.
5. The individual's YEAR-TO-DATE (YTD) dose will be provided as 'NRC PERIOD EXPOSURE' for the current calendar year.

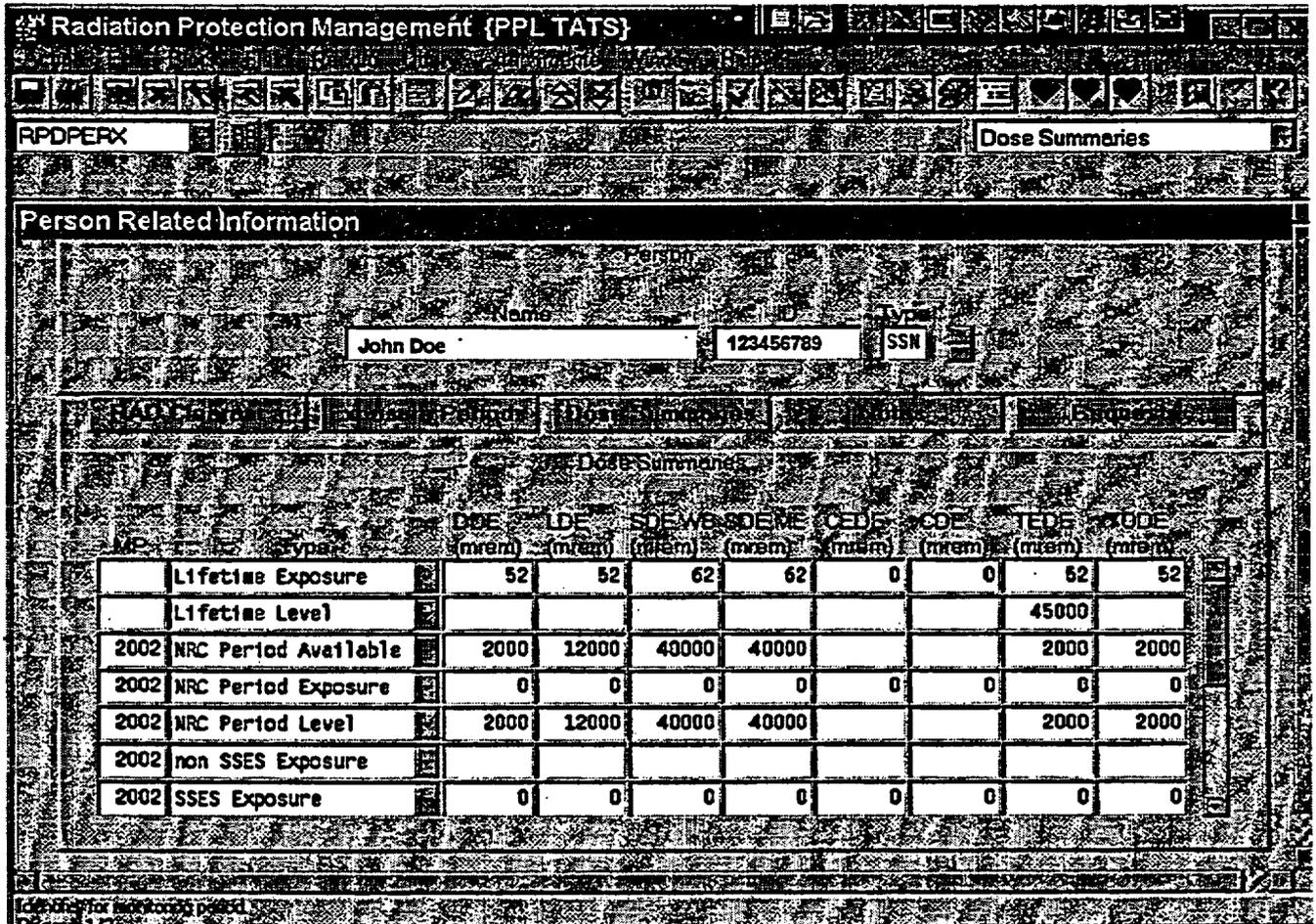


Figure 1